

**COUNTY OF PLUMAS**  
**AIRPORT LAND USE COMMISSION**  
**MEETING MINUTES**

**DATE:** July 20, 2022  
**TIME:** 1:00 P.M.

**LOCATION:** Planning & Building Services  
Conference Room  
555 Main Street, Quincy

[www.plumascountyplanningandbuilding.com](http://www.plumascountyplanningandbuilding.com)

**Disability Accommodation Statement**



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**I. CALL TO ORDER**

**II. ROLL CALL**

**Present:** Ron Matlock, Gordon Bennie, Todd Roberts, Herb Bishop, Matthew Samuelson, Shawn McKenzie

**Absent:** Jon Kennedy

**Also in attendance:**

Tracey Ferguson, Planning Director

Tim Evans, Senior Planner

**III. REVIEW AND APPROVAL OF AGENDA**

**Motion:** Approval of July 20, 2022 Agenda,

**Moved by** Gordon Bennie, **Seconded by** Shawn McKenzie.

**Vote:** Motion carried.

**Yes:** Matlock, Bennie, Roberts, Bishop, Samuelson, McKenzie

**Absent:** Kennedy

**IV. REVIEW AND APPROVAL OF MINUTES**

A. Approval of Meeting Minutes of June 15, 2022

**Motion:** Approval of Meeting Minutes of June 15, 2022,

**Moved by** Gordon Bennie, **Seconded by** Matthew Samuelson.

**Vote:** Motion carried.

**Yes:** Matlock, Roberts, Bishop, Samuelson

**Abstain:** Bennie, McKenzie

**Absent:** Kennedy

**V. INTRODUCTIONS**

None

**VI. PUBLIC COMMENT OPPORTUNITY**

*At this time, the public has the opportunity to address the Commission concerning any item of interest not listed on this agenda. The Commission may not discuss or take any action on any item presented during the public comment period that is not on the agenda. The Commission may briefly respond to statements made or questions posed by members of the public. Upon recognition by the Chairman, please state your name, address, and subject matter. Discussion of any non-agenda items will be limited to three (3) minutes or such reasonable time as is granted by the majority of the Commission.*

*Tom McGowan commented on a point brought up at the site visit on July 19, 2022, to*

*Nervino Airport concerning the necessary people get together to create an unofficial business plan for each airport using the recommendations made at the site visit for the revenue streams in the plan.*

**VII. COMMISSION MEMBER COMMENT PERIOD**

**A. Chair's Report**

Commissioner Ron Matlock stated the site visit to Nervino went well.

**B. Commissioners' Comments**

Commissioner Shawn McKenzie thanked Commissioner Ron Matlock for leading the site visit at Nervino.

Commissioner Gordon Bennie thanked everyone for the site visit to Nervino and stated the site visit was very informative.

**VIII. BOARD OF SUPERVISOR'S CORNER**

*Opportunity for County Supervisors to address issues related to ALUC.*

Tracey Ferguson, Planning Director, stated she would update Supervisor Dwight Ceresola on the Nervino site visit.

**IX. DISCUSSION AND POSSIBLE ACTION: PURSUANT TO ALUC POLICIES, RULES, AND REGULATIONS**

**A. Confirm Commissioner Proxy Appointments**

Tracey Ferguson, Planning Director, discussed the proxy appointment requirements and the purpose of a proxy.

Commissioner Ron Matlock provided his proxy appointment form to Planning staff with Commissioner Matthew Samuelson as his proxy appointment.

Ferguson questioned whether a commissioner could be a proxy.

Commissioner Ron Matlock inquired as to why another commissioner couldn't be a proxy.

Commissioners Gordon Bennie and Shawn McKenzie stated they saw a conflict having another commissioner be a proxy.

After discussion amongst Planning staff and the Commission, Commissioner Shawn McKenzie stated he would like to have more information on whether a commissioner can be a proxy and hold off on taking action on Commissioner Ron Matlock's proxy appointment until the next meeting.

***Motion:*** Hold taking action on Commissioner Ron Matlock's proxy appointment until the next meeting of August 17, 2022,

***Moved by*** Shawn McKenzie, ***Seconded by*** Gordon Bennie.

***Vote:*** Motion carried.

***Yes:*** Matlock, Bennie, Roberts, Bishop, Samuelson, McKenzie

***Absent:*** Kennedy

Ferguson proposed holding meetings of the Airport Land Use Commission in the Board of Supervisors Chambers as the meetings can be live streamed.

Commissioner Shawn McKenzie explained that being in the Board of Supervisors Chambers would be helpful to the public and the Commission being able to call in from anywhere.

Ferguson reminded the Commission that the Brown Act requirements have been relaxed and the Commission can call in remotely from anywhere within Plumas County.

Commissioner Gordon Bennie stated moving the meetings to the Board of Supervisors Chambers should be agenized for the next meeting so action can be taken.

**X. DISCUSSION AND POSSIBLE ACTION:** *Revised ALUC Response to California Department of Transportation, Office of Community & Regional Planning Letter Dated April 7, 2022 with Caltrans Aeronautics Comments*

Tracey Ferguson, Planning Director, stated the letter was updated by Planning staff with the current dates of the Commission's review of the Airport Land Use Compatibility Plans.

A small pause in the discussion of the letter occurred while Ferguson printed copies of the most recent version after realizing the letter provided to the Commission was not the most recent version.

Ferguson briefly went over the comments in the revised letter and explained the letter requests Caltrans Aeronautics to contact the ALUC Clerk, Tim Evans, to schedule the ALUC training offered by Caltrans Aeronautics.

**Motion:** *Commissioner Ron Matlock, Airport Land Use Commission Chair, sign the letter and Planning staff send the letter to the Department of Transportation, Office of Community & Regional Planning,*

**Moved by** *Shawn McKenzie, Seconded by Matthew Samuelson.*

**Vote:** *Motion carried.*

**Yes:** *Matlock, Bennie, Roberts, Bishop, Samuelson, McKenzie*

**Absent:** *Kennedy*

**XI. DISCUSSION:** *ALUC Review of Airport Land Use Compatibility Plan – Nervino Airport*  
Tracey Ferguson, Planning Director, stated the discussion of the Airport Land Use Compatibility Plan for Nervino Airport is the first review of the Airport Land Use Compatibility Plans (Plans).

After discussion amongst the Commission and Planning staff, the consensus was to use the Airport Land Use Compatibility Plan template from the 2011 California Airport Land Use Planning Handbook to update the Airport Land Use Compatibility Plans.

Ferguson stated the appendices in the Plans need to be evaluated to ensure they are the most recent versions. Commissioners Shawn McKenzie and Gordon Bennie explained the materials that comprise the appendices is readily available and is published material.

Ferguson questioned if the 'safety zones' shown in Appendix B are still applicable to Nervino Airport. Commissioner Shawn McKenzie explained the 'safety zones' are from Federal Aviation Administration (FAA) Part 77 and should still be applicable.

Discussion amongst the Commission ensued regarding the length of the runway at Nervino Airport and whether it was considered "medium" or "long." Commissioner Herb Bishop stated the runway is just over 4,600 feet long. Commissioner Shawn McKenzie stated the runway is considered 'medium' and extending it would cause it to be considered 'long.'

Commissioner Gordon Bennie suggested incorporating impact zones for both 'medium' and 'long' runways so the extension of the runway can be taken into account in the updated Plan.

Ferguson suggested inviting Bill Powers and John Williamson, both of which attended prior ALUC meetings and provided background on a runway extension, to come back to further discuss the runway extension at Nervino Airport.

Commissioner Shawn McKenzie mentioned on premise changes must be reviewed by the Commission, such as a company wanting to put in avionics, which would change the impact zones.

Ferguson brought up a runway extension changing the safety compatibility zones and noise contours and mentioned Table 9B *Basic Safety Compatibility Qualities* of Appendix A needs to be reviewed for accuracy.

Ferguson mentioned Appendix E shows noise contours, needs to be brought up to current, and questioned whether an outside professional would need to be hired to complete a noise study. Commissioner Gordon Bennie explained the FAA has ways/restrictions to mitigate noise impacts to the area surrounding an airport.

Ferguson read the portion of the Plan concerning "Overflights." The commissioners were in agreement that overflights would not be an issue and explained overflights, or low flight, occur by the Military in the Military Operations Area (MOA).

Discussion occurred surrounding Section F. *Limits on ALUC Authority* and Ferguson explained the Commission's authority comes from the ability to review impacts, but not operations.

Commissioner Gordon Bennie stated the Plan has a lot of information and questioned if the 2002 California Airport Land Use Planning Handbook contains the same information as the 2011 California Airport Land Use Planning Handbook. Ferguson explained that she read through the 2011 California Airport Land Use Planning Handbook and there appears to be differences between the handbooks.

Ferguson instructed the Commission to read through the plan for the next meeting.

Commissioner Gordon Bennie stated the update to the Plan needs to be agendaized for action.

## **XII. FUTURE AGENDA ITEMS**

### ***A. Almanor Recreation and Park District projects in the vicinity of Rogers Field***

Tracey Ferguson, Planning Director, stated Planning staff has no further updates on this item, Planning staff is working with the Almanor Recreation and Park District, Charlie Plopper is our contact, and the item will be kept on the agenda as an ongoing item.

### ***B. Commissioners' site visits to Rogers Field and Gansner Airport***

Tracey Ferguson, Planning Director, posed to the Commission on how they would like to proceed with site visits in relation to the update of the Plans.

Commissioner Ron Matlock stated he would like to proceed with looking at all of the airports. Commissioner Gordon Bennie agreed that the Commission should move forward with the remaining site visits.

After discussion amongst the Commission, the decision was to have the ALUC Clerk establish a meeting for a site visit to Gansner Airport sometime in the week of August 22, 2022.

C. *Proposed improvements and expansions at Nervino Airport and Rogers Field*  
Commissioner Ron Matlock questioned if there was a fence all the way around Rogers Field. Commissioner Shawn McKenzie stated only 75% of the area around the airport was fenced.

Commissioner Ron Matlock explained that he talked to the Federal Aviation Administration (FAA) about grant funding for fencing and security.

Tracey Ferguson, Planning Director, explained that grant funding for airport improvements is a would be something to discuss with JD Moore, Facility Services Director/Airports Manager.

D. *Federal Aviation Administration (FAA) and Caltrans funding*

Tracey Ferguson, Planning Director, stated an item could be added to the agenda to have JD Moore, Facility Services Director/Airports Manager, and Brandley Engineering to discuss grant funding for the airports.

**XIII. ADJOURNMENT**

***Motion:*** Adjournment to the meeting scheduled for August 17, 2022,

***Moved by*** Shawn McKenzie, ***Seconded by*** Gordon Bennie.

***Vote:*** Motion carried.

***Yes:*** Matlock, Bennie, Roberts, Bishop, Samuelson, McKenzie

***Absent:*** Kennedy