

**Contra Costa County  
Aviation Advisory Committee  
Meeting Agenda  
550 Sally Ride Drive, Concord, CA 94520  
Thursday, September 10, 2020, 10:00 a.m.**

**REMOTE  
MEETING**

**SIGN IN WITH THESE ZOOM INSTRUCTIONS:**

- No registration is required
- Copy the link and paste into your browser to sign in from your computer or smartphone:
- <https://zoom.us/j/93520261200>
- Follow the prompts to open Zoom and enable computer video and audio.
- Meeting ID: **935 2026 1200**

To call in from mobile or landline phone (audio only, no video), call the following number and enter the meeting ID above: **1 669 900 6833**

1. **Roll Call**
2. **Public Comment Period**
3. **Approval of the Aviation Advisory Committee's August 13, 2020 Meeting Minutes**
4. **Consider Consent Items**
  - a. Accept the airport Noise & Statistics Report (July 2020)
  - b. Accept relevant Board Orders (August 2020)
5. **Presentations:**
  - a. Present Contra Costa County Airports Recognition Awards to Marc Ausman and Maurice Gunderson
6. **Discussion/Action Items**
  - a. Review and Discuss Byron General Plan Amendment Update
  - b. Review and Discuss Airport Business/Development items
    - 4.14-Acre Phase 1 Development, Byron
    - 3-Acre Light Industrial Development, Buchanan
    - 4.6-Acre Development, Buchanan
    - 0.86-Acre Development, Buchanan
    - Terminal Building/ARFF/Administration Office
  - c. Overview of the airport development review process
  - d. Discuss Byron Airport becoming temporary Helibase for Cal Fire
  - e. Discuss status of Runway 14L/32R Project
  - f. Discuss Byron Airport Infrastructure Analysis (water, wastewater, and utilities)
  - g. Buchanan Field Security Upgrade Project
  - h. Discuss Byron Airport ARFF/maintenance storage building
  - i. Update regarding new FAA flight approaches to Buchanan Field
  - j. Discuss Airport Enterprises fund FY 2019-2020 Budget
  - k. Bay Area Test Site Update
7. **Future Agenda Items**
8. **Adjourn**

**Next AAC Meeting (tentative): Thursday, October 8, 2020 at 10:00am  
Next Airport Committee Meeting (tentative): Thursday, November 5, 2020 at 11:00am**

## AVIATION ADVISORY COMMITTEE

### ATTENDANCE ROSTER FOR 2020

AAC Members	Representing	Contact Information	Jan 9	Feb 13	Mar 12	Apr 9	May 14	Jun 11	Jul 9	Aug 13	Sep 10	Oct 8	Nov 12	Dec 10	Total # Abs
Dale Roberts	District 1	datenkale@netscape.net	ABS	Y	Y	N	Y	Y	Y	Y					
Cody Moore	Airports Bus. Assoc.	cody@ccrjet.com	Y	Y	ABS	O	Y	ABS	Y	ABS					
Eric Meinbress	Member at Large	ericmeinbress@comcast.net	Y	ABS	Y	-	Y	Y	Y	Y					
Ronald Reagan	District 3	ron@rmsea.com	Y	ABS	ABS	M	Y	Y	ABS	ABS					
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com	Y	Y	ABS	E	Y	ABS	Y	ABS					
Russell Roe	District 5	russroe@pacbell.net	Y	Y	Y	E	---	---	---	---	---	---	---	---	0
Keith McMahon	City of Concord	keithcmcmahon@gmail.com	Y	Y	Y	T	Y	Y	Y	Y					
Roger Bass	District 2	twofivexray@yahoo.com	Y	Y	ABS	I	Y	Y	Y	Y					
Maurice Gunderson	Member at Large	mauricegunderson@mac.com	Y	ABS	Y	N	Y	Y	Y	Y					
Tom Weber	District 4	Tr-weber@sbcglobal.net	ABS	Y	Y	G	Y	Y	Y	ABS					
Emily Barnett	Member at Large	emilyebarnett@gmail.com	Y	Y	ABS	-	Y	Y	Y	Y					
Donna Dietrich	Airport Neighbor - Pacheco	concordcascade_mgr@equitylifestyle.com	ABS	ABS	Y	-	ABS	ABS	ABS	ABS					
Steven Starratt	Airport Neighbor - Byron	starratt@pacbell.net	Y	Y	Y	-	Y	Y	Y	ABS					
Christopher Baker	District 5	Cirruspro@hotmail.com	---	---	---	---	---	---	---	Y					
Was There a Quorum? Y or N			Y	Y	Y	-	Y	Y	Y	Y					

ABS = Absent, Y = Present, N = No

### TERM EXPIRATION AND TRAINING CERTIFICATION

AAC Members	Representing	Term Expiration Date	Brown Act & Better Gov't Ordinance Video Completion Date	Ethics Orientation for County officials Completion Date
Dale Roberts	District 1	2/28/23	8/6/17	9/13/17
Cody Moore	Airports Bus. Assoc.	2/28/22	3/20/19	3/21/19
Eric Meinbress	Member at Large	2/28/23	1/7/18	1/7/18
Ronald Reagan	District 3	2/28/21	4/12/16	4/12/16
Derek Mims	City of Pleasant Hill	2/28/21	1/12/17	1/12/17
Christopher Baker	District 5	2/28/23		
Keith McMahon	City of Concord	2/28/22	3/4/18	3/4/18
Roger Bass	District 2	2/28/21	5/9/18	6/25/18
Maurice Gunderson	Member at Large	2/28/21	4/5/16	4/6/16
Tom Weber	District 4	2/28/23	4/12/18	4/12/18
Emily Barnett	Member at Large	2/28/22	3/10/17	3/10/17
Donna Dietrich	Pacheco Neighbor	2/28/21	7/31/19	12/9/18
Steven Starratt	Byron Neighbor	2/28/21	9/7/18	10/10/18

**DRAFT**

**CONTRA COSTA COUNTY  
AVIATION ADVISORY COMMITTEE  
MEETING MINUTES  
August 13, 2020**

**MEETING CALLED:** Chair Maurice Gunderson called the meeting to order at 10:02 am remotely on Zoom meeting technology.

**PRESENT:** **Emily Barnett, Vice Chair, Member At-Large**  
**Roger Bass, District II**  
**Maurice Gunderson, Chair, Member At-Large**  
**Keith McMahon, City of Concord**  
**Eric Meinbress, Member At-Large**  
**Dale Roberts, District I**  
**Christopher Baker, District V**

**ABSENT:** **Derek Mims, City of Pleasant Hill**  
**Cody Moore, Airport Business Association**  
**Steve Starratt, Airport Neighbor – Byron Airport**  
**Ronald Reagan, District III**  
**Tom Weber, District IV**  
**Donna Dietrich, Airport Neighbor – Pacheco**

**STAFF PRESENT:** Keith Freitas, Director of Airports  
Beth Lee, Assistant Director of Airports - Administration  
Russel Milburn, Assistant Director of Airports – Operations  
Judith Evans, Administrative Analyst  
Elke Soberal, Administrative Analyst  
Daniel Barrios, Department of Conservation & Development,  
Senior Planner

**COMMENTS  
BY CHAIR:** Chair, Maurice Gunderson called the meeting to order and welcomed Chris Baker to the AAC meeting.

**PUBLIC COMMENT PERIOD:**  
  
Keith Freitas reported that four long-time members of the airports passed away in the last four months and requested to adjourn the meeting in the memory of Rick Lambert, Michael Jahn, Jack Davi, and Dr. Dick Rihn.

## APPROVAL OF

**7/20/20 MINUTES:** Moved by Dale Roberts; seconded by Roger Bass. Yes: Emily Barnett, Maurice Gunderson, Keith McMahon, Eric Meinbress, Cody Moore, Christopher Baker. No: None. Abstained: None. Absent: Derek Mims, Cody Moore, Steve Starratt, Ronald Reagan, Tom Weber, and Donna Dietrich,

## APPROVAL OF CONSENT ITEMS:

Moved by Emily Barnett; seconded by Dale Roberts. Yes: Roger Bass, Maurice Gunderson, Eric Meinbress, Cody Moore, Keith McMahon, Christopher Baker. No: None. Abstained: None. Absent: Derek Mims, Cody Moore, Steve Starratt, Ronald Reagan, Tom Weber, and Donna Dietrich,

## 5. DISCUSSION/ACTION ITEMS:

### a. Review and Discuss Byron General Plan Amendment Update

Daniel Barrios reported that the Department of Conservation and Development (DCD) continues to work with consultant DUDEK and are moving forward with the Traffic Impact Analysis, which is expected to be completed by the end of October. The EIR Analysis should be completed around the end of the year.

### b. Review and Discuss Airport Business/Development Items

- **4.14-Acre Phase I Development, Byron:**  
Beth Lee reported that a draft lease is going through the final review process with the expectation of taking it to the Board of Supervisors in September. Mark Scott Construction hopes to break ground in the Fall.
- **3-Acre Business Park Development:**  
This development project was approved well over 2 years ago, but County staff is still working with the developer to start the construction process. The project was delayed back somewhat due to the Buchanan Field Flood Report update but that is near completion with the hope to begin construction next Spring.
- **4.6-Acre Development, Buchanan:**  
This development project (a storage facility) is expected to go before the City of Concord's Planning Commission in late September or early October with construction anticipated to begin late fall or early Spring.
- **0.86-Acre Development, Buchanan:**  
Volans-i has been selected as the developer and intends to build hangar and office space. Airport staff is waiting to hear what their timeline is for development.

- **Terminal Building/ARFF/Administration Office:**

Beth Lee discussed progression of the terminal building project. The site plan is 95% complete, and they are working on construction drawings. Construction is expected to start in Spring of 2021.

**c. Provide overview of the airport development review process**

This agenda item is in response to Dale Robert's question from the July AAC meeting asking how the community is notified about new airport development and how they can provide feedback. Beth Lee advised that a general outline of the development pathway is available on the Airport website. She explained that for new projects, particularly with a non-aviation component:

- Notices are sent to adjacent neighbors to provide input
- Developers also reach out to adjacent communities as needed to discuss and provide project details

There was further discussion of Fire Station 9's relocation to the west side of the Airport and its potential impact to the surrounding community.

**d. Discuss 2020 Fuel Flowage Report:**

Fuel flowage numbers were down due to the pandemic but are increasing. Business is picking up at both airports.

**e. Request for FAA to Expand Operational Hours (now 8am to 6pm)**

Russell Milburn reported that the FAA Air Traffic Control have increased operational hours at the request of Airports staff due to the increase in flights, runway project, and for increased safety. However, potential exposure to COVID-19 led to ATC Zero which occurs when FAA is unable to safely provide air traffic services. This situation has shown the value of the controllers and how important they are to the airfield.

**f. Runway 14L/32R Project Update**

Russell Milburn gave an update on the 14L/32R runway project which is expected to be completed by the end of September.

**g. 2020 – 2035 FAA Airport Capital Improvement Program**

Keith Freitas reported that he will meet next week with the FAA San Francisco Airports District Office Staff regarding grants for future projects for Buchanan Field Airport including Buchanan Field security upgrades, terminal building project and Master Plan.

**h. Bay Area Test Site Update**

Keith Freitas reported that a familiar company 3DR and a new company called Essential Aero want to partner with Contra Costa County specifically to get into airport safety related

inspections through software and equipment and they are looking at three areas: security, perimeters and fencing patrol; inspection of pavements on an airfield; and lastly wildlife hazard abatement. Both companies are impressed with Buchanan Field and Byron Airports but are specifically interested in Byron Airport.

**i. Discuss Byron Airport Infrastructure Analysis (water, wastewater, and utilities)**

Beth Lee stated that the Byron Airport Infrastructure Analysis was done back in 2013 to determine what the needs were and more importantly the related costs. Since that time the General Plan Amendment has led to better land use information and many building codes have changed. As such, Airport staff felt necessary to update the infrastructure analysis given the number of anticipated new developments. A new analysis it is underway currently and it is expected to be completed within the next thirty to forty-five days.

**j. Buchanan Field Security Upgrade**

Keith Freitas reported that an entity has been selected to do the design work for the security upgrades. The scope of work is expected to be done by the end of September and the contract should be finalized by the end of October. The focus is on fencing, access control, vehicle pedestrian gates, new access control system technology, and lighting.

**k. Discuss Byron Airport ARFF/maintenance storage building**

Russell Millburn reported he has the permits in hand to build the ARFF building and the building has been ordered and is scheduled for delivery on September 30<sup>th</sup>. The building is expected to be completed by the end of the year if weather permits.

**FUTURE AGENDA ITEMS/COMMENTS**

- Potential new approaches into the airport

**ADJOURNMENT:** The Chair motioned to adjourn the meeting in memory of fellow pilots, colleagues, and longtime supporters of Buchanan Field: Rick Lambert, Jack Davi, Michael Jahn and Dr. Dick Rihn at 10:57 am. Moved by Keith McMahon, seconded by Roger Bass. Passed unanimously.

## **FINAL**

### **CONTRA COSTA COUNTY AVIATION ADVISORY COMMITTEE MEETING MINUTES July 9, 2020**

**MEETING CALLED:** Chair Maurice Gunderson called the meeting to order at 10:00 AM Remotely on Zoom meeting technology.

**PRESENT:** **Emily Barnett, Vice Chair**, Member At-Large  
**Roger Bass**, District II  
**Maurice Gunderson, Chair**, Member At-Large  
**Keith McMahon**, City of Concord  
**Eric Meinbress**, Member At-Large  
**Derek Mims**, City of Pleasant Hill  
**Cody Moore**, Airports Business Association  
**Dale Roberts**, District I  
**Steven Starratt**, Airport Neighbor – Byron Airport  
**Tom Weber, Secretary**, District IV

**ABSENT:** **Donna Dietrich**, Airport Neighbor – Pacheco  
**Ronald Reagan**, District III

**STAFF PRESENT:** Keith Freitas, Director of Airports  
Russel Milburn, Assistant Director of Airports – Operations  
Judith Evans, Administrative Analyst  
Daniel Barrios, Department of Conservation & Development, Planner  
Will Nelson, Department of Conservation & Development, Planner

#### **COMMENTS**

**BY CHAIR:** Chair, Maurice Gunderson called the meeting to order and asked for roll call.

#### **PUBLIC COMMENT PERIOD:**

Keith Freitas commented that he received a question about notification to the public concerning new development. This will be added to the next AAC agenda.

Maurice Gunderson reported that long time pilot, Thomas Yount passed away.

#### **APPROVAL OF 6/11/20 MINUTES:**

**Moved by Steven Starratt; seconded by Derek Mims; Yes: Emily Barnett, Roger Bass, Maurice Gunderson, Keith McMahon, Eric Meinbress, Cody Moore, Dale Roberts, Tom Weber. No: None. Abstained: None. Absent: Donna Dietrich, Ronald Reagan.**

## **APPROVAL OF**

### **CONSENT ITEMS:**

**Moved by Keith McMahon; seconded by Steven Starratt; Yes: Emily Barnett, Roger Bass, Maurice Gunderson, Eric Meinbress, Cody Moore, Dale Roberts, Tom Weber. No: None. Abstained: None. Absent: Donna Dietrich, Ronald Reagan.**

## **5. DISCUSSION/ACTION ITEMS:**

### **a. Review and Discuss Byron General Plan Amendment Update**

Daniel Barrios reported that the Department of Conservation and Development (DCD) continues to work with consultant DUDEK to set milestones to complete transportation impact analysis by year end.

### **b. Review and Discuss Airport Business/Development Items**

- **4.14-Acre Phase I Development, Byron:**

Keith Freitas reported that a signed lease is anticipated in the next 30-60 days with Mark Scott Construction and break ground in the Fall.

- **4.6-Acre Development, Buchanan:**

This development project (a storage facility) is expected to go before the City of Concord's Planning Commission in September with construction anticipated to begin upon approval.

- **0.86-Acre Development, Buchanan:**

Volans-i selected as developer and intends to put hangar and office space. Construction not expected until sometime in 2021.

- **Terminal Building/ARFF/Administration Office:**

Keith Freitas discussed progression of the terminal building project.

### **c. Discuss JSX 2020 Performance Report**

Keith Freitas reviewed JSX's enplanement statistics. Enplanement numbers are down across the board due to the pandemic.

### **d. Discuss 2020 Fuel Flowage Report:**

Fuel flowage numbers were down due to the pandemic but is increasing. The County Airports are fortunate to have diverse income sources.

### **e. Request for FAA to Expand Operational Hours (now 8am to 4pm)**

Russell Milburn reported that Airports Division has requested FAA to increase operational hours due to increase in flights, runway project, and for increased safety.

**f. Runway 14L/32R Project Update**

Russell Milburn gave an update on the 14L/32R runway project.

**g. 2020 – 2035 FAA Airport Capital Improvement Program**

Keith Freitas reviewed the list of future projects for Buchanan Field and Byron Airports, including Buchanan Field security upgrades, terminal building project and Master Plan.

**h. Bay Area Test Site Update**

Keith Freitas recognized and thanked Maurice Gunderson for his efforts with the Bay Area Test Site (BATS) and a possible partnership with Stanford University. Mr. Gunderson talked about the growing field of academic start-up interest in aviation technology.

**i. Buchanan Field Security Upgrade**

Russell Milburn reported on the new security signs at Buchanan Field and Byron Airports. Keith Freitas reported on the comprehensive Buchanan Field security upgrades which will likely be fully funded by FAA grant funds.

**j. Discuss AAC Meeting Minutes**

Keith Freitas talked about vacancies and low staffing levels at the Airports. As such, AAC minutes will be scaled back to capture actions taken. There was agreement that minutes should be simplified as is typical for all private and government bodies.

**FUTURE AGENDA ITEMS/COMMENTS**

- Overview of development process

**ADJOURNMENT:** The Chair adjourned the meeting at 11:13 am. Moved by Emily Barnett, seconded by Dale Roberts. Passed unanimously.

# Noise Abatement Statistics

## July 2020

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2020	2020	2019	2020	2019	
<b>TOTAL NUMBER OF COMPLAINTS</b>	<b>19</b>	<b>22</b>	<b>16</b>	<b>62</b>	<b>121</b>	<b>-49%</b>
<b>LOCATION OF COMPLAINTS</b>						
Concord	2	2	6	8	25	-68%
Pleasant Hill	7	9	4	26	33	-21%
Pacheco	1	1	2	1	4	-75%
Martinez	3	4	1	10	8	25%
Byron	0	0	0	0	0	0%
Other	6	6	3	17	18	-6%
Subtotal	19	22	16	62	88	-30%
Special Events	0	0	0	0	33	0%
<b>Total Number of Complaints</b>	<b>19</b>	<b>22</b>	<b>16</b>	<b>62</b>	<b>121</b>	<b>-49%</b>
<b>COMPLAINTS ASSOCIATED WITH</b>						
Buchanan Field Airport		20	11	40	93	
Byron Airport		0	0	0	0	
Law Enforcement/Lifeguard Lights		0	3	7	10	
Non-associated		2	2	15	18	
<b>TIME OF INCIDENT</b>						
Day (0700 - 1700)		21	8	47	78	
Evening (1700 - 2200)		0	6	9	16	
Night (2200 - 0700)		1	2	6	14	
All Times		0	0	0	13	
<b>TYPE OF COMPLAINT</b>						
Noise		9	7	23	49	
Low Flying		4	5	10	10	
Noise and Low Flying		9	4	23	60	
Too Many Aircraft		0	0	2	0	
Other		0	0	4	2	
<b>TYPE OF AIRCRAFT</b>						
Jet		1	3	9	16	
Propeller		16	7	29	68	
Helicopter		3	3	13	12	
All Types		0	0	3	7	
Unknown		2	3	8	18	
<b>TOTAL AIRCRAFT OPERATIONS</b>						
		6,182	9,057	38,290	57,192	-33%
<b>COMPLAINTS PER 10,000 OPERATIONS</b>						
		36	18	16	21	-23%
<b>COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY</b>						
		32	12	10	16	-36%

**February**

(2)- non-assoc., WC, telecommunications complaint  
(1) - non-assoc, Antioch

**March**

(1)non-assoc. low flying Bethel Island

**April**

(2) non-assoc. Military Jet PH  
(1)- other, WC, telecommunications complaint

**May**

1 other Sheriff Helo- Clayton  
1 non-assoc. Fedex Jet, Martinez  
1 non-assoc. unknown, Alamo

**June**

(2) non-assoc., unknwn helicopter, Concord  
(1) non-assoc., helicopter, San Jose

**July**

(3) low flying-helicopter PGE Clayton

# Contra Costa County Airports Monthly Operations Report

**July 2020**

	July 2020	July 2019	YTD 2020	YTD 2019	% CHANGE 2019/2020
<b>AIRCRAFT OPERATIONS</b>					
Total Operations	6,182	9,057	38,290	57,192	-33%
Local Operations	3,137	4,094	18,129	27,092	-33%
Itinerant Operations	2,380	3,773	15,334	22,272	-31%
Total Instrument Ops	484	923	3,815	6,398	-40%
<b>FUEL FLOWAGE</b>					
100 Octane	19,849	23,550	100,173	150,228	-33%
Jet Fuel	84,214	102,174	547,847	727,786	-25%
Total	104,063	125,724	648,020	878,014	-26%
<b>BYRON INFORMATION</b>					
Byron Fuel	11,723	13,738	69,203	67,246	3%
Bay Area Skydiving Fuel Purchased (gallons)	1,000	1,500	2,700	10,256	-74%
Glider Operations <sup>%</sup>					
Tow Aircraft	0	166	484	1,146	-58%
Glider Aircraft	0	166	485	1,146	-58%

**Contra Costa County  
Board of Supervisors  
Approved Board Orders  
Relating to County Airports**

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***The following certified Board Orders are attached:***

- August 4, 2020      ***APPROVE and AUTHORIZE*** the Director of Airports, or designee, to execute a month-to month hangar rental agreement with Jack A. Bernardini for a modernized, north-facing T-hangar at Buchanan Field Airport effective August 7, 2020 in the monthly amount of \$390.00, Pacheco area (100% Airport Enterprise Fund).
- August 11, 2020      ***APPROVE and AUTHORIZE*** the Director of Airports, or designee, to execute a month-to month hangar rental agreement with One Niner Right, LLC for a north-facing shade hangar at Buchanan Field Airport effective July 29, 2020 in the monthly amount of \$165.00, Pacheco area (100% Airport Enterprise Fund).



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: August 4, 2020

Subject: APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a hangar rental agreement with Buchanan Field Airport Hangar tenant

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Jack A. Bernardini for a modernized, north-facing T-hangar at Buchanan Field Airport effective August 7, 2020 in the monthly amount of \$390.00, Pacheco area.

**FISCAL IMPACT:**

The Airport Enterprise Fund will realize \$4,680.00 annually.

**BACKGROUND:**

On September 1, 1970, Buchanan Airport Hangar Company entered into a 30-year lease with Contra Costa County for the construction of seventy-five (75) hangars and eighteen (18) aircraft shelters/shade hangars at Buchanan Field Airport. In 1977 Buchanan Airport Hangar Company amended their lease to allow for the construction of another 30-year lease with Contra Costa County for the construction of seventeen (17) additional hangars. Buchanan Airport Hangar Company was responsible for the maintenance and property

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/04/2020**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

A YE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: August 4, 2020

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)  
681-4200

cc:

## BACKGROUND: (CONT'D)

On September 1, 2000, the ninety-three (93) t- and shade hangars at Buchanan Field reverted to the County ownership pursuant to the terms of the above lease.

On November 14, 2006, the Contra Costa County Board of Supervisors approved the form of the T-Hangar and Shade Hangar Rental Agreement for use with renting the County's t-hangars, shade hangars, medium hangars, and executive hangars at Buchanan Field Airport.

On February 16, 2007, the additional seventeen (17) hangars at Buchanan Field reverted back to the County pursuant to the above referenced lease. This row included six (6) large hangars which were not covered by the approved T-Hangar and Shade Hangar Rental Agreement.

On February 23, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Rental Agreement for use with the large East Ramp Hangars.

On January 16, 2009, Contra Costa County Board of Supervisors approved an amendment to the T-Hangar and Shade Hangar Rental Agreement and the Large Hangar Rental Agreement (combined "Hangar Rental Agreements") which removed the Aircraft Physical Damage Insurance requirement. The Hangar Rental Agreements are the current forms in use for rental of all the County hangars at Buchanan Field Airport.

## CONSEQUENCE OF NEGATIVE ACTION:

A negative action will cause a loss of revenue to the Airport Enterprise Fund.

## ATTACHMENTS

F-14 Hangar Agreement



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: August 11, 2020

Subject: APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a hangar rental agreement with Buchanan Field Airport Hangar tenant

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with One Niner Right, LLC for a north-facing shade hangar at Buchanan Field Airport effective July 29, 2020 in the monthly amount of \$165.00, Pacheco area.

**FISCAL IMPACT:**

The Airport Enterprise Fund will realize \$1,980.00 annually.

**BACKGROUND:**

On September 1, 1970, Buchanan Airport Hangar Company entered into a 30-year lease with Contra Costa County for the construction of seventy-five (75) hangars and eighteen (18) aircraft shelters/shade hangars at Buchanan Field Airport. In 1977 Buchanan Airport Hangar Company amended their lease to allow for the construction of another 30-year lease with Contra Costa County for the construction of seventeen (17) additional hangars. Buchanan Airport Hangar Company was responsible for the maintenance and property management of the property during the lease period.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: 08/11/2020  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II  
Supervisor  
Diane Burgis, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor  
Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: August 11, 2020

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)  
681-4200

cc:

BACKGROUND: (CONT'D)

September 1, 2000, the ninety-three (93) t- and shade hangars at Buchanan Field reverted to the County ownership pursuant to the terms of the above lease.

On November 14, 2006, the Contra Costa County Board of Supervisors approved the form of the T-Hangar and Shade Hangar Rental Agreement for use with renting the County's t-hangars, shade hangars, medium hangars, and executive hangars at Buchanan Field Airport.

On February 16, 2007, the additional seventeen (17) hangars at Buchanan Field reverted back to the County pursuant to the above referenced lease. This row included six (6) large hangars which were not covered by the approved T-Hangar and Shade Hangar Rental Agreement.

On February 23, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Rental Agreement for use with the large East Ramp Hangars.

On January 16, 2009, Contra Costa County Board of Supervisors approved an amendment to the T-Hangar and Shade Hangar Rental Agreement and the Large Hangar Rental Agreement (combined "Hangar Rental Agreements") which removed the Aircraft Physical Damage Insurance requirement. The Hangar Rental Agreements are the current forms in use for rental of all the County hangars at Buchanan Field Airport.

CONSEQUENCE OF NEGATIVE ACTION:

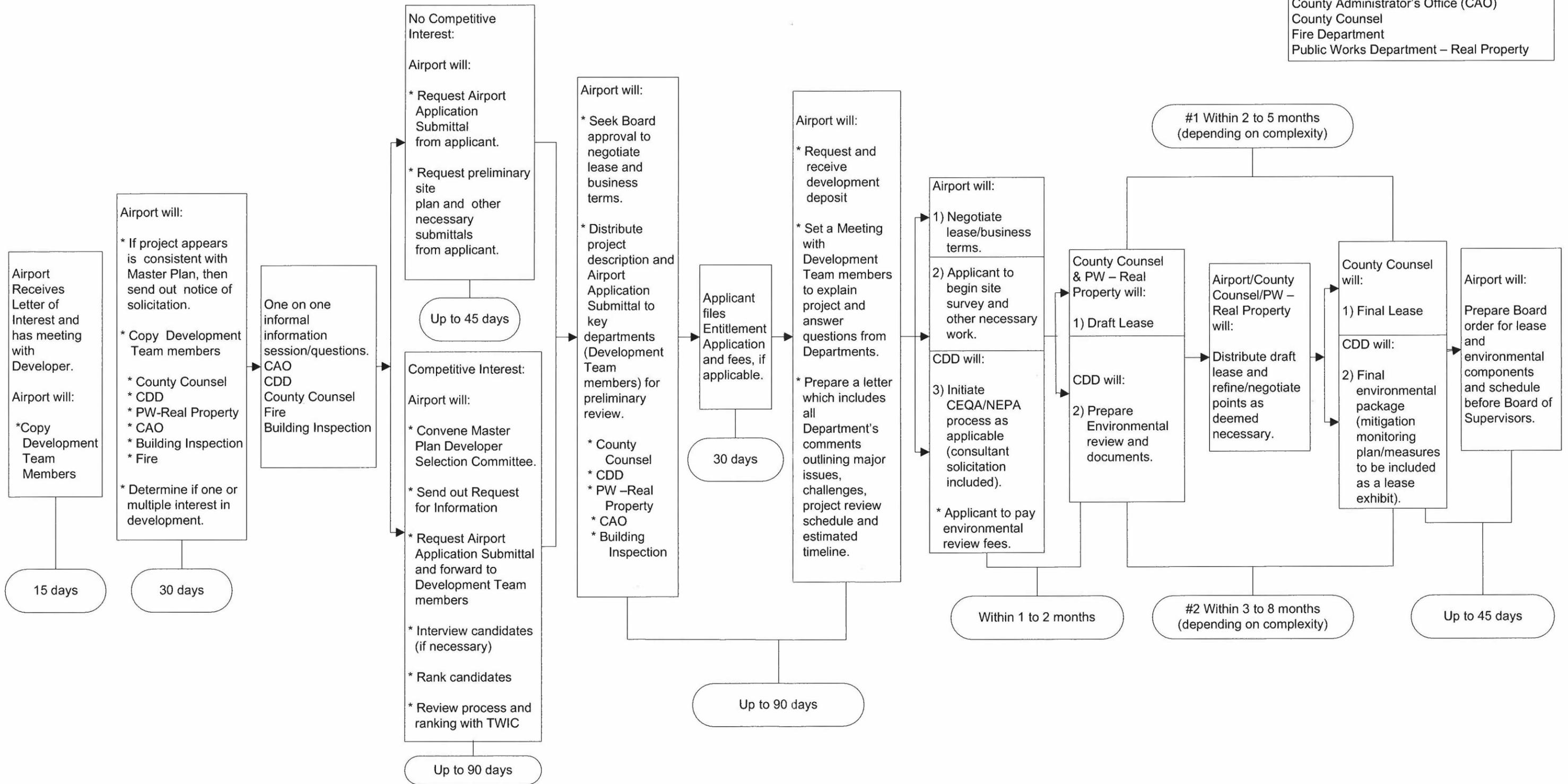
A negative action will cause a loss of revenue to the Airport Enterprise Fund.

ATTACHMENTS

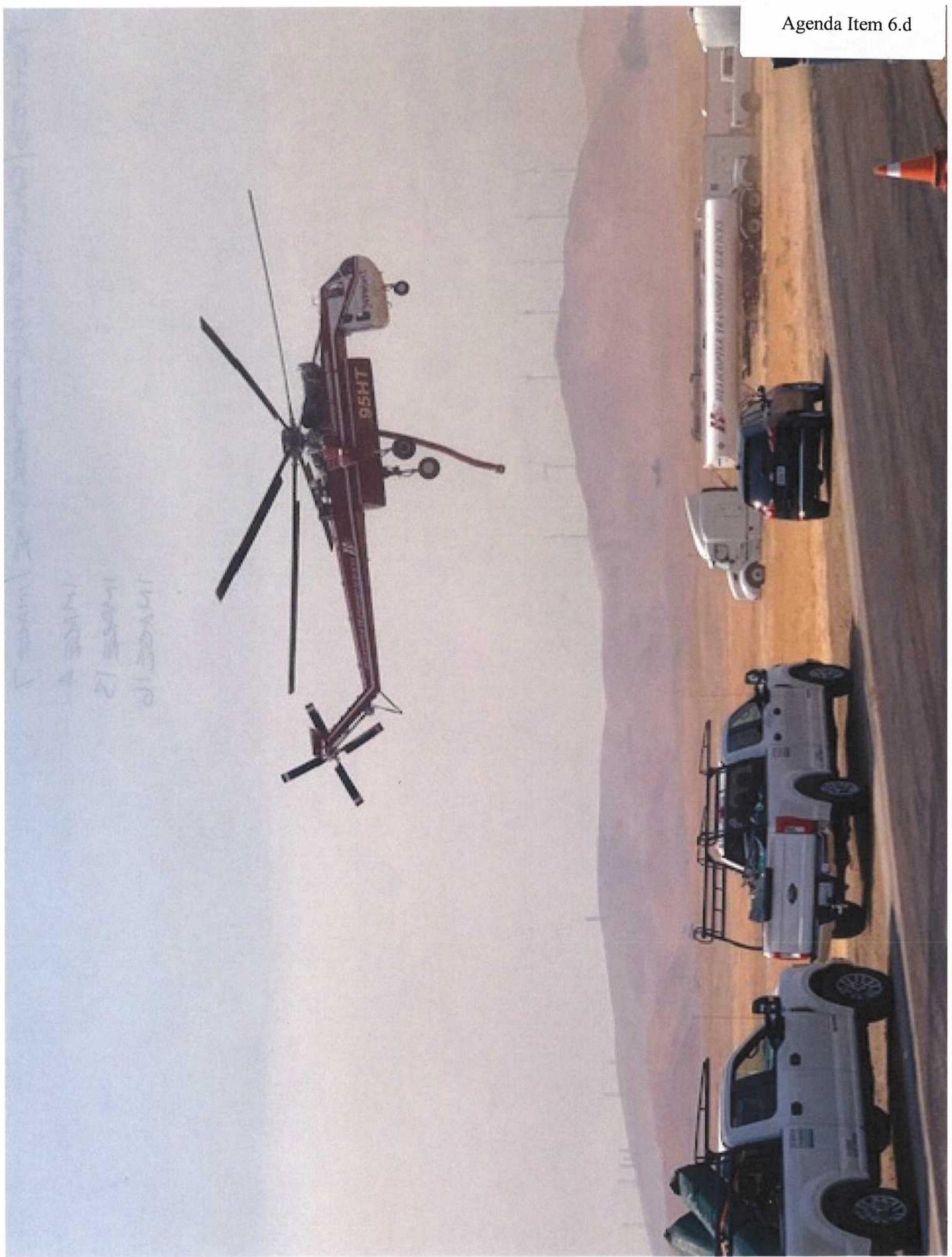
B-6 Hangar Agreement

# Contra Costa County Airports Development Pathway and Timelines

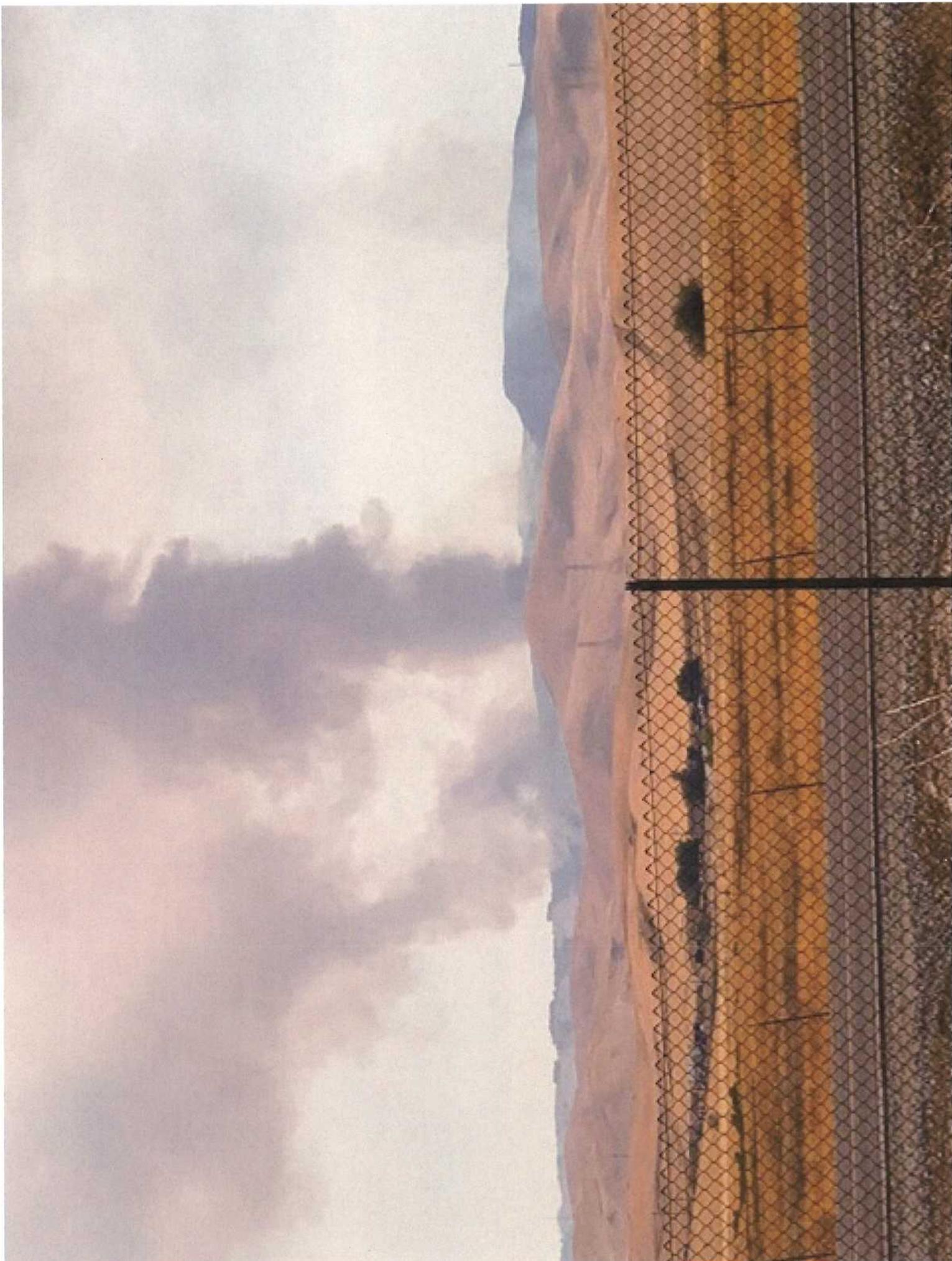
Development Team Members:  
 Airport  
 Building Inspection Department  
 Community Development Department (CDD)  
 County Administrator's Office (CAO)  
 County Council  
 Fire Department  
 Public Works Department – Real Property



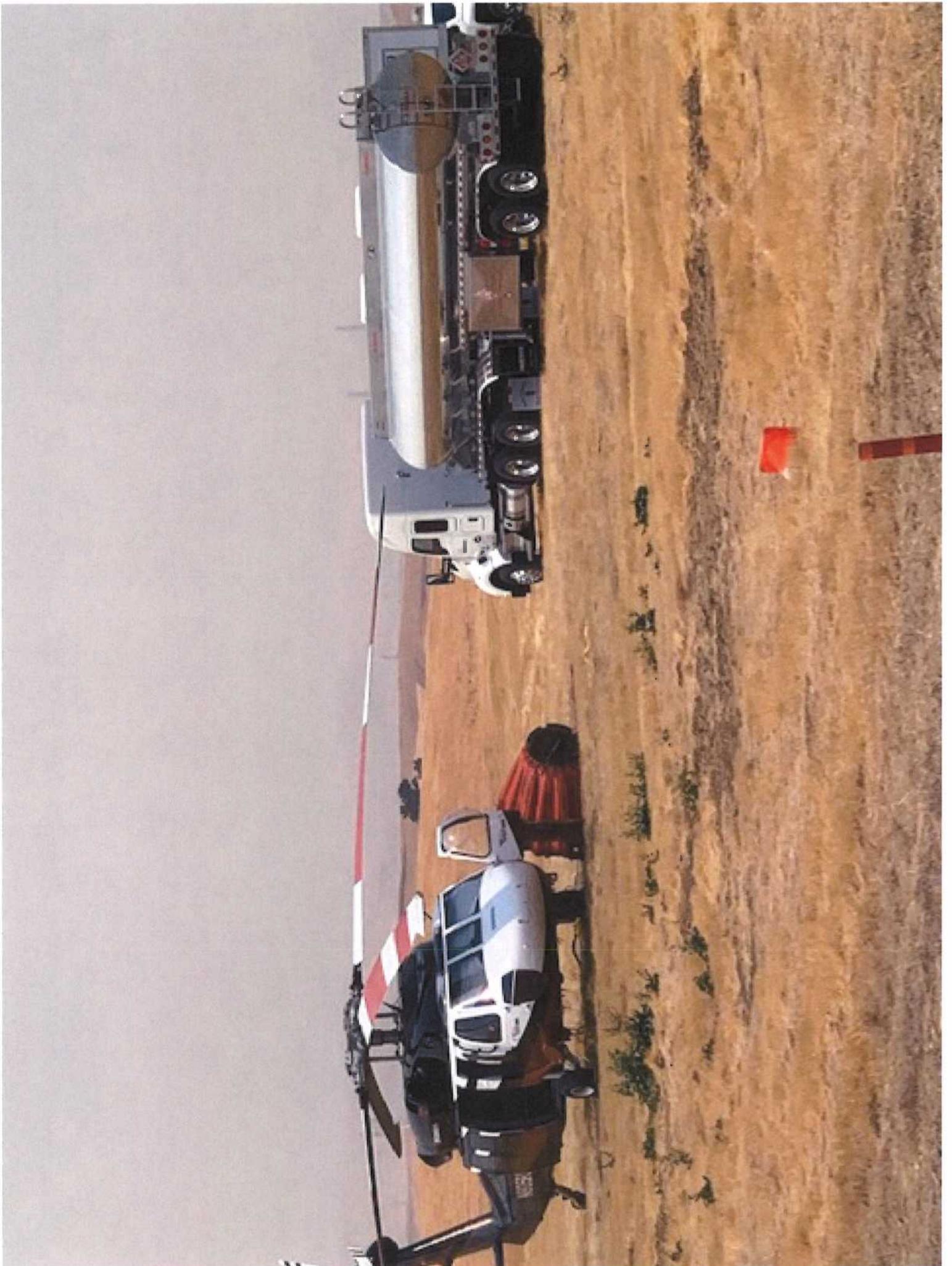
Note: All prospective timelines are based on timely response from outside party(ies).

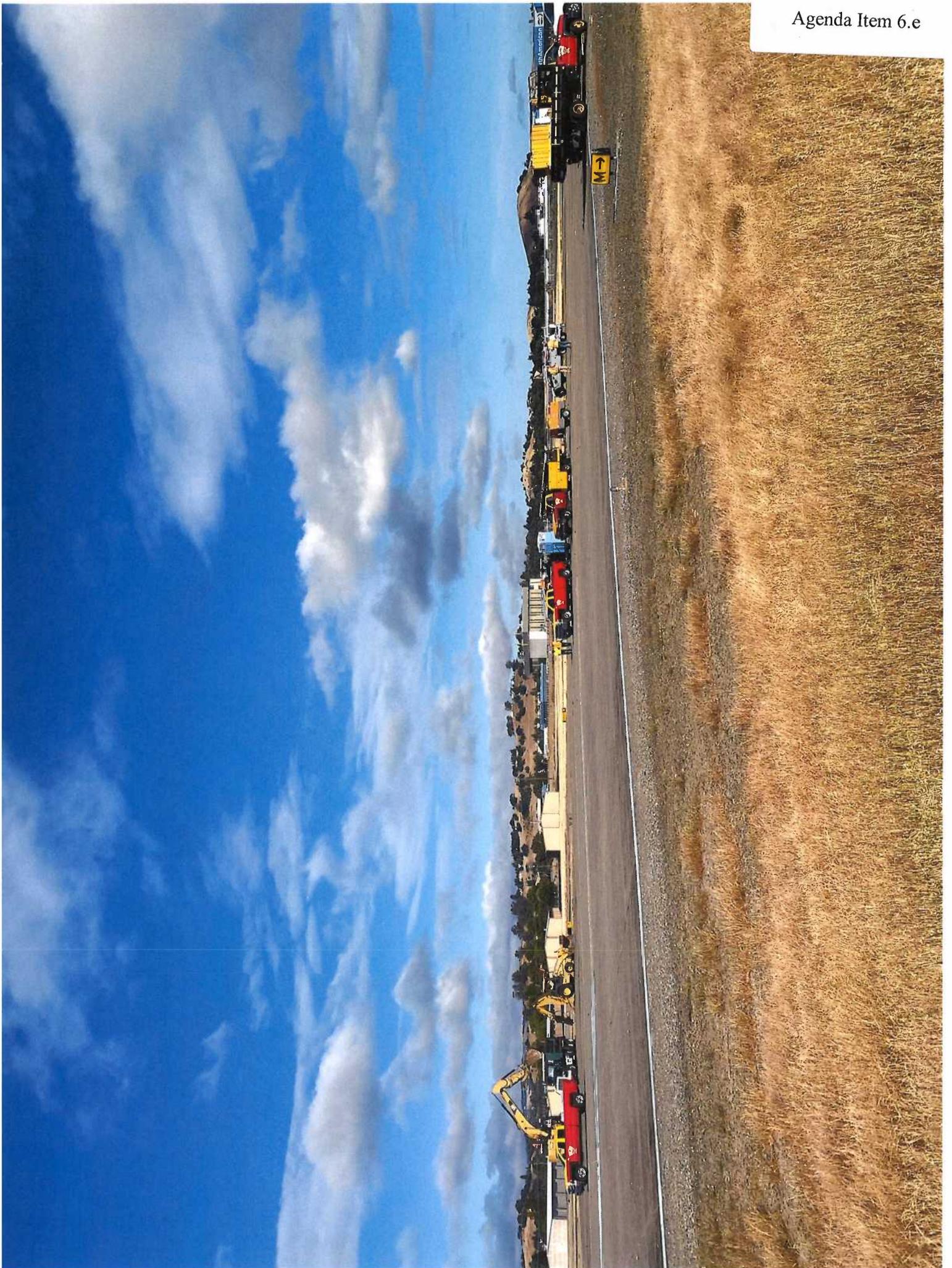


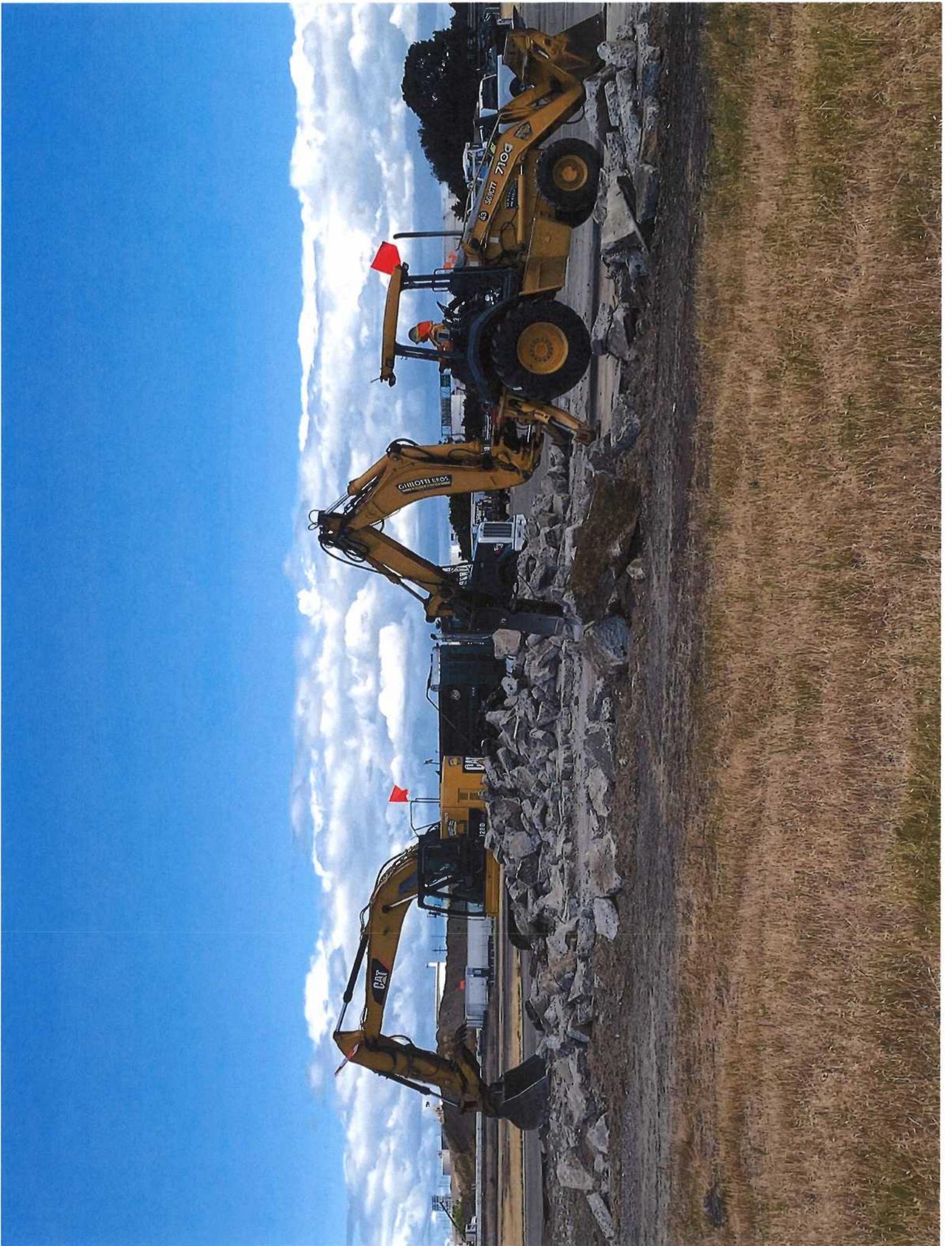
11/20/2018  
11/20/2018  
11/20/2018  
11/20/2018



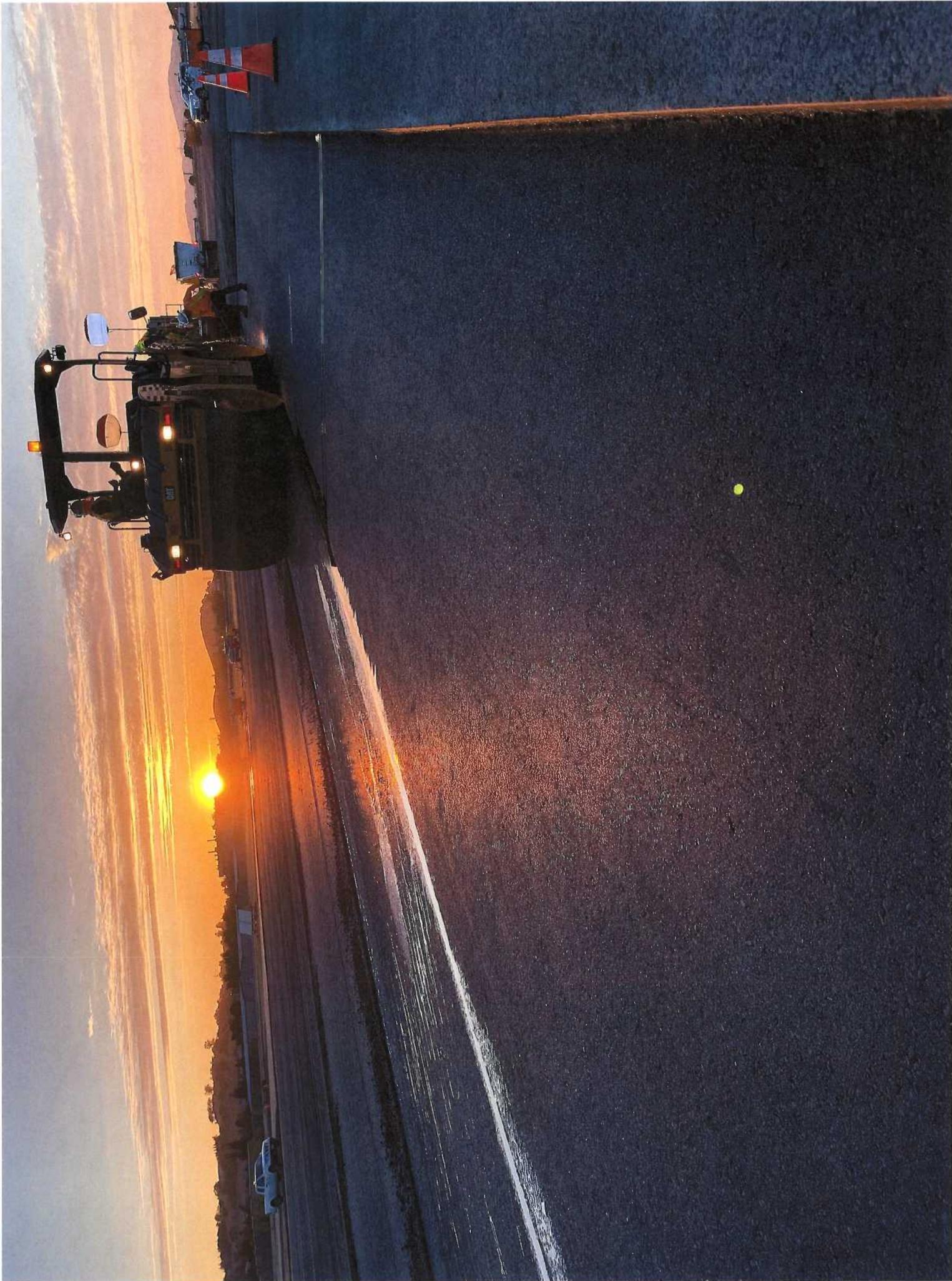












Airport Enterprise Fund Budget  
Fiscal Year 2019/20

	2019-20 (Budgeted)	2019-20 Actual Year to Date	YTD @ 100%
<b><i>Enterprise Fund O &amp; M Budget</i></b>			
Buchanan O & M Revenues	\$4,347,101	\$4,737,500	108.98%
Byron O & M Revenues	\$801,035	\$684,954	85.51%
<b>Total O &amp; Maintenance Revenues</b>	<b>\$5,148,136</b>	<b>\$5,422,455</b>	<b>105.33%</b>
Byron Mariposa Funds	\$386,000	\$19,180	4.97%
FAA Cares Act Grant	\$0	\$824,660	N/B
Airport Enterprise Fund Budgeted	\$1,075,000	\$0	0.00%
<b>Total O &amp; M Revenues Enterprise Fund</b>	<b>\$1,461,000</b>	<b>\$843,840</b>	<b>57.76%</b>
<b>Total Revenues</b>	<b>\$6,609,136</b>	<b>\$6,266,294</b>	<b>94.81%</b>
Buchanan O & M Expenditures	\$3,854,005	\$4,181,668	108.50%
Buchanan Capital Expenses (Non AIP)	\$997,500	\$355,097	35.60%
Byron O & M Expenditures	\$1,146,894	\$1,003,875	87.53%
Byron Capital Expenses (Non AIP)	\$386,000	\$19,180	4.97%
<b>Total O &amp; M Expenditures Enterprise Fund</b>	<b>\$6,384,399</b>	<b>\$5,559,819</b>	<b>87.08%</b>
Enterprise Fund O & M Revenues	\$6,609,136	\$6,266,294	94.81%
Enterprise Fund O & M Expenditures	\$6,384,399	\$5,559,819	87.08%
	<b>\$224,737</b>	<b>\$706,475</b>	
Buchanan AIP Revenue (Received during Current Fiscal Year)*	\$3,811,079	\$106,802	2.80%
Buchanan AIP Expenses (Expended during Current Fiscal Year)*	\$4,035,816	\$618,853	15.33%
Byron AIP Revenue (Received during Current Fiscal Year)*	\$0	\$0	N/B
Byron AIP Expenses (Expended during Current Fiscal Year)*	\$0	\$0	N/B
Enterprise Fund Contribution (Contribution during Current Fiscal Year)*	\$224,737	\$512,051	
Net Annual Surplus(+)/Shortfall(-)	\$0	\$194,425	
Airport Enterprise Fund Budgeted to Balance	\$0	\$0	
	\$0	\$194,425	
*Revenues & Expenditures may overlap Fiscal Years and will impact Enterprise Fund Contribution that is depicted during the current Fiscal Year			

