Agenda

- ➲ **Welcome & Introductions**

- ➲ **Project Process & Schedule**

- ➲ **Roles & Responsibilities**

- ➲ **Project Coordination & Public Participation**

- ➲ **Issues & Influences**

- ➲ **Comments & Questions**

- ➲ **Adjourn**

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Consulting Team

➲ **Barnard Dunkelberg & Company/**Denver, CO/Tulsa, OK

- **Peter Van Pelt**/Project Manager
- **Mark McFarland**/Consultant Team Coordinator
- **Ryan Hayes**/Lead Technical Planner

➲ **Craig Communications/**Pinole, CA

- **Tracy Craig**/Principal & Outreach Coordinator
- **Marie Rainwater**/Facilitator

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The Planning Process
Why We Master Plan

Why We Master Plan

➲ **To Revise and Update our ALPs Based Upon Current and Forecasted Needs**

➲ **To Establish a Basis for Updating Your Airport ACIP**

➲ **Both are Critical to the Master Planning Process, but Master Planning is much, much more…**

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Why We Master Plan (continued)

- ➲ **To Help Envision a Comprehensive View and Future for Your Airport**

- ➲ **To Establish a Course, Role, and Position for Your Airport**

- ➲ **To Help You Engage in Public Dialog Regarding the Needs of a Critical Part of Your Local Infrastructure**

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Planning Process

➲ **Inventories**

➲ **Forecast of Aviation Activity**

➲ **Capacity & Facility Requirements Determination**

➲ **Alternatives and Plan Development**

- Airfield
- Landside

➲ **Implementation Plan**

➲ **Financial Implementation Plan**

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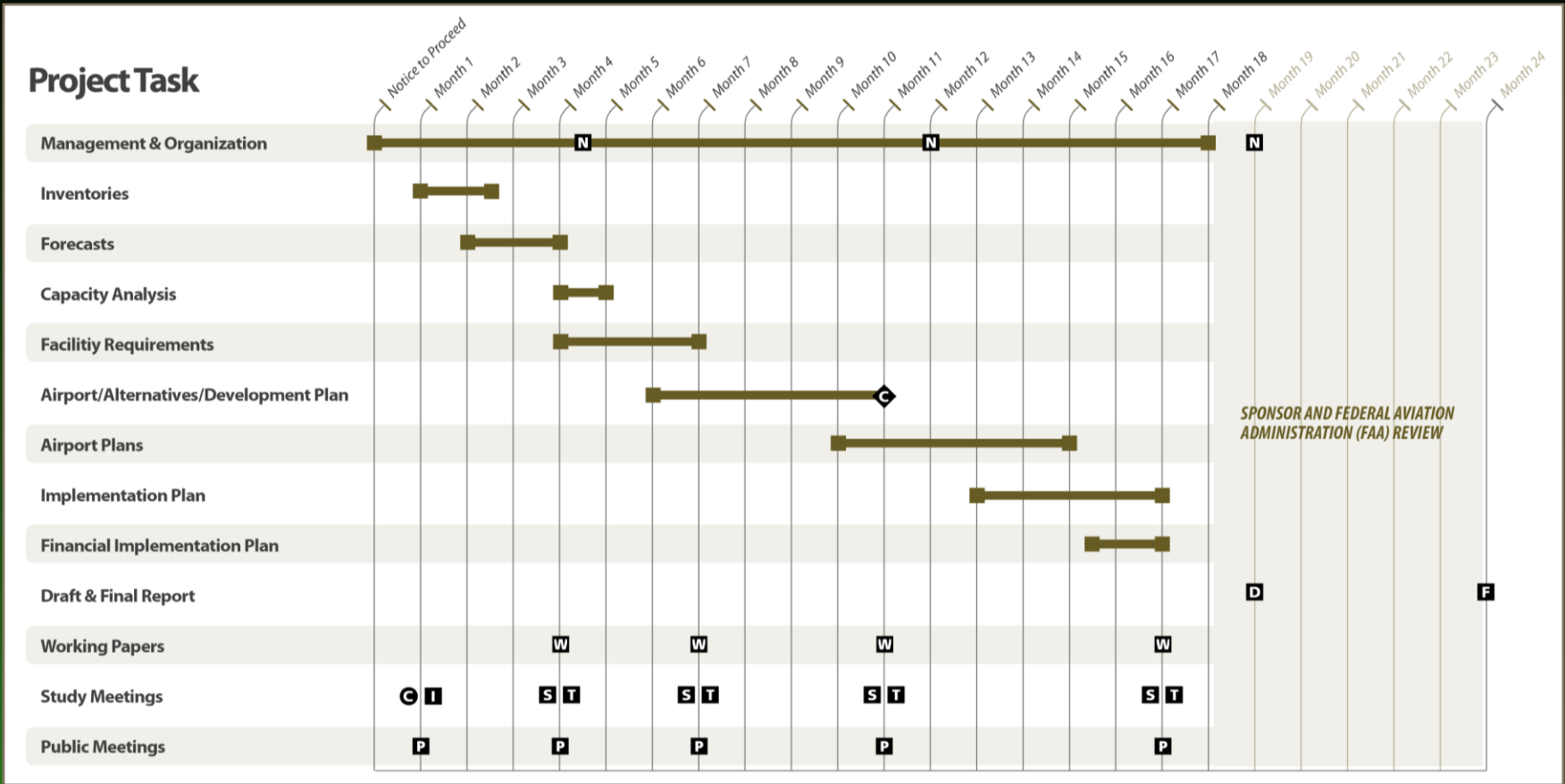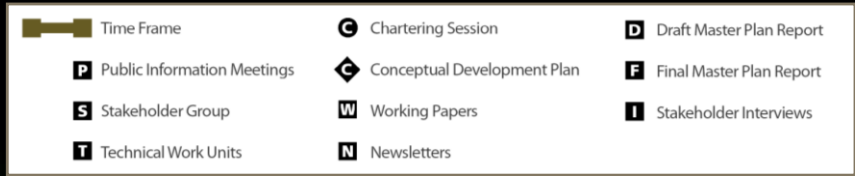
Meeting/Presentations

- ⟳ **Chartering Session**
- ⟳ **Stakeholder Interviews**
- ⟳ **Working Group Meetings (4)**
- ⟳ **Public Information Meetings (4)**
- ⟳ **Officials Briefing/Presentation of Recommendations**
- ⟳ **Progress Meetings**

Project Schedule

Project Task

Project Task	Notice to Proceed / Months 1–24
Management & Organization	Time frame Month NTP–17; **N** at Month 3, **N** at Month 11, **N** at Month 18
Inventories	Time frame Month 1–2
Forecasts	Time frame Month 2–4
Capacity Analysis	Time frame Month 3–4
Facilitiy Requirements	Time frame Month 3–6
Airport/Alternatives/Development Plan	Time frame Month 5–10; **C** at Month 10
Airport Plans	Time frame Month 9–14
Implementation Plan	Time frame Month 12–16
Financial Implementation Plan	Time frame Month 14–16
Draft & Final Report	**D** at Month 18; **F** at Month 24
Working Papers	**W** at Month 3, Month 6, Month 10, Month 16
Study Meetings	**C I** at NTP; **S T** at Month 3, Month 6, Month 10, Month 16
Public Meetings	**P** at NTP, Month 3, Month 6, Month 10, Month 16

SPONSOR AND FEDERAL AVIATION ADMINISTRATION (FAA) REVIEW

THE **Barnard Dunkelberg** ›› **Company** TEAM

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Roles & Responsibilities

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Roles & Responsibilities

➲ **Consultants**

- Technical Analysis
- Process Driver
- Project Guidance

➲ **Federal Aviation Administration (FAA)**

- Approval of Forecasts
- Approval of Airport Layout Plan (ALP) Drawing Set

➲ **Sponsor** (Solano County)

- Policy Direction
- Approval of Concepts & Final Products

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Project Coordination & Participation

➲ **Purpose**

➲ **Participants**

- Stakeholder Group
- Technical Work Unit(s)
- Public

➲ **Meetings/Workshops/Open Houses**

➲ **Project Website & Online Newsletters**

➲ **Published Materials** (Working Papers, etc.)

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Stakeholder Group Role

⮌ **Stakeholder Group = Study Committee**

  ▪ Sounding Board

  ▪ Provides Feedback to Consultant & Sponsor

⮌ **Composition of Group**

  ▪ Typical: 20 to 30 Members, Comprehensive Representation of Interested Parties/Groups (i.e., On-Airport Business, Tenants & Organizations; Community Interest Groups; Business/Economic Development Organizations; and Local Government Representatives)

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Public & Stakeholder Engagement

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Project Coordination/
Public & Stakeholder Engagement

➲ **GOALS**

- Develop a Comprehensive Public and Stakeholder Outreach Process
- Deliver an Inclusive Perspective with no Surprises

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Setting the Tone for Community Dialogue

➲ **Provide Opportunities for Objective and Inclusive Input from the Public & Stakeholders of All Opinions**

➲ **Make the Planning Process Open & Transparent**

➲ **Provide Clear, Concise & Accurate Information**

➲ **Understand Local Issues**

➲ **Manage Community Expectations Regarding Scope of Study & Possible Results**

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Project Coordination/
Public & Stakeholder Engagement (continued)

➲ **APPROACH**

- Understand/Communicate Micro and Macro Picture
- Know/Involve the Community
- Ensure Process is Accessible, Inclusive, and Creative
- Develop a Broad-Based, Balanced Study Committee
- Interact with the Business Community & Local Neighbors Alike
- Involve Multiple Agencies

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Issues &
Influences

Issues/Influences & Considerations

- ➲ **Comprehensive Fresh Review of Role & Facility Needs**

- ➲ **Relatively Limited Existing Landside Development Area**

- ➲ **Runway Length Analysis**

- ➲ **Confirm/Determine Airport Reference Code (ARC)**

- ➲ **Business & Financial Planning**

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Comments Rule

Public Comment Rules

- ➲ **One speaker at a time**
- ➲ **Be concise**
- ➲ **Be respectful – don't talk while others are at the microphone and take conversations outside**
- ➲ **Speak directly into the microphone**
- ➲ **In the interest of time – one time at the microphone only**
- ➲ **Use comment cards for additional and follow-on comments**

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Comments and Questions

Your Goals, Thoughts & Comments on Desired Outcomes

For Additional Information/Comments

⮑ **Andrew "Andy" Swanson, Airport Manager**

- **Nut Tree Airport**
- Solano County, General Services Department
- 301 County Airport Road, Suite 205
- Vacaville, California 95688
- Phone: 707 469-4600
- Email: AJSwanson@SolanoCounty.com

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Public Participation Process

- Critical Element of Planning Process

- Encourage and Support Involvement

- Various Methods and Forums for Input

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Public Participation Process (CONTINUED)

➲ **County Staff Working Committee**

- Ensure County Policies, Plans and Standards are Incorporated in the Process

- Use of Technical Experts, Other Agency Personnel for Specific Issues

- Meet for Duration of Project

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Public Participation Process (CONTINUED)

⮌ **Stakeholder Group – 5 meetings**

- ▪ Provide External Feedback to the Consultant and for the Process

- ▪ Representatives of Airport Businesses & Users, Neighboring Jurisdictions, Economic Development, Municipal Advisory Councils, Officials, etc.

- ▪ Process of Developing Meeting Design and Ground Rules

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Public Participation Process (CONTINUED)

➲ Public Meetings – 5 meetings

- Provide Ongoing Opportunity Ensure that Plans Are Consistent with Residents Needs and Are Acceptable

- Provide Input and Feedback

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Public Participation Process (CONTINUED)

➲ **Outreach Materials**

- ▪ Online Newsletters/Updates
- ▪ Use of Local TV and City Websites
- ▪ Project Specific Website
- ▪ Introductory Brochure
- ▪ Fact Sheets and Postcards

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Public Participation Process (CONTINUED)

➲ **Get Involved…Stay Involved!**

➲ **We Need Your Thoughts and Ideas!**

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