

**Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord
Thursday, March 14, 2013, 10:00 a.m.**

The Aviation Advisory Committee will provide reasonable accommodations for persons with disabilities who plan to attend its scheduled meetings. Call the Director of Airports Office at (925) 646-5722 at least 24 hours in advance.

Any disclosable public records related to this meeting are available for public inspection at the Director of Airports Office, 550 Sally Ride Drive, Concord, during normal business hours.

- 1. Roll Call**
- 2. Opening Comments by Chair**
- 3. Public Comment Period**
- 4. Approval of Minutes (February 2013)**
- 5. Consider Consent Items**
 - a. Approve Airport Noise/Statistics Report (January 2013)
 - b. Receive Relevant Board Actions
 - c. Development Project Matrix (No Current or Ongoing Projects)
- 6. Presentations/Special Reports**
- 7. Discussion/Action Items**
 - a. Items Pulled from Consent
 - b. Central Contra Costa Sanitary District Land Use Update
 - c. AAC Appointment Status
 - d. Airport Fiscal Year 2012/13 Budget at 50%
 - e. Patriots Jet Team Foundation Update
 - f. Facilitate Economic Development
 - g. Tenant BBQ
- 8. Updates and Announcements**
 - a. Airport Committee Update
 - b. What is Happening at Buchanan Field & Byron Airports/Other Airports
 - c. Update from Airport Business Association
 - d. AAC Announcements
 - e. Airport Staff Announcements
- 9. Future Agenda Items**
- 10. Adjourn**

**Next AAC Meeting (Tentative): April 11, 2013 at 10:00 a.m.
Next Airport Committee Meeting (Tentative): June 24, 2013 at 12:30**

DRAFT



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
February 14, 2013**

MEETING CALLED: The meeting was called to order by Chair Mike Bruno at 10:08 a.m. at the Director of Airports' Office.

PRESENT: **Mike Bruno, Chair**, CCC Airports Business Association
Janet Kaiser, Diablo Valley College
David Pfeiffer, Secretary, District V
Rudi Raab, District I
Russell Roe, District II
Rich Spatz, At Large 2
Tom Weber, Vice Chair, District IV
Ed Young, At-Large 1

ABSENT: **Keith McMahon**, City of Concord
Derek Mims, City of Pleasant Hill
Ronald Reagan, District III

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Airports Director

**OPENING COMMENTS
BY CHAIR** A request was made to move the sustainable farm issue up on the agenda.

**PUBLIC COMMENT
PERIOD:** None

**APPROVAL OF
MINUTES:** Moved by David Pfeiffer; seconded by Rich Spatz. Approved unanimously.

**APPROVAL OF
CONSENT ITEMS:** Moved by Tom Weber; seconded by David Pfeiffer. Approved unanimously.

PRESENTATION/SPECIAL REPORTS: None

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent

N/A

b. Sustainable Farm North of Buchanan Field

Central Contra Costa Sanitary District (CCCSD) is looking at three (3) possible uses for 33 acres: sustainable farm, youth soccer fields and a commercial venture that may include soil storage.

Danea Gemmel gave a brief update on CCCSD Board's conceptual approval of all three (3) uses; CCCSD staff has been asked to perform due diligence.

Carolyn Phinney commented:

- Proposal was made to use 10 acres for a sustainable farm; five acres would be used for edible products for schools and Contra Costa Food Bank.
 - No intention to grow any crops that attract birds.
- Farm would have a youth component but the youth elements are proposed in zone 4 area; away from quarry and in safest Airport Land Use Commission (ALUC) zone area.
- The sustainable farm that would provide a teaching opportunity and create fresh produce for schools and the Contra Costa & Solano County Food Bank.
- Teachers and several elected officials strongly support the sustainable farm concept.

AAC members expressed concern over:

- Quality of the products grown due to contamination from surrounding uses.
- The types of crops grown as some crops like lettuce and kale attract geese.
- Soccer fields would put kids in the flight path; which is a recipe for problems.
- Once you set precedence like this at the end of the runway it will/could impact the Airport for years to come.
- Great concept but concerned about location. Birds, wildlife, kids, adults, etc. encouraged on site is problematic.
- Limitations from uses will be placed back on airport.

Keith Freitas commented:

- The FAA is concerned with wildlife attractants; life cycle issue, crops may attract rodents that would attract raptors that would then be an aviation problem.
- 90% of aircraft accidents happen within 1,000 feet from center edge of runway.

Keith recommended hiring a qualified biologist, per FAA guidelines, who performs airport work to review and oversee the plans; also suggested that they perform an analysis of wildlife cycles related to airport impacts.

AAC members agreed:

- The biologist's information would be very helpful for all parties when they consider the proposals.

- More specific information is also need as it relates to proposal such as density of people, frequency, bird issues, etc.

c. AAC Appointment Status

Mike Bruno and Keith McMahan have both been reappointed.

A letter was sent to Diablo Valley College (DVC) as Janet Kaiser's term ends on March 1. Janet will talk to the President at DVC about their representation; representatives can only hold over 60 days.

Rudi Raab, Rich Spatz, David Pfeiffer and Tom Weber's terms end March 1, 2014.

d. Patriots Jet Team Foundation Update

Deferred to next meeting since David Rangler could not attend.

e. Facilitate Economic Development

Keith Freitas reported the Airport met its goal of funding the Emergency Reserve Fund. He then gave an overview of Airport staff's approach to look at the Airport's business plan and economic viability annually.

Beth Lee gave an overview of Airport staff's ideas for retention and attraction of tenants.

Mike Bruno and Russ Roe recused themselves from the discussion and any decision.

Beth then reported on a CPI waiver that is being considered. A full program is to be developed with various stakeholders input this year. The CPI waiver is the first step to move the program forward as there is a timing issue. Hangar agreements are subject to CPI increase on April 1st.

Tom Weber requested data on the hangars.

David Pfeiffer made a recommendation of a CPI waiver for a year starting April 1, 2013; that waiver could be extended up to a maximum of two (2) more years which subject to a fair market rental valuation assessment after each year. Rudi Raab seconded. Approved unanimously.

f. Federal Aviation Administration (FAA) – Environmental Assessment Northern California Optimization of Airspace & Procedures in the Metroplex - Early Notification Letter

An attachment was included in the packet to give a head's up that the FAA is looking at the entire airspace in the Bay Area which could result in a change in flight patterns. If there is a flight pattern change it could create noise issues for our communities.

The timing and potential impacts to approach procedures are currently unknown.

UPDATES/ANNOUNCEMENTS

a. **Airport Committee Update**

None

b. **What is happening at Buchanan Field & Byron Airports/Other Airports**

Keith Freitas reported:

- Byron Airport Utility Analysis and Pavement projects are underway
- Airport staff was recognized for their excellence in training
- Contra Costa County Sheriff's Office is accessing the Byron Airport in the evenings for patrols.

c. **Update from Airport Business Association**

Mike Bruno was happy to report that they have had their 5th month of increased business.

d. **AAC Announcements**

Russ Roe commented on the sustainable farm discussion earlier, that their responses needed some tempering.

Tom Weber suggested that Airport staff give an opening on a topic prior to turning to outside parties to talk.

e. **Airport Staff Announcements**

- Close meeting in memory of Joyce Shroeder, who died in January. Joyce was a pilot at Buchanan Field Airport.
- May 2nd is the Tenant BBQ
- A marketing survey is being emailed out and Airport staff is requesting that everyone fill it out.

FUTURE AGENDA ITEMS

None discussed or provided

Next meeting scheduled for Thursday, March 14 at 10:00 am.

ADJOURNMENT: The meeting was adjourned by the Chair at 11:52 am.

FINAL



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
January 10, 2013**

MEETING CALLED: The meeting was called to order by Chair Mike Bruno at 10:05 a.m. at the Director of Airports' Office.

PRESENT: **Mike Bruno, Chair**, CCC Airports Business Association
Janet Kaiser, Diablo Valley College
Keith McMahon, City of Concord
Derek Mims, City of Pleasant Hill
David Pfeiffer, Secretary, District V
Rudi Raab, District I
Ronald Reagan, District III
Russell Roe, District II
Rich Spatz, At Large 2
Tom Weber, Vice Chair, District IV

ABSENT: **Ed Young**, At-Large 1

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Airports Director

**OPENING COMMENTS
BY CHAIR** Mike Bruno welcomed 2013 and stated that hopefully it will be a good year for aviation.

**PUBLIC COMMENT
PERIOD:** None

**APPROVAL OF
MINUTES:** Moved by David Pfeiffer; seconded by Rich Spatz. Approved unanimously.

**APPROVAL OF
CONSENT ITEMS:** Moved by Tom Weber; seconded by David Pfeiffer. Approved unanimously.

PRESENTATION/SPECIAL REPORTS: None

DISCUSSION/ACTION ITEMS:

a. **Items Pulled from Consent**

N/A

b. **Security Issues**

This was a follow-up item from the last meeting regarding Byron Airport.

- Looking at systems to help increase security since there is not 24/7 staffing.
- One item has been implemented.
 - As of January 1, 2013, the Sheriff is using the Airport office as a substation.
- Airport staff is still evaluating other security measures.

Russ Roe mentioned there were not any issues for a long time but when your aircraft is stolen it becomes more personal.

Mike Bruno stated that the incidence of theft has decreased in last few months. Confronting suspicious folks makes it apparent they do not belong and they generally will leave.

Janet Kaiser mentioned that security issues are a problem in most areas right now; mentioned a few incidents in Pleasant Hill.

Tom Weber commented that the main issue are awareness; paying attention and calling when there is a concern.

Keith Freitas responded that hard part for General Aviation pilots are the security measures (like piggy-backing) which is no longer allowed.

c. **Member Information Dissemination**

Mike Bruno gave a recap of past discussion regarding information being given out to members so they can contact one another.

David Pfeiffer supplied a format used from another committee he is on.

Tom Weber mentioned that all information provided on the Aviation Advisory Committee (AAC) application is already public information.

David Pfeiffer made a motion to approve adding information to the attendance roster. Derek Mims seconded. Approved unanimously.

David Pfeiffer mentioned that all of his information is public from other committees and he has never been contacted.

d. **Sustainable Farm North of Buchanan Field**

Contra Costa Sanitary District (CCSD) is looking at some use potential of approximately 33 acres of their property.

- Current leading proposal is a sustainable farm that would provide a teaching opportunity and create fresh produce for the Contra Costa & Solano County Food Bank.
 - Wildlife attraction is a concern; proponents have agreed to implement any measures necessary to manage the birds and other wildlife.
- Keith McMahon commented that as it moves through the process it could increase cars/users to the area which should be evaluated along with potential for water contamination (from fertilizers).
- Airport staff has alerted the Airport Land Use Commission (ALUC) staff.
- CCSD needs to make some decisions as to which proposal would best fit their needs and then the project would move through the regulatory process.

e. Review of Annual AAC Report

David Pfeiffer was commended on the report. There were no questions or discussion.

f. 25% Airport Budget for Fiscal Year (F/Y) 2012/13

The 25% Airport Budget for F/Y 2012/13 was included in the packet and keep on target to meet anticipated goals.

- Keith Freitas mentioned that at the last Airport Committee meeting, the Supervisors approved depositing \$204,000 into the emergency reserve fund. With this addition the fund is now fully funded at the agreed upon 10% level.
- The Debt Payment schedule was attached and shows the debt will be paid off in about a year and a half.
- Keith Freitas commented that the emergency reserve fund was created for unforeseen things and not for current needs. At Buchanan Field, alone, there are about \$20 million in infrastructure needs that may/may not all qualify for matching grant funds.

g. Revised Attendance List

Covered in item "c" above.

h. Patriots Jet Team Foundation Update

Tom Weber commented that at the last ALUC meeting final decisions were made on the Patriot Jet Team Foundation consideration.

- Under land use, they could get 50 people per acre but ALUC found an opportunity for a 50% increase in density due to safety and building considerations.
- Found an additional opportunity to further increase the density to up to 200 (the desired number) people at their facility.
- Special events can have higher densities if they work with Airport staff.
- Mike Bruno was congratulated for working with the Patriot Jet Team Foundation to do an education component at Buchanan Field.
 - Mike started with two (2) students from Monte Vista Unified to learn aviation related skills/information.
- Russ Roe expressed he had concerns with the proposal:
 - The fit of radio controlled aircraft and rockets with skydiving and aviation uses.

- Keith Freitas expressed similar concerns but stated they would need to go through an Airport review process before they can implement the two components.
- Aviation needs avenues to get people excited about and involved with the aviation industry.
- Keith McMahon commented that increasing connections to the airports/aviation industry community will be a benefit for all parties.
- Ron Reagan questioned the likelihood of integrating such a program with colleges; he would like to be involved.
 - Mike Bruno would be meeting with Janet Kaiser to discuss what possibilities may exist.
 - Janet Kaiser commented that Diablo Valley College (DVC) had programs historically but there were not enough students to keep the program.
- Tom Weber suggested creating a continuation program starting with encouraging youth at the public viewing area. The Experimental Aircraft Association (EAA) is involved with kids starting at age eight (8). The Patriot Jet Team Program is geared for those at or above 8th grade. Then working with the college system for more adult linkages.
- Keith Freitas commented that former AAC member, Ellen Williams, tried to get an aviation academy going at the high school level but funding and resource issues kept it from going forward.

i. ALUC December Meeting Update

Tom Weber commented that the only other item introduced was the Sea Pilots Association proposal to use the Clifton Court Forebay for training.

- They are not talking about a huge number of potential users.
- Biggest obstacle would be getting cooperation from the Department of Water Resources (DWR).
- Keith Freitas commented that he had recently talked with DWR and they view it as a potential liability as the water is not very deep in areas and approval of the proposal is not looking very positive.

UPDATES/ANNOUNCEMENTS

a. Airport Committee Update

Mike Bruno commented that at the last meeting the focus was on information dissemination form.

- Plan is to use the revised form and see how it works.

Keith Freitas mentioned they also reviewed the 100% Budget and approved moving \$204,000 to the emergency reserve fund.

b. What is happening at Buchanan Field & Byron Airports/Other Airports

Keith Freitas reported:

- Airport staff usually goes through a strategic planning meeting and will be bringing issues back to the AAC for consideration.
- Gave a brief recap of the Airports' proposed Marketing Director.

c. Update from Airport Business Association

Mike Bruno reported that his business had an incredibly strong winter which is a strong indication that things are moving in the right direction. Sterling received its sightseeing certificate (must stay 25 miles from Airport) and he is looking at ways of using it to increase business opportunities.

d. AAC Announcements

Tom Weber reminded AAC members that if their term was going to expire, they should make sure that their reappointment is made as soon as possible.

e. Airport Staff Announcements

Caffino sold and Airport was fully paid in the process.

FUTURE AGENDA ITEMS

None

Next meeting scheduled for Thursday, February 14 at 10:00 am.

ADJOURNMENT: The meeting was adjourned by the Chair at 11:23 am.

Noise Abatement Statistics

January 2013

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2013	2013	2012	2013	2012	
TOTAL NUMBER OF COMPLAINTS	3	3	1	3	1	200%
LOCATION OF COMPLAINTS						
Concord	1	1	0	1	0	100%
Pleasant Hill	0	0	1	0	1	-100%
Pacheco	0	0	0	0	0	0%
Martinez	1	1	0	1	0	100%
Byron	0	0	0	0	0	0%
Other	1	1	0	1	0	100%
Subtotal	3	3	1	3	1	200%
Special Events	0	0	0	0	0	0%
Total Number of Complaints	3	3	1	3	1	200%
COMPLAINTS ASSOCIATED WITH						
Buchanan Field Airport		2	1	2	1	
Byron Airport		0	0	0	0	
Law Enforcement/Lifeguard Lights		0	0	0	0	
Non-associated		1	0	1	0	
TIME OF INCIDENT						
Day (0700 - 1700)		1	0	1	0	
Evening (1700 - 2200)		0	0	0	0	
Night (2200 - 0700)		0	1	0	1	
All Times		2	0	2	0	
TYPE OF COMPLAINT						
Noise		1	0	1	0	
Low Flying		1	0	1	0	
Noise and Low Flying		0	1	0	1	
Too Many Aircraft		0	0	0	0	
Other		1	0	1	0	
TYPE OF AIRCRAFT						
Jet		1	1	1	1	
Propeller		0	0	0	0	
Helicopter		0	0	0	0	
All Types		1	0	1	0	
Unknown		1	0	1	0	
MULTIPLE CALLER - TRAINING HELICOPTERS	0	0	0	0	0	
MULTIPLE CALLER - NORTH CONCORD	0	0	0	0	0	
TOTAL AIRCRAFT OPERATIONS		6,220	5,950	6220	5950	5%
COMPLAINTS PER 10,000 OPERATIONS		5	2	5	2	187%
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY		3	2	3	2	91%

Jan - 2 complaints PG&E contactor Helicopter

Contra Costa County Airports Monthly Operations Report

January 2013

	January 2013	January 2012	YTD 2013	YTD 2012	% CHANGE 2012/2013
AIRCRAFT OPERATIONS					
Total Operations	6,220	5,950	6,220	5,950	5%
Local Operations	3,153	2,545	3,153	2,545	24%
Itinerant Operations	2,285	3,405	2,285	3,405	-33%
Total Instrument Ops	582	639	582	639	-9%
FUEL FLOWAGE					
100 Octane	14,552	18,138	14,552	18,138	-20%
Jet Fuel	44,632	42,814	44,632	42,814	4%
Total	59,184	60,952	59,184	60,952	-3%
BYRON INFORMATION					
Byron Fuel	2,582	2,330	2,582	2,330	11%
SKYDIVERS					
Number of Flights	142	93	142	93	53%
Experienced Jumps	1,381	1,023	1,381	1,023	35%
First Time Jumps	124	85	124	85	46%
Student Jumps	63	16	63	16	294%

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

The following certified Board Orders are attached:

- February 5, 2013 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute an three-year Consulting Services Agreement with Kimley-Horn and Associates, Inc., to perform engineering and construction management for the Byron Airport pavement repairs plus lighting and signage enhancements.*
- February 5, 2013 *APPROVE and AUTHORIZE the Director or Airports, or designee, to execute a month-to-moth hangar rental agreement with Fly Up, LLC for a shade hangar at Buchanan Field Airport, effective January 8, 2013, in the monthly amount of \$172.41.*
- February 26, 2013 *APPROVE and AUTHORIZE the Director or Airports, or designee, to execute a month-to-moth hangar rental agreement with Richard Pullman for a T-hangar at Buchanan Field Airport, effective February 15, 2013, in the monthly amount of \$383.74.*
- February 26, 2013 *APPROVE and AUTHORIZE the Director or Airports, or designee, to execute a month-to-moth hangar rental agreement with Geoffrey Bolton for a T-hangar at Buchanan Field Airport, effective February 15, 2013, in the monthly amount of \$383.74.*



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports
Date: February 5, 2013

Subject: Authorization to execute a three-year Consulting Services Agreement with Kimley-Horn and Associates, Inc. for Design Engineering and Enhancements

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a three-year Consulting Services Agreement with Kimley-Horn and Associates, Inc. to perform the design engineering and construction management for the Byron Airport pavement repairs plus lighting and signage enhancements, Byron Area.

FISCAL IMPACT:

The total contract cost for the Runway Design Engineering and Lighting and Signage Improvement project is \$150,000; of which 90% (or \$135,000) will be funded through a Federal Aviation Administration (FAA) grant. A grant request has been submitted to Caltrans to cover approximately 2.25% (or \$3,038) of the project cost. The Mariposa Community Benefit Fund will provide the remaining Project funds. The Mariposa Community Benefit Fund was established to enhance and support the Byron Airport with emphasis on leveraging federal and state grant funding.

BACKGROUND:

In 2012 Contra Costa County (County) issued a Request for a Technical Proposal for the Byron Airport Pavement and Lighting Enhancement Project (Project). The County interviewed and ranked the

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: 02/05/2013 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES _____
ABSENT 1 ABSTAIN _____
RECUSE _____

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: February 5, 2013

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

Contact: Beth Lee, (925) 646-5722

By: STACEY M. BOYD, Deputy

cc:

BACKGROUND: (CONT'D)

consultants that responded to the Request for Technical Proposal.

The Project generally consists of performing airfield pavement maintenance and some minor reconstruction of the asphalt pavement at the Byron Airport. The two runways 12/30 and 5/23 are included along with the taxiway system and aircraft parking ramps. The project will also include pavement re-marking, replacement of airfield signs and installation of solar powered taxiway edge lighting.

Due to the project cost (\$150,000) and an award of a FAA grant for the design engineering work, County staff sent a project specific technical services solicitation to the top three ranked CSA consultants in order to determine the most qualified firm to perform this work. Public Works and Airports Division staff reviewed the two received proposals and determined unanimously that Kimley-Horn and Associates was the preferred consultant for this work.

The Airports Division is now requesting to execute a three year contract (February 5, 2013 through February 4, 2016) with Kimley-Horn and Associates to perform the design engineering for the Project. The total project cost is \$150,000 which will be primarily funded by an FAA grant. A grant was submitted to Caltrans for a portion of the local match and the Mariposa Community Benefit Fund will provide the remaining Project funds. The Mariposa Community Benefit Fund was established to enhance and support the Byron Airport with emphasis on leveraging federal and state grant funding.

CONSEQUENCE OF NEGATIVE ACTION:

If the Airports Division is unable to execute a contract with Kimley-Horn and Associates the pavement will continue to deteriorate which may impact the long-term ability to use the runways, taxiways and aircraft parking ramp.

CHILDREN'S IMPACT STATEMENT:

Not Applicable



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports
Date: February 5, 2013

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 Fly Up, LLC for a shade hangar at Buchanan Field Airport effective January 8, 2013, in the monthly amount of \$172.41, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$2,068.92 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 at Buchanan Field Airport. Buchanan Airport Hangar Company was responsible for the maintenance and property management of the property during that 30-year period.

On September 1, 2000, the County obtained ownership of the aircraft hangars and shelters, pursuant to the terms of the above lease.

On February 13, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Lease Agreement for use with the larger East Ramp Hangars.

On February 3, 2008, Contra Costa County Board of Supervisors approved the amended T-Hangar Lease Agreement

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: 02/05/2013 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES _____
ABSENT 1 ABSTAIN _____
RECUSE _____

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: February 5, 2013

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

Contact: Beth Lee, (925) 646-5722

By: STACEY M. BOYD, Deputy

cc:

BACKGROUND: (CONT'D)

which removed the Aircraft Physical Damage Insurance requirement. The new amended T-hangar Lease Agreement will be used to enter into this aircraft rental agreement.

CONSEQUENCE OF NEGATIVE ACTION:

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

CHILDREN'S IMPACT STATEMENT:

Not Applicable



To: Board of Supervisors
From: Keith Freitas, Airports
Date: February 26, 2013

Contra
Costa
County

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 Richard Pullman for a T-hangar at Buchanan Field Airport effective February 15, 2013 in the monthly amount of \$383.74, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$4,604.88 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 at Buchanan Field Airport. Buchanan Airport Hangar Company was responsible for the maintenance and property management of the property during that 30-year period.

On September 1, 2000, the County obtained ownership of the aircraft hangars and shelters, pursuant to the terms of the above lease.

On February 13, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Lease Agreement for use with the larger East Ramp Hangars.

On

<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: 02/26/2013 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES	<u>5</u>	NOES	___
ABSENT	___	ABSTAIN	___
RECUSE	___		

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: February 26, 2013

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

Contact: Beth Lee, (925) 646-5722

By: STACEY M. BOYD, Deputy

cc:

BACKGROUND: (CONTD)

February 3, 2008, Contra Costa County Board of Supervisors approved the amended T-Hangar Lease Agreement which removed the Aircraft Physical Damage Insurance requirement. The new amended T-hangar Lease Agreement will be used to enter into this aircraft rental agreement.

CONSEQUENCE OF NEGATIVE ACTION:

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

CHILDREN'S IMPACT STATEMENT:

Not Applicable



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports
Date: February 26, 2013

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 Geoffrey Bolton, for a T-hangar at Buchanan Field Airport effective February 15, 2013 in the monthly amount of \$383.74.

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$4,604.88 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 at Buchanan Field Airport. Buchanan Airport Hangar Company was responsible for the maintenance and property management of the property during that 30-year period.

On September 1, 2000, the County obtained ownership of the aircraft hangars and shelters, pursuant to the terms of the above lease.

On February 13, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Lease Agreement for use with the larger East Ramp Hangars.

On February 3, 2008, Contra Costa County Board of Supervisors approved the amended T-Hangar Lease Agreement

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 02/26/2013 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 5 NOES _____
ABSENT _____ ABSTAIN _____
RECUSE _____

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: February 26, 2013

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

Contact: Beth Lee, (925) 646-5722

By: STACEY M. BOYD, Deputy

cc:

BACKGROUND: (CONTD)

which removed the Aircraft Physical Damage Insurance requirement. The new amended T-hangar Lease Agreement will be used to enter into this aircraft rental agreement.

CONSEQUENCE OF NEGATIVE ACTION:

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

CHILDREN'S IMPACT STATEMENT:

Not Applicable



U.S. Department
of Transportation
Federal Aviation
Administration

February 13, 2013

BUCHANAN
AIRPORT

2013 FEB 19 A 10:15

Western-Pacific Region Airports Division
San Francisco Airports District Office
1000 Marina Boulevard, Suite 220
Brisbane, California 94005-1835

Keith Freitas, Director of Airports
Contra Costa County
Buchanan Field and Byron Airports
550 Sally Ride Drive
Concord, CA 94520

Dear Mr. Freitas,

Subject: Proposed Farm and Soccer Field

We have reviewed your email in which you requested Federal Aviation Administration (FAA) guidance regarding proposals for an agricultural lease and the establishment of soccer fields in an area located North of Runway 14L and Runway 14R of the Buchanan Field Airport (CCR). We wish to begin by reminding the Contra Costa County, the airport sponsor, that any change to current zoning regulations to allow an incompatible use near the airport would be a violation of the grant assurances.

It appears from our review that the proposed uses will penetrate the Runways 14L and 14R Runway Protection Zones (RPZs). The RPZ has a safety related purpose. The RPZs represent airport design standards that encompass a defined land area underneath aircraft approach and departure paths. Their purpose is to prevent the introduction of above ground objects that could be hazardous to aircraft, its occupants, and to people on the ground. Control of these areas by the airport operator is essential to prevent the creation of safety risks. Since the proposed encroachment into the RPZs by the farming and soccer fields does not fully comply with airport design standards, it is likely the proposed use will create an airport hazard and an incompatible land use that should be avoided.

Historical accident data reveals that the majority of aircraft accidents occur in the approach and departure areas of an airport. FAA's policy and airport design standard are intended to keep the RPZ free of structures and sources of public assembly. The proposed soccer field would fall in the category of recreational land use to include a congregation of people. Agricultural activities would likely become a hazardous wildlife attractant, jeopardizing aircraft taking off and landing at CCR. In addition, the presence of wildlife at and near the airport could trigger the need for an updated wildlife hazard assessment.

In addition to the wildlife and design issues, the proposed farm and the soccer field would conflict with requirements, contained in the following Grant Assurances.

- Grant Assurance 5, *Rights and Powers*, obligates the airport sponsor to refrain from any action that will deprive it of rights and powers to perform in accordance with the requirements of the Grant Assurances. Additionally, the airport sponsor will take action to extinguish any outstanding right or claim that would interfere or prevent the

sponsor from complying with the Grant Assurances. The sponsor may not subordinate the Grant Assurances to a local agreement such as a tenant lease agreement.

- Grant Assurance 19, *Operation and Maintenance*, requires the sponsor to protect the public using the airport by adopting and enforcing rules, regulations, and ordinances as necessary to ensure safe and efficient flight operations.
- Grant Assurance 20, *Hazard Removal and Mitigation*, requires the sponsor to take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport...otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.
- Grant Assurance 21, *Compatible Land Use*, requires the sponsor to take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft.

The FAA would view the establishment of non-essential and non-aeronautical construction within the RPZ as an action that would derogate the airport's ability to provide for a safe and efficient airport environment. This may be interpreted as a violation of the sponsor Grant Assurances. Moreover, a zone change by the County from industrial use to allow for incompatible use of land near the airport could also violate the Grant Assurances.

As an air-carrier airport, CCR is certificated under 14 CFR Part 139 (FAR 139), and must comply with all requirements of the regulation. The introduction of an agricultural field in close proximity to the approach/departure of Runway 14-32 would very likely create a violation of Part 139.337, *Wildlife Hazard Management*, paragraph (a), which states: *..each certificate holder must take immediate action to alleviate wildlife hazards whenever they are detected.* As such, the proposed incompatible land use could result in corrective action being identified in a "Letter of Correction" during a future periodic airport inspection at CCR. In conclusion, the FAA advises against the proposed land uses because they will create an incompatible land use which will conflict with airport design standards, establish a wildlife attractant close to the airport, and may be a violation of FAR 139. The proposed uses will result in a potential hazard to aviation and an incompatible land use. In short, the potential to increase safety risks for aviation should be avoided.

Sincerely,



Robin K. Hunt
Manager, San Francisco Airports District Office

cc: George Aiken, AWP-620

**Enterprise Fund General Ledger Detail
Fiscal Year 2012-13 @ 50%**

	2011-12 Actual	2012-13 Budget	2012-13 Actual To Date	YTD @ 50%
Enterprise Fund O & M Budget				
Buchanan O & M Revenues	\$3,368,006.46	\$3,339,931.00	\$1,957,966.39	58.62%
Byron O & M Revenues	\$448,789.23	\$522,071.00	\$249,080.22	47.71%
Total O & M Revenues Enterprise Fund	\$3,816,795.69	\$3,862,002.00	\$2,207,046.61	57.15%
Buchanan O & M Expenditures	\$2,464,303.30	\$2,892,822.00	\$1,398,987.66	48.36%
Buchanan Capital Expenses (Non AIP)	\$0.00	\$180,000.00	\$49,074.87	
Byron O & M Expenditures	\$792,093.58	\$708,438.00	\$344,031.41	48.56%
Byron Capital Expenses (Non AIP)	\$25,271.82	\$0.00	\$0.00	
Total O & M Expenditures Enterprise Fund	\$3,281,668.70	\$3,781,260.00	\$1,792,093.94	47.39%
Reserve Fund - Current Balance:	\$340,000.00			
Mariposa Fund:	\$800,000.00			