



**San Joaquin County Aviation Advisory Committee
Regular Monthly Meeting (in person)
May 30, 2023 Minutes**

Call to Order: The meeting was called to order at 5:02 p.m. by Chairman Bill Trezza.

Roll Call:

Members Present: Chairman Bill Trezza, Vice Chairman Verlyn Wolfe, Ricky Gill, and Wes Rhea.

Members Absent: Mark Plovnick.
Supervisors Patti and Villapudua could not attend.

Staff Present: Richard Sokol – Airport Director
Hélène Nussbaumer – Deputy Director
Heather Keifer – Administrative Assistant

Minutes for the meeting of April 25, 2023 were approved.

Motion: Ricky; Second: Wes.

I. Discussion Items

A. Business Development

- 1. Burrell Aviation** – Agreements are moving forward. Lease approval by Board of Supervisors has been postponed until July 11, 2023.

B. Current Project Updates

- 1. Security System Upgrades** – The system has been turned on since July, 2022. The contractor is still addressing issues. Pending completion of work. Site walk scheduled for June 1, 2023 to identify concerns.
- 2. GA Taxilane Rehab** – Project started on March 21, 2022. Final completion of project was achieved on May 19, 2023.
- 3. Cargo Ramp Expansion** – OC Jones started the project on August 4, 2022. Connector box installed for high mast light poles – which are delayed, but still expected by mid-June. Substantial Completion anticipated June 19, 2023. Installation of poles planned for the week of June 26, 2023.
- 4. Cargo Taxilane Rehabilitation** – Waiting for grants from FAA. Draft pre-applications (AIP & BIL) submitted 02/27/23. Construction bids were received 04/12/23 and sent to FAA. Pending approval, construction to rehabilitate the degraded asphalt will likely start in September.
- 5. ALP Update** – Aerial, ground, and utility surveys are completed. Planning around GA and commercial demands, discussions are currently underway; including reviewing draft designs on a possible land acquisition deal for north development. Storm water infrastructure survey to begin June/July. Planning meeting with RS&H on 06/27/23.

C. Future/Planned Projects

- 1. Taxiway D Connector** – No changes.
- 2. Terminal Building** – The project has been added back on the ACIP and the Airport is still working with the FAA on the information needed. Approximately 5-7 years before work will begin. Funding for this project continues to be of primary concern. Currently negotiating a scope of services for minor improvements with consulting firm.

D. Air Service Development

- 1. Air Service Consultants** – New consulting company, Embark, started on 04/24/23 and is conducting a demographics analysis of San Joaquin County and determining how to approach new airlines. Early conclusions have been made; research shows SCK can support a larger volume of passengers (approximately 20+ flights per day). At this time, consultant work has paused until the new fiscal year due to budgeting.
- 2. JumpStart 2023** – Air service development conference, hosted by Airports Council International, is taking place 06/12/23 through 06/14/23 in Milwaukee, WI. Airport Director Sokol has several meetings scheduled with airlines to discuss the possibility of bringing new services to SCK.

E. Airport Concession Agreements

- 1. Terminal Food/Beverage Agreement Renewal** – The lease for Top Flight Grill & Catering expires 06/30/23. Renewal has been reviewed by County Counsel and planned to be presented at the 06/06/23 Board of Supervisors meeting. Lease will include a snack, pastry, and wine bar in the vacant space where Subway previously operated.

F. Branding the Airport

- 1. NorCal Air Logistics Center** – Considerations being made for branding purposes. Committee members were not opposed.

II. Action Items

(Discussion & Decision to Recommend)

1. Name air cargo center on North side of Airport the “NorCal Air Logistics Center”

Of the 4 members present, the Committee voted in favor 4-0. Motion: Wes; Second: Verlyn.

2. Recommend approval of lease renewal with Top Flight Grill, aka C.R. Buns LLC

The lease for Top Flight Grill & Catering expires 06/30/23. Renewal has been reviewed by County Counsel and planned to be presented at the 06/06/23 Board of Supervisors meeting. Lease will include a snack, pastry, and wine bar in the vacant space where Subway previously operated. Tiered percentage of gross sales will be 4.5-8%. Consists of a five-year lease with one additional five-year option to extend.

Of the 4 members present, the Committee voted in favor 4-0. Motion: Verlyn; Second: Wes.

3. Recommend approval of ground lease with Burrell Aviation Stockton LLC

Consists of a 30-year ground lease and one 5-year option to extend. Rental rate will be in an amount equal to the greater of (i) (\$0.42) per square foot or (ii) 10% of the appraised land value of the Leased Parcel.

Of the 4 members present, the Committee voted in favor 4-0. Motion: Wes; Second: Ricky.

4. Recommend changes to County Ordinance 4506 Section 1, adopted May 15, 2018

Of the 4 members present, the Committee voted in favor 4-0. Motion: Ricky; Second: Verlyn.

III. Communications

None.

IV. Review of Written Requests for Future Agenda Items

None.

V. Public Comment (Must complete Public Comment Form)

None.

VI. Miscellaneous

- Director Sokol previously discussed the idea of taking the Committee on a tour of the Air Traffic Control Tower and Cargo Ramp, which will be scheduled for a future mutually agreed upon date.
- The Airport has decided to reschedule the "GA cookout for tenants" for a date that will be after the signing and approval of the Burrell Aviation ground lease.

VII. Next Regular Meeting: June 27, 2023?

Committee members agreed to skip June, unless needed. Next regular meeting will be July 25.

Adjournment: There being no further business, the meeting was adjourned at 6:15p.m.

Motion: Chairman Trezza; Second: unanimous.

**Next Regular Meeting: July 25, 2023 at 5:00p.m.
This meeting will be in person**