

MINUTES

Joint Meeting – Aviation Advisory/Airport Development Advisory Committees
December 9, 1999

The Meeting convened at the Yolo County Administration Center, 625 Court Street, Woodland at 7:32 p.m.

Committee Members:

<u>AAC</u>		<u>ADAC</u>		<u>BOARD LIAISON</u>
Kanoff	yes	Buchan	yes	Pollock
Hancock	no	McLin	no	
Merwin	no	Wood	no	<u>COUNTY STAFF</u>
Kinkle	no	Parrella	no	Ott, Airport Manager
Morris	yes			Drack, Airport
Price	no			Development Mgr.
Dowling	no			

TENANTS AND GUESTS:

Charlotte Germishausen, Neil Nishimura, Greg Kyser, Bruce Watts, Chris Foe, Vera Foe, Cherlymarie Felsch, Peter Defty, Rolf Fecht, Duane Chamberlain.

No quorum was present. The meeting was opened for public comment on items not on the agenda. There was no public comment.

Approval of the minutes of December 9, 1999 were suspended until a quorum could be established.

Keith Ott announced his retirement at the end of the calendar year, and introduced the new management team of Jim Ball, Airport Operations; and Marshall Drack, Airport Development. Mr. Drack will serve as staff to the Committees, and deliver reports from himself as well as Mr. Ball; Mr. Ball will attend the meetings, as required, or when specifically requested.

Self introductions ensued, with the intent that the new Development Manager would meet some of the community members concerned about the Airport.

A report followed regarding the financial status of the Airport. Keith Ott indicated that all current bills were paid, some long term debt remains, and the Airport account would end the year with about \$40,000.00 surplus. Because reference was made to a \$9,000.00 deficit last year, the discussion centered on whether or not the Airport operated at a profit or a loss – and if at a loss, from what source is the loss repaid. And if truly an Enterprise fund, then the Airport is self-paying, and not subsidized. It was agreed that a

(sic)

formal briefing about the "true" and "total" picture would be set for full discussion by the committees at a future date.

The Yolo Sportsmen Lease was introduced as a 30 year lease, with substantial improvements to be made, including lead clean up, and restoration of the site to its 1968 condition upon termination of the lease.

It was discussed and agreed to conduct the next meeting at Lillard Hall, and that 7:30 p.m. was the best time for one and all. Items to be considered at the next meeting were: the status of the Airport Overlay Zone (i.e., Avigation Easements); Election of Officers; Financial status of the Airport; and a presentation by the Consultant studying the Airport for Business Development.

The meeting Adjourned at 8:45 p.m.

cc: Jim Ball, Airport Operations Manager

YOLO AIRPORT MARKET FEASIBILITY STUDY

4.1 Brief Description of the Problem

The Yolo County Airport is located on about 498 acres of County unincorporated property south of Woodland between Davis and Winters. The airport currently houses about 70 aircraft and three Fixed Base Operators (FBOs) as well as other lessees with various services and businesses. About 300 acres of the airport property are leased to an agricultural lessee but are reserved for future aviation or related uses. Although the airport provides an important service to the region for emergency services as well as normal flight activity, it currently operates at a net deficit. The Airport Master Plan adopted by the Board of Supervisors in 1998 identified very limited opportunities to improve the financial health of the facility based on improvements to aviation operations alone.

The portion of the airport property that is currently in agricultural use or is vacant represents the most substantial opportunity for non-agricultural economic development in the unincorporated area. As such, it is a significant resource not only for job development but also for improvement of the fiscal situation for the airport and the county. The site is centrally located in western Yolo County, in proximity to the research centers at UC Davis and the rapidly expanding business centers in Davis, Woodland and in Solano County communities.

The 1998 Specific Plan does not address the specific economic development potential of the airport in terms of the market for business development or the marketing efforts needed to attract business growth. The plan discusses the current deficiencies in capital facilities and outline a plan to improve the facilities in order to support increased aviation activity. However, the proposed improvements have not been shown to be financially feasible nor do they necessarily encompass the needs of future non-aviation business development on the airport property. Therefore, the proposed CDBG planning activity is needed to develop a comprehensive economic development strategy for the airport that can achieve the job development potential of the property in a financially feasible manner.

4.2 Program Design and Scope of Work

Task 1: Market Analysis

The market analysis will address the potential for industrial and office development at the airport. Previous economic development planning efforts have analyzed the potential for agricultural business development. This information will be reviewed to determine if opportunities exist for air freight of higher value added food or fiber products. Although included in the general overall analysis, the specific market analysis will concentrate on non-agricultural business opportunities. The analysis will document business growth trends in the incorporated cities in the county as well as the region surrounding Yolo County. Comparable real estate data will be assembled to identify the market niche best suited to the airport property. The market analysis will provide a projection of potential absorption of the industrial property at the airport and the revenue potential based on estimated market demand conditions.

Task 2: Infrastructure Plan

Based on the projected market demand and optimal configuration of industrial property at the airport, the infrastructure requirements of the proposed business center will be evaluated. The airport master plan identifies the current availability of water supply and wastewater services and provides estimates of the costs for improvements to support expansion of the aviation facilities. This information will be expanded to address the needs of non-airport related business development, including the access and circulation, storm drainage and utilities. Preliminary cost estimates of required improvements will be provided in the analysis.

Task 3: Financial Analysis and Funding Sources

This task will include a pro forma analysis of the business center to determine the market feasibility of attracting businesses to the site. The funding analysis will identify potential sources of funds for the projected business development. The discussion will evaluate the fiscal impact of the business development on the County and discuss the potential for joint funding mechanisms that can help alleviate the current operating deficit of the airport.

Task 4: Implementation Plan

The implementation plan will provide a capital improvements plan and marketing strategy to implement the business center concept at the airport. The marketing strategy will identify business target priorities, assets and liabilities of the site that must be addressed in the marketing program, appropriate strategies and tactics for marketing the site and an organizational structure for conducting the program.

Alternatively, if the analysis indicates that substantial business development at the airport is not feasible or is relatively unattractive for the necessary private sector investment, the analysis will consider options for redesignating the excess airport property for long term agricultural uses in exchange for property or consideration elsewhere in the unincorporated area that could possibly provide the County with better potential for successful economic development.

Task 5: Final Report

The final report will document each step in the analysis and serve as an implementation guidebook for the City and interested parties to complete the development as recommended.

Task 6: Grant Administration

The County will conduct the project in a manner that complies with all CDBG regulations, including filing required administrative reports in a complete and timely manner.

4.3 Target Income Group Benefit

There are in excess of 300 acres available at the airport to support business development. The gross employment potential of the site if all 300 acres were developed is more than 3,000 jobs. This would be about 15 to 20 percent of all employment growth projected for the entire County over the next ten years.¹ While it is unknown at this time how much business demand exists for the property, due to its relatively undeveloped state, it is not anticipated that the airport could capture more than 5 to 6 percent of countywide job growth over the next ten years. This would amount to about 1,000 jobs, of which at least 75 percent, or 750 jobs, would be available to Target Income Group workers. This is substantiated in Table A, which indicates that More than 75 percent of the jobs are likely to be in occupations that would be more suited to entry level jobs opportunities (i.e. non-managerial and non-technical).

Table A
Occupational Distribution of Selected Business Targets

Business Type	Occupational Category							Total
	Manager	Prof./ Tech.	Sales	Clerical	Service	Prod./ Maint.	Agri.	
Food Products	5.7%	4.0%	6.1%	9.1%	3.9%	66.1%	5.1%	100.0%
Plastic Parts	6.6%	3.7%	3.6%	10.6%	1.0%	74.5%	0.0%	100.0%
Fabricated Metals	8.2%	5.5%	2.5%	11.8%	0.7%	71.3%	0.0%	100.0%
Electronic Equipment	10.0%	22.8%	3.1%	11.3%	0.9%	51.9%	0.0%	100.0%
Instruments	14.8%	38.0%	3.9%	12.7%	0.9%	29.5%	0.2%	100.0%
Business Services	7.0%	16.1%	8.3%	32.5%	23.8%	12.1%	0.2%	100.0%
Average	8.7%	15.0%	4.6%	14.7%	5.2%	50.9%	0.9%	100.0%

4.4 Other Actions Contributing to the Accomplishments

In 1998, the County adopted an Airport Master Plan, with accompanying environmental certification, which provides a sound plan for long term improvement of the aviation facilities at the airport. Yolo County also completed a 1996 Planning/Technical Assistance (P/TA) activity that comprehensively evaluated the opportunities for agriculturally-based business development, including agricultural tourism. This study was followed by a detailed analysis of the fiscal implications of alternate business development opportunities, which has provided the County with a strong overall economic development strategy from which to proceed. The proposed 1999 P/TA activity is anticipated to address the opportunities for

¹ Wood & Poole economics, Inc., 1997 *California State Profile*. Washington D.C. 1997. P.274

economic diversification and the requirements for developing business sites in the unincorporated area.

5.0 Complete Description of the Final Product

The final report as described in Task 5 above will constitute the final product for this activity. The final report will document all the analysis conducted in each task in the scope of work.

Budget By Task

Task	Hours	Rate	Total
Market Analysis	150	70	\$10,500
Infrastructure Plan	120	70	\$8,400
Financial Analysis and Funding	80	70	\$5,600
Implementation Plan	80	70	\$5,600
Final Report	40	70	\$2,800
Grant Administration	39	45	\$1,750
TOTAL			\$34,650

Schedule

Market Analysis	2 mos
Infrastructure Plan	2 mos
Financial Analysis	1 mo
Implementation Plan	1 mo
Final Report	1 mo
Grant Administration	ongoing
Total	7 mos

ARTICLE 21. AIRPORT ZONE (AV).

Sec. 8-2.2101. Purpose (AV). Sec.8-2.2101.
The Airport Zone (AV) classification is intended to be applied on properties used, or planned to be used, as airports and where special regulations are necessary for the protection of life and property. (§ 22.01, Ord. 488)

Sec. 8-2.2102. Principal permitted uses (AV). Sec.8-2.2102.
The following principal uses shall be permitted in the AV Zone, subject to conformity with Federal Aviation Agency safety standards applicable to the particular airport property:

- (a) Accessory structures and facilities, including aircraft and aviation accessory sales;
- (b) Aircraft fueling facilities;
- (c) Aircraft storage, service, and repair hangars;
- (d) Lighting, radio, and radar facilities;
- (e) Runways, taxiways, landing strips, and aprons, grassed or paved; and
- (f) Terminal facilities for passengers and freight.

(§ 22.02, Ord. 488)

Sec. 8-2.2103. Conditional uses (AV). Sec.8-2.2103.
The following conditional uses shall be permitted in the AV Zone:

- (a) Agricultural uses;
- (b) Dwellings which are incidental or accessory to other permitted uses;
- (c) Industrial, manufacturing, and processing uses;
- (d) Recreational uses;
- (e) Sales and service, commercial; and
- (f) Public and quasi-public uses subject to a finding the proposed use is consistent with the Yolo County Airport Master Plan and/or grant deed from the United States government, if applicable.

(§ 22.03, Ord. 488, as amended by § 1, Ord. 681.104, eff. October 6, 1983)

~~**Sec. 8-2.2104. Height regulations (AV). Sec.8-2.2104.**
Federal Aviation Agency height safety standards shall apply in the AV Zone; provided, however, heights in excess of thirty (30) feet may be permitted only upon the securing of a use permit. (§ 22.04, Ord. 488)~~

ARTICLE 21.1. AIRPORT OVERLAY (AO).

Sec. 8-2.21.101. Purpose (AO).

Sec.8-2.21.101.

The Airport Overlay (AO) classification is a combining zone, to be applied in addition to the underlying zone. It is applicable to properties affected by noise contours and overflight characteristics, and located within the Yolo County Airport Safety Zones in the "Yolo County Airport Specific Plan," and the "Yolo County Comprehensive Land Use Plan." The AO classification is for information purposes only, and does not increase nor decrease the uses set forth in the underlying zone classification. For additional information, please contact Yolo County Department of Planning and Public Works.

The Airport Specific Plan was adopted by the Yolo County Board of Supervisors on June 23, 1998, by Resolutions 98-113 and 98-114, and has been incorporated into the Yolo County General Plan. The Yolo County Comprehensive Land Use Plan (CLUP) was adopted by _____ on _____, and has been incorporated into the Yolo County General Plan. Figure 10, of the Yolo County CLUP identifies those properties within the Airport Safety Zones.