

**Contra Costa County  
Aviation Advisory Committee  
Meeting Agenda  
550 Sally Ride Drive, Concord, CA 94520  
Thursday, October 8, 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/98110463559?pwd=RkhLQlQ3UmFhOFZ0NC9kc2Q0VVFydz09>
- Follow the prompts to open Zoom and enable computer video and audio.
- Meeting ID: **981 1046 3559**

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 September 10, 2020 Meeting Minutes**
4. **Consider Consent Items**
  - a. Accept the airport Noise & Statistics Report (August 2020)
  - b. Accept relevant Board Orders (September 2020)
5. **Discussion/Action Items**
  - a. Review and Discuss Byron General Plan Amendment Update
  - b. Discuss Marsh Bridge Replacement Project
  - c. 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
  - d. Discuss JSX Flight Schedule
  - e. Discuss status of Runway 14L/32R Project
  - f. Discuss Hangar Content and Inspections Guidelines
  - g. Discuss Security Gate Access Cards and Use Policy
  - h. Discuss Tenant Providing Updated Certificates of Insurance Annually
  - i. Review AAC Members Terming Out Dates
6. **Future Agenda Items**
7. **Adjourn**

Next AAC Meeting (tentative): Thursday, November 12, 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	Y				
Cody Moore	Airports Bus. Assoc.	cody@ccrjet.com	Y	Y	ABS	O	Y	ABS	Y	ABS	ABS				
Eric Meinbress	Member at Large	ericmeinbress@comcast.net	Y	ABS	Y	-	Y	Y	Y	Y	Y				
Ronald Reagan	District 3	ron@rmsea.com	Y	ABS	ABS	M	Y	Y	ABS	ABS	Y				
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com	Y	Y	ABS	E	Y	ABS	Y	ABS	Y				
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	Y				
Roger Bass	District 2	twofivexray@yahoo.com	Y	Y	ABS	I	Y	Y	Y	Y	Y				
Maurice Gunderson	Member at Large	mauricegunderson@mac.com	Y	ABS	Y	N	Y	Y	Y	Y	Y				
Tom Weber	District 4	Tr-weber@sbcglobal.net	ABS	Y	Y	G	Y	Y	Y	Y	Y				
Emily Barnett	Member at Large	emilyebarnett@gmail.com	Y	Y	ABS	-	Y	Y	Y	Y	Y				
Donna Dietrich	Airport Neighbor - Pacheco	concordcascade_mgr@equitylifestyle.com	ABS	ABS	Y	-	ABS	ABS	ABS	ABS	ABS				
Steven Starratt	Airport Neighbor - Byron	starratt@pacbell.net	Y	Y	Y	-	Y	Y	Y	ABS	Y				
Christopher Baker	District 5	Cirruspro@hotmail.com	---	---	---	---	---	---	---	Y	Y				
Was There a Quorum? Y or N			Y	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 September 10, 2020**

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

**PRESENT:** **Dale Roberts**, District I  
**Eric Meimbress**, Member at Large  
**Ronald Reagan**, District III  
**Derek Mims**, City of Pleasant Hill  
**Keith McMahon**, City of Concord  
**Roger Bass**, District II  
**Maurice Gunderson, Chair**, Member At-Large  
**Tom Weber**, District IV  
**Emily Barnett, Vice Chair**, Member At-Large  
**Steven Starratt**, Airport Neighbor – Byron  
**Christopher Baker**, District V

**ABSENT:** **Cody Moore**, Airport Bus. Association  
**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, Planner

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

Dale Roberts asked Bruce Roberts, President of Northern California Soaring Association, about the tow plane accident and future plans.

Bruce Roberts reported the current plan is to replace the tow plane hopefully in October and resume operations.

Chris Baker asked about hangar use regulations; this will be added as a future agenda item.

#### **APPROVAL OF 8/13/20 MINUTES:**

Dale Roberts requested an amendment to item 5.c to include his concern about relocating of the heliport to the westside of the airport.

**Moved to approve with amendment to item 5.C by Roger Bass, Tom Weber; seconded by Tom Weber, Roger Bass; Yes: Emily Barnett,**

**Maurice Gunderson, Keith McMahon, Eric Meinbress, Dale Roberts, Ronald Reagan, Derek Mims, Steve Starrat, Christopher Baker. No: None. Abstained: None. Absent: Cody Moore, and Donna Dietrich.**

**APPROVAL OF  
CONSENT ITEMS:**

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

**5. PRESENTATIONS:**

**a. Present Contra Costa County Airports Recognition Awards to Marc Ausman and Maurice Gunderson**

Keith Freitas presented an award to Marc Ausman and Maurice Gunderson to recognize all the assistance they have provided to the airport with the UAS BATS program.

**DISCUSSION/ACTION ITEMS:**

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

Daniel Barrios, Department of Conservation and Development (DCD), reported that Dudeck has confirmed they have started the Traffic Impact Analysis (TIA) and they are approximately 2 weeks into the 6 to 8 weeks process to complete the TIA.

Maurice Gunderson asked how long before the project is completed. Daniel Barrios responded it should be finished at the earliest late spring or early summer 2021.

Dale Roberts asked if Dudeck collected traffic data during Covid-19 times or before. Daniel Barrios responded he was not sure but would obtain the information.

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

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

Beth Lee reported airport continues to work with the development team to make minor refinements. The developer is obtaining a loan, but the lender requires them to have at least one subtenant signed. The developer is about three weeks from getting their permits and hopes to start construction this fall.

**• 3-Acre Light Industrial Development:**

Project is near the end of the environmental process and is submitting for building permits. They hope to break ground in the Spring of 2021.

**• 4.6-Acre Development, Buchanan:**

The project is going through the City of Concord entitlement process and is scheduled to go to the Planning Commission in October or November. They are finishing some seismic work and are hopes to get the project approved late October, get the lease in place by the end of the year, and start construction as early as 2021.

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

The developer team would like to move forward with the project but have another priority that must be handled first. Once this priority is completed, they can start focusing on the development.

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

This project continues to proceed, and they are working on refining the design set, complete construction bid documents, plus a couple of add alternates. The goal is to have the construction documents done by the end of this calendar year so the project can be put out for bid early next year in order to secure FAA funding.

**c. Overview of the Airport Development Review Process:**

Beth Lee reported that an adopted process was developed a while ago and staff is trying to refine the timeline with the assistance of the Department of Conservation and Development. The diagram/graphic outlining the current process is available online.

**d. Discuss Byron Airport becoming Temporary Helibase for Cal Fire:**

Keith Freitas reported that on Monday, August 17, 2020 Cal Fire called to establish a helibase at Byron Airport due to the multiple fires from lightning strikes. Initially a Temporary Flight Restriction (TFR) was anticipated over the entire airport. The TFR was ultimately put to the west of the Airport which kept the Airport operational.

A comment was made that this is a great marketing tool for important public uses of the airports such as having United States C-17 airplanes fly at low altitude and dump emergency cargo out in case of a pandemic. Ronald Reagan offered to make few phone calls to the Antioch newspaper, and the Brentwood Press, and East County Times to see if he could get an article written about this event. If not would send an Editorial letter to bring awareness.

**e. Discuss status of Runway 14L/32R Project (pictures)**

Russell Milburn stated that the contractor is currently grooving the runway at night and should have the east portion grooved by September 10. The project is under budget, on schedule, and should be finished by early October.

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

The Byron Airport Infrastructure Analysis to bring it being updated to current standards based on the anticipated new growth opportunities identified under the General Plan Amendment. Airport staff is waiting for the draft document which is expected within the next week or so. This document needed as guidance for all new development at Byron.

**g. Buchanan Field Security Upgrade Project**

Keith Freitas reported Airport staff is in the middle of negotiating the contract and scope of work which will probably will not be done until the end of October. The focus for the first part of 2021 will be fencing, access gates, and access control system.

Tenants are still waiving their cards out of their window wanting to be let through the gate. Keith Freitas responded another notice/newsletter to remind tenants will be sent out. A suggestion to add a code to the pedestrian gates was made as you cannot exit walk-through gate without a gate access card.

**h. Discuss Byron Airport ARFF/Maintenance Storage Building**

Russell Millburn reported that he received the building permits. The building is on order and expected to arrive the week of October 12-16, 2020. Construction will start shortly thereafter.

**i. Update regarding New FAA Flight Approaches to Buchanan Field**

Keith Freitas reported he spoke with Bill Hannan, the former Air Traffic Control Tower, is working on the 32R approach. However, due to Covid-19 the process was greatly slowed down.

**j. Discuss Airport Enterprises fund FY 2019-2020 Budget**

Keith Freitas reported that Airport still met budget goals amidst Covid-19. Airport was expecting to use one million in cash funds reserves, but received CARES Act grant funds for salaries, so no cash funds were used. Question was asked regarding the Mariposa Funds revenues; the funds were budgeted to cover Byron General Plan Amendment, and other infrastructure projects.

**k. Bay Area Test Site Update**

Keith Freitas reported that the University of Alaska Fairbanks is in the process of updating their website and adding Buchanan field and Byron Airports to their map. They will also be adding links to our website describing what facilities we have available under their umbrella. Airport's website already addresses the partnership with the University of Alaska Fairbanks, and the Pan Pacific UAS Testing Range.

**FUTURE AGENDA ITEMS/COMMENTS**

- Hangar use regulations.

**ADJOURNMENT:** The Chair adjourned the meeting at 11:00 am. Moved by Derek Mims, second by Dale Roberts. Passed unanimously.

## **FINAL**

### **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 McMahan, City of Concord**  
**Eric Meinbress, Member At-Large**  
**Dale Roberts, District I**  
**Tom Weber, District IV**  
**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**  
**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, 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 Airport 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 Light Industrial Development:**  
This development project was approved over 2 years ago, but County staff is still working with the Developer to start the construction process. The project was held back somewhat due to the 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.

Chris Baker asked if a Fire Station is moving to Buchanan Airport?

Beth Lee explained that what is being proposed in addition to the ARFF that will be in the same building as the Administration building is that Fire Station 9 moves to the West side of the Buchanan Airport property, so we will have additional protection.

Keith Freitas added along with air and ambulance services, they have added a helipad hangar to the proposal of Fire Station 9.

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

Dale Roberts expressed a concern with the air ambulance moving to the Pacheco side of the airport. He questioned how the community like the Mobile Home Park would be informed of that and how they would be able to comment.

- Beth Lee responded that a general outline of the development pathway is available on the Airport website. The outline was developed several years ago with the Department of Conservation and Development. She explained that for new projects, particularly those with a non-aviation component, they must go thru the traditional planning and entitlement process through the Department of Conservation and Development which means:
  - i. Notices are sent to adjacent neighbors within 500 feet of the proposed project area to provide input.
  - ii. Developers also reach out to adjacent communities particularly the mobile home parks on the westside to inform and invite them to meetings to discuss and provide project details.

Dale Roberts remarked that 500 feet did not seem appropriate for a helicopter landing pad, as he thought that it would affect the community for miles.

- Keith Freitas responded that the Master Plan completed for Buchanan Field was talked about all future developments that would be going on, so placing a helipad somewhere on this field was included. Airports have helicopters, helipads, airplanes, new hangars, new terminal and all of this was discussed in multiple plans throughout the years. This is the reason when you buy a home you will sign a disclosure acknowledging there is an airport within 3 miles of your home.

Dale Roberts stated that the airport might have the right to place a helipad, however they should anticipate creating an unpopular disturbance and try to mitigate it.

- Keith Freitas responded that he has addressed all those concerns have been addressed, but if you think about where the location is being proposed versus the location where they are now, for instance Reach is located right now is closest to hilltop of Solano Ave lots of home in that area.

**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 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 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 Airports District Office in San Francisco regarding the grant 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 the September and the

contract should be finalized by the end of October. The focus is fencing, access control, vehicle pedestrian gates, new access control system and new technology, lighting, etc.

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

Russell Millburn reported he has the permits in hand to build the ARFF building, 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/updates 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 Job, and Dr. Dick Rihn at 10:57 am. Moved by Keith McMahon, seconded by Roger Bass. Passed unanimously.

# Noise Abatement Statistics

## August 2020

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2020	2020	2019	2020	2019	
<b>TOTAL NUMBER OF COMPLAINTS</b>	<b>8</b>	<b>9</b>	<b>16</b>	<b>49</b>	<b>121</b>	<b>-60%</b>
<b>LOCATION OF COMPLAINTS</b>						
Concord	2	2	6	8	25	-68%
Pleasant Hill	1	1	4	18	33	-45%
Pacheco	1	1	2	1	4	-75%
Martinez	1	2	1	8	8	0%
Byron	0	0	0	0	0	0%
Other	3	3	3	14	18	-22%
Subtotal	8	9	16	49	88	-44%
Special Events	0	0	0	0	33	0%
<b>Total Number of Complaints</b>	<b>8</b>	<b>9</b>	<b>16</b>	<b>49</b>	<b>121</b>	<b>-60%</b>
<b>COMPLAINTS ASSOCIATED WITH</b>						
Buchanan Field Airport		7	11	27	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)		8	8	34	78	
Evening (1700 - 2200)		1	6	10	16	
Night (2200 - 0700)		0	2	5	14	
All Times		0	0	0	13	
<b>TYPE OF COMPLAINT</b>						
Noise		6	7	20	49	
Low Flying		0	5	6	10	
Noise and Low Flying		3	4	17	60	
Too Many Aircraft		0	0	2	0	
Other		0	0	4	2	
<b>TYPE OF AIRCRAFT</b>						
Jet		1	3	9	16	
Propeller		6	7	19	68	
Helicopter		0	3	10	12	
All Types		0	0	3	7	
Unknown		2	3	8	18	
<b>TOTAL AIRCRAFT OPERATIONS</b>						
		6,263	9,057	38,371	57,192	-33%
<b>COMPLAINTS PER 10,000 OPERATIONS</b>						
		14	18	13	21	-40%
<b>COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY</b>						
		11	12	7	16	-57%

**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., unkown helicopter, Concord  
 (1) non-assoc., helicopter, San Jose

**Aug**  
 1 other, Los Altos  
 1 other, Lafayette  
 1 other Fresno

# Contra Costa County Airports Monthly Operations Report

**August 2020**

	August 2020	August 2019	YTD 2020	YTD 2019	% CHANGE 2019/2020
<b>AIRCRAFT OPERATIONS</b>					
Total Operations	6,263	10,892	44,553	68,084	-35%
Local Operations	3,373	5,514	21,502	32,606	-34%
Itinerant Operations	2,148	4,194	17,482	26,466	-34%
Total Instrument Ops	633	989	4,448	7,387	-40%
<b>FUEL FLOWAGE</b>					
100 Octane	15,796	20,026	115,969	170,254	-32%
Jet Fuel	90,458	121,932	638,305	849,718	-25%
Total	106,254	141,958	754,274	1,019,972	-26%
<b>BYRON INFORMATION</b>					
Byron Fuel	7,638	13,192	76,841	80,438	-4%
Bay Area Skydiving Fuel Purchased (gallons)	1,500	1,000	4,200	11,256	-63%
Glider Operations <sup>%</sup>					
Tow Aircraft	0	62	484	1,208	-60%
Glider Aircraft	0	62	485	1,208	-60%

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

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

- September 8, 2020      **APPROVE and AUTHORIZE** the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Thomas Logan for a modernized, south-facing large hangar at Buchanan Field Airport effective August 18, 2020 in the monthly amount of \$620.00, Pacheco area (100% Airport Enterprise Fund).
- September 8, 2020      **APPROVE and AUTHORIZE** the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Edward Hefter for a modernized, south-facing T-hangar at Buchanan Field Airport effective August 10, 2020 in the monthly amount of \$370.00, Pacheco area (100% Airport Enterprise Fund).
- September 15, 2020      **AUTHORIZE** the Director of Airports, or designee, to submit applications to the Federal Aviation Administration (FAA) for grants totaling approximately \$8,700,000 to construct a replacement terminal building, aircraft rescue and firefighting (ARFF) facility, and administrative offices space at Buchanan Field Airport in Concord (the Project); **AUTHORIZE** the Director of Airports, or designee, to submit applications to the California Department of Transportation-Division of Aeronautics (Caltrans) for grants totaling approximately \$300,000 to construct the Project; **APPROVE and AUTHORIZE** the Chair of the Board of Supervisors or the Director of Airports to sign one or more Statement of Acceptance, or similar document, to accept grant funds from the FAA in conjunction with the Project; **APPROVE and AUTHORIZE** the Chair of the Board of Supervisors or the Director of Airports to sign one or more Acceptance of Funds, or similar document, to accept grant funds received from Caltrans in conjunction with the Project.
- September 22, 2020      **APPROVE and AUTHORIZE** the Director of Airports, or designee, the use of \$43,400 of the Mariposa Energy Project Community Benefits Fund to conduct an analysis of the water, sanitary and sewer systems at Byron Airport and the costs associated with upgrading those systems (100% Mariposa Fund).
- September 22, 2020      **APPROVE and AUTHORIZE** the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Eight One Whiskey, LLC for a south-facing shade hangar at Buchanan Field Airport effective August 10, 2020 in the monthly amount of \$140.00, Pacheco area (District IV). (100% Airport Enterprise Fund)
- September 22, 2020      **APPROVE and AUTHORIZE** the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Christopher Kang for a north-facing T-hangar at Buchanan Field Airport effective September 8, 2020 in the monthly amount of \$370.00, Pacheco area (District IV). (100% Enterprise Fund).



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: September 8, 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 Thomas Logan for a modernized, south-facing large hangar at Buchanan Field Airport effective August 18, 2020 in the monthly amount of \$620.00, Pacheco area

**FISCAL IMPACT:**

The Airport Enterprise Fund will realize \$7,440.00 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.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 09/08/2020  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: September 8, 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)

(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-5 Hangar Agreement



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: September 8, 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 Edward Hefter for a modernized, south-facing T-hangar at Buchanan Field Airport effective August 10, 2020 in the monthly amount of \$370.00, Pacheco area

**FISCAL IMPACT:**

The Airport Enterprise Fund will realize \$4,440.00 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.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 09/08/2020  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: September 8, 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)

(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-9 Hangar Agreement



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: September 15, 2020

Subject: FAA Grant Funding for Construction of an ARFF & General Aviation Terminal Building at Buchanan Field Airport

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**RECOMMENDATION(S):**

**AUTHORIZE** the Director of Airports, or designee, to submit applications to the Federal Aviation Administration (FAA) for grants totaling approximately \$8,700,000 to construct a replacement terminal building, aircraft rescue and firefighting (ARFF) facility, and administrative offices space at Buchanan Field Airport in Concord (the Project).

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **09/15/2020**  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: September 15, 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:

**RECOMMENDATION(S): (CONT'D)**

**AUTHORIZE** the Director of Airports, or designee, to submit applications to the California Department of Transportation-Division of Aeronautics (Caltrans) for grants totaling approximately \$300,000 to construct the Project.

**APPROVE and AUTHORIZE** the Chair of the Board of Supervisors or the Director of Airports to sign one or more Statement of Acceptance, or similar document, to accept grant funds from the FAA in conjunction with the Project.

**APPROVE and AUTHORIZE** the Chair of the Board of Supervisors or the Director of Airports to sign one or more Acceptance of Funds, or similar document, to accept grant funds received from Caltrans in conjunction with the Project.

**FISCAL IMPACT:**

There is no negative impact on the General Fund. The total expected cost of the Project is \$12,000,000, of which approximately \$9,000,000 is eligible for grant funding from the FAA or Caltrans. The FAA has indicated that it will initially grant funds in the approximate amount of \$6,000,000 to construct the ARFF portion of the building and that it may subsequently approve an additional \$3,000,000 of grant funds. Any shortfall between FAA grants and the cost of the project would be borne by a combination of grant funding from Caltrans and the Airport Enterprise Fund. The expected maximum exposure to the Airport Enterprise Fund is \$6,000,000.

**BACKGROUND:**

The Buchanan Field Airport Master Plan adopted by the Board of Supervisors on October 28, 2008, identifies a new general aviation terminal (Terminal) on the capital improvement list. The Terminal will replace the existing terminal building located at 181 John Glenn Drive. The new building will include space for the Public Works-Airports Division administrative staff, Airport Rescue and Fire Fighting (ARFF) staff/equipment, public terminal space to support scheduled/unscheduled air service providers, office space for aviation businesses, and general public meeting space. The Airports Division currently rents office space from one of the airport businesses and moving those functions into the new building will result in long-term savings to the Airport Enterprise Fund.

This FAA grant funding request is consistent with the Buchanan Field Airport Master Plan adopted by the Board of Supervisors on October 28, 2008. On February 27, 2018, the Board authorized the acceptance of an FAA grant to design the terminal building. The environmental reviews, CEQA and NEPA, have been completed and the building design is approximately 95% complete. It is now time to submit applications for FAA grants to begin construction of the Terminal.

The estimated total project construction cost is \$12,000,000, of which approximately 50%, or \$6,000,000, is related to the ARFF function, 25%, or \$3,000,000, is associated with the terminal building, and the final 25%, or \$3,000,000, is related to public areas and Airports

Division office space. The cost of constructing public areas and the Airports Division office space are ineligible for FAA grant funding. The Airport Enterprise Fund will fund the grant match and all non-grant eligible costs, estimated at \$3,000,000, including the construction of the Airport's administrative office.

CONSEQUENCE OF NEGATIVE ACTION:

If the Airport is not able to apply for, and accept, grant funding from the FAA and Caltrans for the Project, the Terminal will not be constructed. Failing to construct the Terminal would inhibit growth at Buchanan Field Airport, leave one of the major development goals of the 2008 Airport Master Plan (construction of the Terminal) unfulfilled, and cause the Airports Division to have to continue to rent office/ARFF space at the Buchanan Field at a cost of approximately \$6,500 per month.

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Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: September 22, 2020

Subject: Use of the Mariposa Energy Project Community Benefits Fund for Infrastructure Analysis at Byron Airport

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or designee, to use \$43,400 of the Mariposa Energy Project Community Benefits Fund for an analysis of the water, sanitary and sewer systems at Byron Airport and costs associated with upgrading those systems, as recommended by the Airport Committee.

**FISCAL IMPACT:**

Pursuant to an action of the Board of Supervisors on December 14, 2010, the Mariposa Energy Project Community Benefits Fund (Fund) was established for the purpose of providing a funding source for projects benefiting Byron Airport. If the action proposed by this board order is taken, \$232,696 will remain in the Fund. The proposed action will have no impact on the General Fund.

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**BACKGROUND:**

**Establishment of the Fund**

The County is a party to the Mariposa Energy Project Cooperation Agreement dated December 14, 2010, through which the Fund was established with an \$800,000 contribution

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- |  |  |
|--|--|
| <input checked="" type="checkbox"/> APPROVE                              | <input type="checkbox"/> OTHER                             |
| <input checked="" type="checkbox"/> RECOMMENDATION OF CNTY ADMINISTRATOR | <input type="checkbox"/> RECOMMENDATION OF BOARD COMMITTEE |
- 

Action of Board On: 09/22/2020  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: September 22, 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:

by Mariposa Energy, LLC. The cooperation agreement specifically states that the funds are to be used for County programs that are recommended by the District III Supervisor and approved by the Board of Supervisors. Through a board order approved December 14, 2010, the Board of Supervisors determined that the Fund is to be used for projects intended to benefit Byron Airport.

## BACKGROUND: (CONT'D)

### Airport Infrastructure Analysis

Byron Airport is located in a rural part of Contra Costa County. The airport uses a septic system for sewage treatment and well water as its source of potable water. In order to carry out the Byron Airport Master Plan, which was approved in 2005, and support the attendant growth in aviation and aviation-related land uses, it is expected that the water and sanitary/sewer systems will need to be upgraded.

The subject of this board order is the proposed use of \$43,400 of the Fund to engage a consulting firm, Kimley Horn, to perform an analysis of the existing water and sanitary/sewer systems. The purpose of the study is to determine (i) how much growth the existing water and sanitary/sewer systems can support, (ii) what the County can do to improve the existing systems, and (iii) the expected cost of any improvements. The analysis is expected to include an assessment not only of the drinking water needs associated with the growth of commercial operations at the airport, but the water needs associated with providing an adequate fire safety system at the airport.

The use of \$43,400 of the Fund for the proposed purpose was approved by the Airport Committee on August 12, 2020.

### Historical Use of Fund

To date, the Board of Supervisors has approved the following uses of the Fund:

- \$19,634 for the design and engineering of pavement upgrades and the preparation of a utility analysis.
- \$349,270 for a General Plan amendment, including an update to the Airport Land Use Compatibility Plan, a water supply assessment, and a CEQA analysis for the addition of a 11.7-acre parcel to the planning program.
- \$50,000 to prepare National Environmental Protection Act (NEPA) documentation to support a request to the FAA for certain property to be released for non-aeronautical use.
- \$105,000 to purchase and install an Aircraft Rescue and Fire Fighting (ARFF) storage garage.

### CONSEQUENCE OF NEGATIVE ACTION:

Not performing an infrastructure analysis at Byron Airport could result in the development opportunities contemplated by the Byron Airport Master Plan to not to be realized. Failing to implement the Byron Airport Master Plan would result in a reduction of revenue and services at the Byron Airport.



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: September 22, 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 Eight One Whiskey, LLC for a south-facing shade hangar at Buchanan Field Airport effective August 10, 2020 in the monthly amount of \$140.00, Pacheco area.

**FISCAL IMPACT:**

The Airport Enterprise Fund will realize \$1,680.00 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 management of the property during the lease period.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 09/22/2020  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

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ATTESTED: September 22, 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)

(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-13 Hangar Agmt



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: September 22, 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 Christopher Kang for a north-facing T-hangar at Buchanan Field Airport effective September 8, 2020 in the monthly amount of \$370.00, Pacheco area.

**FISCAL IMPACT:**

The Airport Enterprise Fund will realize \$4,440.00 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.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 09/22/2020  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

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ATTESTED: September 22, 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.

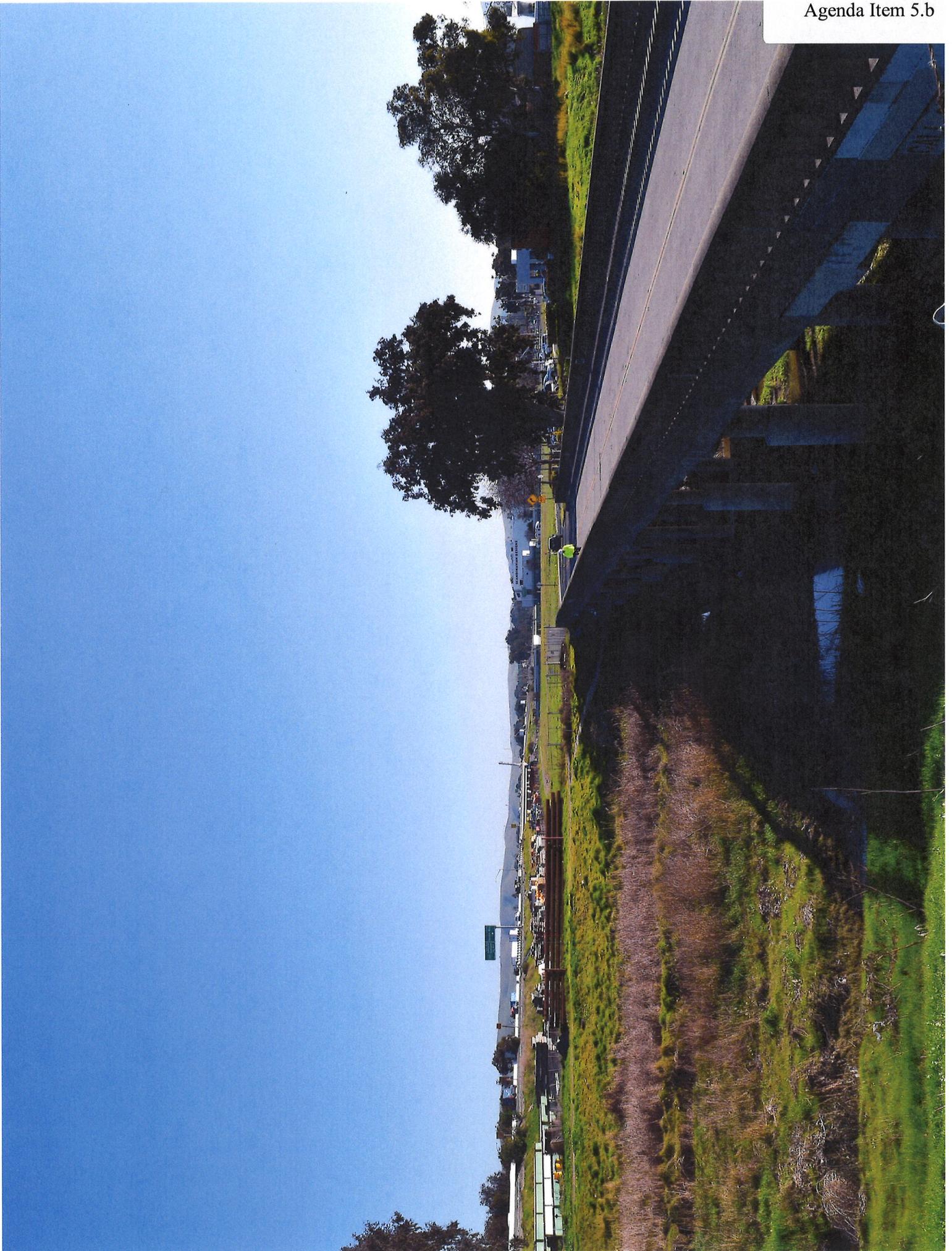
On January 16, 2009, Contra Costa County Board of Supervisors approved an amendment to the T-Hangar and Shade Hangar Rental Agreement and the Large Hangar Rental Agreement (combined "Hangar Rental Agreements") which removed the Aircraft Physical Damage Insurance requirement. The Hangar Rental Agreements 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

C-5 Hangar Agmt





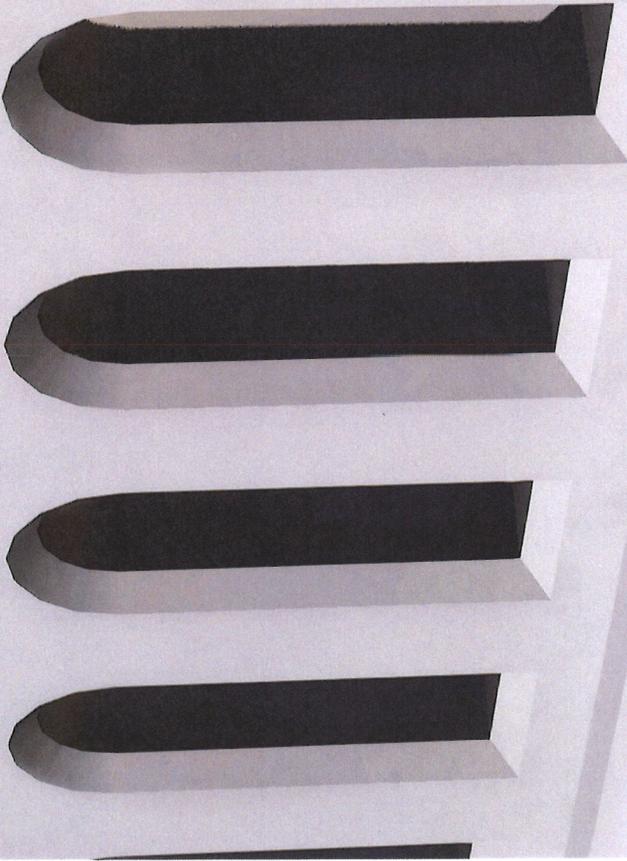


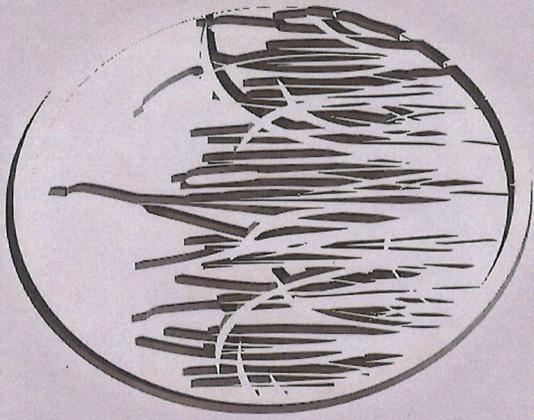


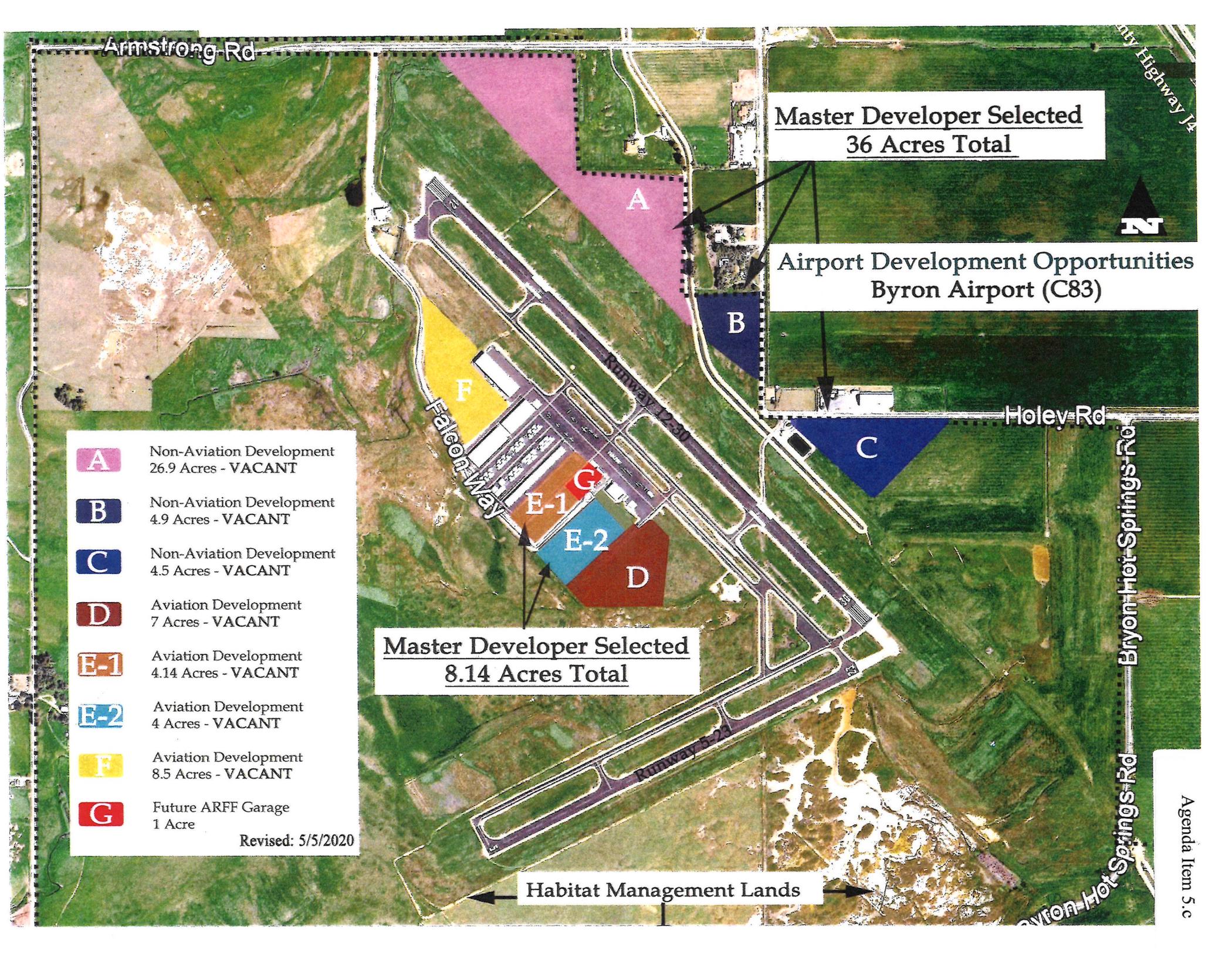


2022

28C - 0442







Armstrong Rd

Highway J4

**Master Developer Selected**  
**36 Acres Total**



**Airport Development Opportunities**  
**Byron Airport (C83)**

Holey Rd

Bryon Hot Springs Rd

Bryon Hot Springs Rd

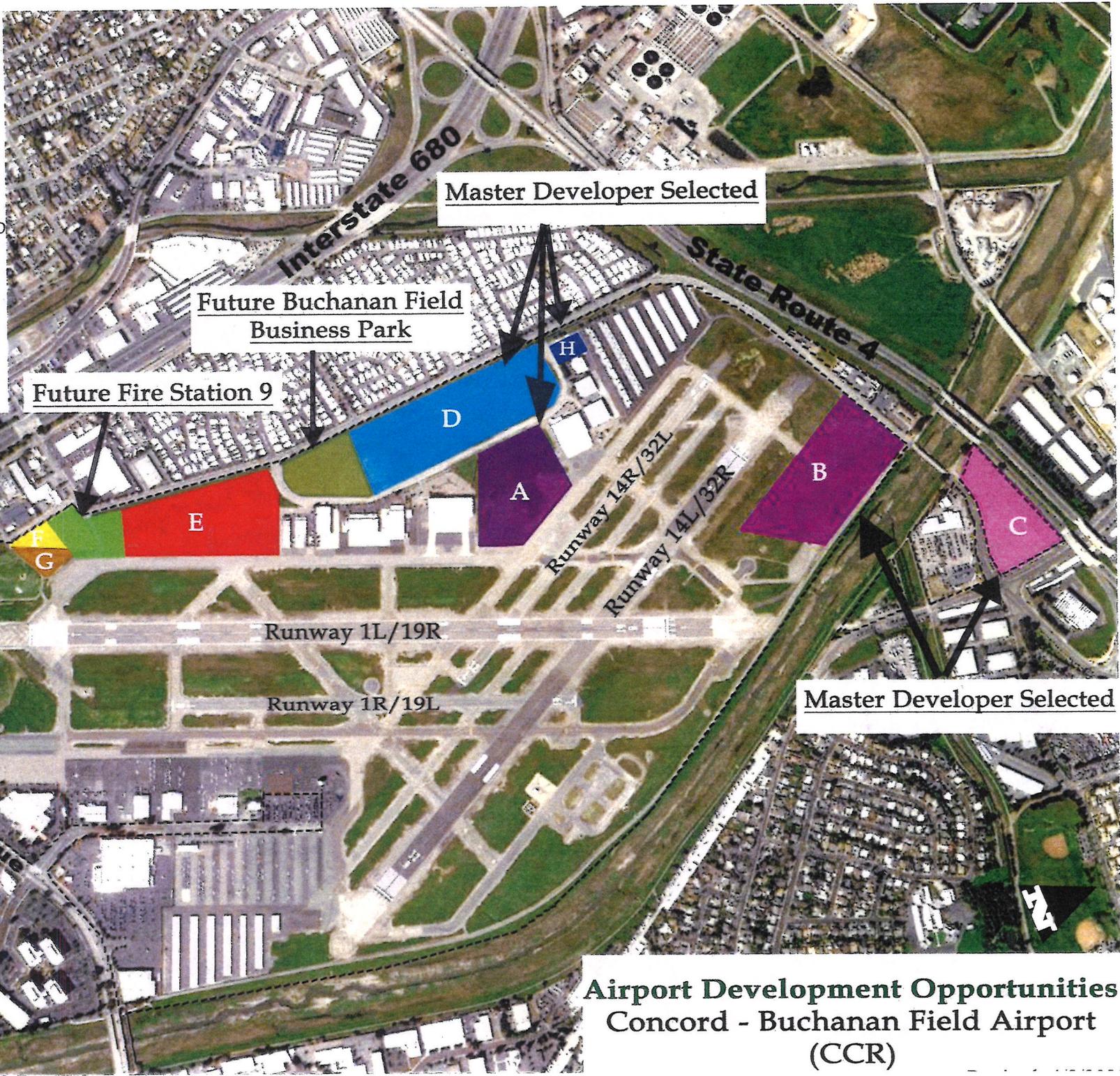
- A** Non-Aviation Development  
26.9 Acres - VACANT
- B** Non-Aviation Development  
4.9 Acres - VACANT
- C** Non-Aviation Development  
4.5 Acres - VACANT
- D** Aviation Development  
7 Acres - VACANT
- E-1** Aviation Development  
4.14 Acres - VACANT
- E-2** Aviation Development  
4 Acres - VACANT
- F** Aviation Development  
8.5 Acres - VACANT
- G** Future ARFF Garage  
1 Acre

**Master Developer Selected**  
**8.14 Acres Total**

**Habitat Management Lands**

Revised: 5/5/2020

- A 9 Acres - VACANT
- B Aviation Development  
11 Acres - VACANT
- C Non-Aviation Development  
4.6 Acres - VACANT
- D Non-Aviation Development  
16 Acres - VACANT
- E Aviation Development  
10 Acres - VACANT/UNDERUTILIZED
- F Non-Aviation Development  
0.5 Acres - VACANT
- G Aviation Development  
0.5 Acres - VACANT
- H Aviation Development  
0.8 Acres - VACANT



**Master Developer Selected**

**Future Buchanan Field Business Park**

**Future Fire Station 9**

**Master Developer Selected**

**Airport Development Opportunities  
Concord - Buchanan Field Airport  
(CCR)**

## General Aviation Hangar Inspection Checklist

### STORAGE:

- An aircraft is the primary item to be stored in a hangar and a majority of the space in the hangar must be open and available for the storage of said aircraft. Stored aircraft must be owned, registered, or leased to the tenant(s) of record on the hangar rental agreement.
- If an aircraft is under construction, tenant must complete and continue to update the Homebuilding Aircraft Progress Report form.
- Stored materials must be aviation-related. Some Comfort items (such as a couch or refrigerator) & all other contents must be neatly stored and/or stacked along perimeter hangar walls only (generally no further than 4' from the walls providing there is sufficient remaining space for an aircraft). See Section 5. Use of your hangar rental agreement for allowable uses.
- No storage permitted outside of the hangar
- No storage permitted below the aircraft
- Ingress/Egress is clear of obstructions and storage of other items
- Any flammable liquids must be stored in compliance with the UL 1275 standard. We will ask the Fire District to inspect any hangars that appear to exceed the fire code and/or if there are materials of concern.

### SHELVING:

- For County-Owned Hangars Only
  - Maximum of six (6) feet in height from the finished floor
  - Only unsecured shelves and racks are allowed (i.e., no anchoring to hangar wall)
- For Non-County-Owned Hangars Only
  - Storage must be maintained at least 24 inches below the ceiling and 18 inches below the level of the fire sprinklers in the buildings with a fire sprinkler system.
  - Storage on metal shelves or racks with maximum height of 10 feet. Shelving above 6 feet must be anchored.

### FLOORING:

- If you have a hangar that does not have a fire sprinkler system, then you cannot have combustible materials (such as carpet, wood, etc.) on the floor. Only products that are fire retardant are acceptable. Please contact the local fire protection department if you have any question as to acceptability of a flooring material.

**ALTERATIONS AND ADDITIONS IN COUNTY-OWNED HANGARS:**

- Any alterations or modifications in County-owned hangar must be approved in advance and in writing by the Director of Airports and go through the local building department's permitting process.

**ALTERATIONS AND ADDITIONS IN A PRIVATELY-OWNED HANGAR:**

- A loft or other internal structure must be approved by the Contra Costa County Department of Conservation and Development. If your hangar has such a structure, it will be necessary for you to provide the Airport with a copy of the final building permit. If there are such alterations but a building permit was not obtained, you can either go through the process to secure a permit at this time or you can remove the alteration to bring the hangar back to its original condition. Lofts that are suspended from the upper supports of the hangar by ropes, wires, or cables are not allowed and must be removed.

**COMMERCIAL ACTIVITY:**

- No commercial activity** is authorized or may be conducted in any of the hangars unless the existing lease, license, or other form of written agreement with the County explicitly authorizes such commercial operations.