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NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Michael Stoltz for Robert Peterson - Director
Airport
REPORT BY: MARTIN PEHL, AIRPORT MANAGER , 707-299-1694
SUBJECT: Master Plan Feasibility and Alternate Site Selection Study of Angwin Airport Agreement with Coffman Associates, Inc.

RECOMMENDATION

Director of Public Works/Aviation requests the following actions pertaining to the Master Plan Feasibility and Alternate Site Selection Study of Angwin Airport (Parrett Field) in Angwin, CA:

1. Approval of and authorization for the Chair to sign an agreement with Coffman Associates, Inc. of Scottsdale, AZ, for a maximum of \$332,843, for specialized professional services related to the preparation of the study; and
2. Authorization for the Chair to sign a Memorandum of Understanding with Pacific Union College relating to its obligations for this study.

EXECUTIVE SUMMARY

On February 7, 2006, the Board provided direction to:

1. Pursue negotiations with Pacific Union College (PUC) to maintain the Angwin Airport as part of the County of Napa's General Aviation System where there is no negative impact upon the General Fund and the Napa Valley Airport Enterprise Account; and
2. Pursue appropriations for the land acquisition and capital improvement plan within the Federal Aviation Administration (FAA) budget.

PUC is the owner of Angwin Airport - Parrett Field, a public use airport in the upper Napa Valley. The PUC would like to explore continued operation of the Airport under the ownership and management of Napa County. FAA funding would most likely be needed for the purchase of the airport. Therefore, the County has received a grant from the FAA to conduct a Master Plan Feasibility and Alternate Site Selection Study. The information obtained through the study will help the Napa County Board of Supervisors with determining the overall feasibility of owning and operating the existing Airport (or an alternate site). The study will also be used by the FAA in their evaluation of

possible financial assistance to the County for potential acquisition of the airport.

In order to complete the study, a consultant selection process was completed that has resulted in a staff recommendation for the selection of Coffman Associates, Inc. Coffman Associates is a highly qualified airport planning firm with recent experience in airport master plan feasibility and alternate site selection studies similar to the proposed study of the Angwin Airport. Coffman will prepare the study in accordance with FAA requirements, including Advisory Circular 150/5300-13 Airport Design (as amended) and Advisory Circular 150/5070-6B Airport Master Plans (2005). All documents, reports, and drawings are subject to approval by the County of Napa, FAA, and CALTRANS.

The Memorandum of Understanding (MOU) between PUC and County creates a cooperative agreement between both parties in order to conduct the study in an orderly fashion. The MOU also identifies project funding sources that include a grant from the FAA (95%), a potential CALTRANS matching grant (2.375%), and PUC providing the local match (2.625% to 5%).

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Airport Capital Improvement Program
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The information obtained through the study will help in determining the overall feasibility of owning and operating the existing Airport (or an alternate site). The study will also be used by the FAA in their evaluation of possible financial assistance to the County for potential acquisition of the airport.
Is the general fund affected?	No
Future fiscal impact:	None
Consequences if not approved:	No further action will be taken to determine the overall feasibility of owning and operating the existing Angwin Airport (or an alternate site), or the financing thereof. The FAA grant will have to be returned.
Additional Information:	Sufficient funding is already included in the approved Airport's FY 2007/08 Capital Improvement Program budget. The Master Plan Feasibility and Alternate Site Selection Study of Angwin Airport will be funded as follows: FAA funds (95%) and funding from Pacific Union College (not to extend 5%). The County has applied for a California State Aeronautics matching grant. If the State matching grant funding is received, Pacific Union College's funding obligation will be reduced by an amount equal to the State matching grant. County staff costs will be charged to the project budget. There is no impact to the General Fund.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of

Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Angwin Airport - Parrett Field, a public use airport in the upper Napa Valley, provides support to approximately 45 based aircraft and the PUC's aviation program (which offers a Bachelor of Science degree in aviation). The Airport provides access to and from the Upper Napa Valley, ground school and flight training, fueling (Avgas), aircraft storage (25 hangars) and aircraft maintenance services.

Located high on a ridge top along Howell Mountain, it provides excellent poor weather access to the area. The single runway (3,217 feet in length by 50 feet in width) is oriented north-south, constructed of asphalt, and rated for 12,500 pounds single wheel gear loading (providing access for aircraft no larger than a King Air or Citation). A 1,500-foot overrun is located at the south end of the runway, and a non-standard right-hand pattern is used on Runway 34. The Airport is located one mile east of Angwin, and has been open to the public since 1961. While no instrument approach procedures are published for the Airport, visual approaches are aided by visual approach slope indicators (VASI) on each runway approach.

A thorough scope of services has been prepared with Coffman Associates that outlines the overall study process that will be used by staff and the consultant for completion of the study. The study's primary elements are as follows:

1. Evaluation of the existing airport and its use by local businesses.
2. Develop new forecasts of aviation demand.
3. Conduct an evaluation of future facility needs and development alternatives.
4. Analyze the ability of the existing airport site to meet these needs.
5. Perform alternative site evaluation (as necessary to perform cost/benefit of alternative site to existing Airport).
6. Undertake compatible land use planning and environmental analysis.
7. Develop new airport layout plans (depicting future development recommendations) for review and approval by the Federal Aviation Administration (FAA).

The study process will include public participation through the formation of a Planning Advisory Committee (PAC), public workshops, and the posting of draft working papers on the internet. It is anticipated that the PAC will meet four (4) times during the study's preparation and will consist of up to 15 non-voting members. The PAC will be composed of:

- | representatives of local (County Planning & Public Works), state (CALTRANS Aeronautics Div.), or federal agencies (FAA);
- | airport users and tenants;
- | neighboring communities; and
- | the local business community

The PAC will advise staff and the consultant on the conduct and recommendations of the Study through meetings and review of working papers. The general public will be invited to participate in three (3) public workshops over the course of the study. The workshops will be held in the evening on the day of the PAC meetings and allow the public an opportunity to review and comment directly to staff and the consultant on the study

elements. Advertising for the workshops will be accomplished using press releases and official public notices.

In order to conduct the study of the Angwin Airport, the County and PUC must work cooperatively. To this end, the MOU serves to clarify the intentions, expectation, and responsibilities of both parties so that the study may be completed in an orderly and timely manner.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi