



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: May 8, 2018

Subject: APPROVE and AUTHORIZE an Amendment to the Bylaws of the Aviation Advisory Committee (AAC)

RECOMMENDATION(S):

APPROVE and AUTHORIZE modifying the Aviation Advisory Committee Bylaws to (i) increase the number of members from eleven to thirteen, by adding one member from the Buchanan Field Airport community and one member from the Byron Airport community, and (ii) require all members to complete the Ralph M. Brown Act, the County's Better Government Ordinance, and Ethics Orientation trainings within ninety (90) days of appointment/reappointment. (Districts III, IV and V).

FISCAL IMPACT:

No fiscal impact

BACKGROUND:

The Aviation Advisory Committee was established by the Board of Supervisors (Board) in 1977. Its current charge is to provide advice and recommendations to the Board on aviation issues related to the economic viability and security of airports in Contra Costa County. The

<input checked="" type="checkbox"/> APPROVE	<input type="checkbox"/> OTHER
<input checked="" type="checkbox"/> RECOMMENDATION OF CNTY ADMINISTRATOR	<input type="checkbox"/> RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **05/08/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: May 8, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

cc:

Committee may initiate discussions, observations,

BACKGROUND: (CONT'D)

or investigations, in order to make its recommendations to the Board. The Committee may hear comments on airport and aviation matters from the public or other agencies for consideration and possible recommendations to the Board or their designees. The Aviation Advisory Committee cooperates with local, state, and national aviation interests for the safe and orderly operation of airports. The Aviation Advisory Committee advances and promotes the interests of aviation and protects the general welfare of the people living and working near the airport and the County in general. In conjunction with all of the above, the Aviation Advisory Committee provides a forum for the Director of Airports regarding policy matters at and around the airports.

On July 10, 2017, the Internal Operation's Committee recommended that the AAC At-Large position interview and selection process be referred to the Airport Committee as they have direct oversight in Airport related matters. On August 1, 2017, the Board authorized referring the AAC At-Large position recruitment and selection process to the Airport Committee.

At the January 10, 2018, Airport Committee meeting, District IV Supervisor, Karen Mitchoff, and District III Supervisor, Diane Burgis, requested that the AAC consider adding two seats to provide dedicated seats for neighborhoods adjacent to the airports. Specifically, there was a desire to have representation from the Town of Pacheco for Buchanan Field and Byron, Knightsen, Discovery Bay and/or the City of Brentwood for the Byron Airport. The addition of these "neighbor" positions will bring the total number of members to thirteen and will increase the quorum count from six to seven.

As set forth in the amended Bylaws, recruitment of the At-Large positions and the neighbor positions will be handled by the Airport Committee, with appointments being made by the Board of Supervisors.

The Bylaws are also being updated to cause the AAC members' training to be consistent with County policies. The amended Bylaws require all AAC members to comply with the Ralph M. Brown Act, the County's Better Government Ordinance, and Ethics Orientation trainings within ninety (90) days of appointment or reappointment.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to add two neighbor seats could negatively impact the Airports' relationships with their immediate neighbors. In addition, not referring the recruitment process for the At-Large and neighbor positions and detailing the training requirements will create inconsistency with County policies and procedures.

ATTACHMENTS

Aviation Advisory Committee Bylaws