

SHASTA COUNTY
AIRPORT LAND USE COMMISSION
(ALUC)

MINUTES

Date: February 17, 2016
Time: 2:00 P.M.
Place: Board of Supervisors' Chambers
Shasta County Administration Center
1450 Court Street, Room 263
Redding, CA 96001

ROLL CALL

ALUC MEMBERS

Les Baugh, Shasta County Supervisor District 5
Gary Cadd, City of Redding Council Member
Bryant Garrett, Redding Municipal Airport Manager
Scott Wahl, Public Works Director-Engineering (Alternate)
Steve Frost, General Public Representative

ABSENT

Neil McAuliffe, Department of Public Works Supervising Engineer
Baron Browning, City of Anderson Council Member
Bill Schappell, Shasta County Supervisor District 4
James Yarbrough, City of Anderson (Alternate)

STAFF

Richard W. Simon, Director of Resource Management/ALUC Secretary
James Ross, Assistant County Counsel
Bill Walker, Planning Division Manager
Lisa Lozier, Senior Planner
Buffy Gray, Agency Staff Services Analyst I/Recording Secretary

Note: All unanimous actions reflect a 5-0 vote.

CONFLICT OF INTEREST DECLARATIONS: None

PUBLIC COMMENT-OPEN TIME: None

APPROVAL OF MINUTES: December 16, 2015 - Minutes

By motion made, seconded (Baugh/Cadd) carried by a 4-0 vote, the Commission approved the minutes of December 16, 2015, as submitted. Commissioner Wahl abstained due to the fact he was not present at the December 16th meeting.

REGULAR CALENDAR:

- R1:** **PRESENTATION:** Update from ALUC staff regarding public access to Airport Land Use Commission items and information on the internet. ALUC Staff Planner, Lisa Lozier.

Staff Planner Lisa Lozier provided the Commission with a real-time demonstration of the Airport Land Use Commission link on the Resource Management website.

Richard Simon, Director of Resource Management stated the Airport Land Use Commission agenda is posted on the website prior to each meeting. Mr. Simon stated there are links within the agenda with addition information.

Commissioner Garrett stated he would provide staff with the 2014 version of the Redding Municipal Airport Master Plan to be posted on the website.

Commissioner Baugh stated he would like to see staff contact information on the website along with a list of the Commissioners who are representing the public.

- R2:** Consider potential revisions to ALUC Resolution 03-003 “Rules of Procedure for the Operation of and Conduct of Business before the Airport Land Use Commission” and provide direction to staff. ALUC Staff Planner, Lisa Lozier.

Rules of Conduct, Rule #1

Staff Planner Lisa Lozier discussed having Airport Land Use Commission meetings on a more regular basis to conduct the necessary business of the Commission.

The Commission discussed how often they feel it would be necessary to convene for the Airport Land Use Commission meetings and what days and times would be best for all members of the Commission. The consensus of the Commission was to have semi-annual meetings with the meetings occurring the first week of the month and having the first meeting of each year in February.

Paul Osterman, member of the public suggested having meetings each month so the Commission can get to know one another and understand their role as Commissioners of the Airport Land Use Commission.

Rules of Conduct, Rule #9

Staff Planner Lisa Lozier discussed Rules of Conduct, rule #9 on voting.

Richard Simon, Director of Resource Management stated after reviewing the Rules of Conduct for the Board of Supervisors and the Planning Commission it has been determined that the language is the same for both bodies as well as for the Airport Land Use Commission. Mr. Simon recommended to the Commission that the language be maintained as it is currently written. Mr. Simon explained the appeal process.

James Ross, Assistant County Counsel explained that when the Commission takes action, it is very important that the findings for its decision be included in the resolution. If Commission action is appealed to a court, the court will look to the findings to understand why the Commission took the action. If no findings are made, the Commission's action may not withstand legal challenge. Before the Commission hearing, along with the staff report, staff prepares a draft resolution with findings which support staff's recommended action. If the Commission decides to take a different action, such as denying a project, staff cannot predict what findings the Commission may make for taking that action. So the Commission would need to pass a resolution of intent, and direct staff to prepare a new resolution with findings to be adopted at the next Commission meeting.

The Commissioner's discussed Rules of Conduct #9 and decided to leave the rule as currently written.

Rules of Conduct, Rule #16

Staff Planner Lisa Lozier discussed Rule #16. Ms. Lozier recommended that the Airport Land Use Commission Board of Administrative Review (ALUBAR) be a more flexible body and only meet as necessary. Ms. Lozier stated ALUBAR is a smaller body and reviews items that may not be significant enough to be brought to the Commission. ALUBAR members include ALUC Secretary Richard Simon, Commissioner Frost, and Commissioner Garrett.

The Commission discussed Rules of Conduct #16 and agreed with Ms. Lozier's recommendation.

- R3:** Consider scheduling a workshop for the Airport Land Use Commission related to the role and responsibilities of Airport Land Use Commissioners and the conduct of business before the Airport Land Use Commission, and provide direction to staff. ALUC Staff Planner, Lisa Lozier.

Staff Planner Lisa Lozier discussed setting up a workshop for the Commissioners on the roles and responsibilities of the Commission.

James Ross, Assistant County Counsel explained what items he plans to discuss at the workshop and asked the Commission if there are any other items they would like to see as part of the workshop.

Commissioner Frost stated he would like to learn the protocol for how the meeting works.

Richard Simon, Director of Resource Management suggested that the Commission choose a month that works for them and then have staff send out a "WhenIsGood" e-mail with date/time options.

The Commission agreed on April or May as the months for the workshop. The Commission liked the idea of sending out a "WhenIsGood" e-mail for the date and time of the workshop.

ADJOURNMENT: There being no further business, the meeting adjourned at 2:59 p.m.

Submitted by:



Buffy Gray, Agency Staff Services Analyst I
Department of Resource Management
County of Shasta