Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord
Thursday, June 12, 2014, 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 (844) 359-8687 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 (April 2014)
5. Consider Consent Items
   b. Relevant Board Actions
   c. Development Project Matrix (No Current or Ongoing Projects)
6. Presentations/Special Reports – Byron General Plan Amendment (Patrick Roche, Department of Conservation and Development)
7. Discussion/Action Items
   a. Items Pulled from Consent
   b. Set Meeting Calendar for June 2014 – May 2015
   c. Noise Issues
   d. Economic Development Working Group Update
   e. FAA Grant Projects
   f. Air Race Classic 2014
   g. AAC Tenant Recognition Program Nominations
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. Airport Land Use Commission (ALUC) Update
   e. AAC Announcements
   f. Airport Staff Announcements
9. Future Agenda Items
10. Adjourn

Next AAC Meeting (Tentative): July 10, 2014 at 10:00 am
Next Airport Committee Meeting (Tentative): September 11, 2014 at 10:30 am
## Aviation Advisory Committee

### ATTENDANCE ROSTER FOR 2014

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<tr>
<th>AAC Members</th>
<th>Representing</th>
<th>Contact Information</th>
<th>Jan 09</th>
<th>Feb 13</th>
<th>Mar 13</th>
<th>Apr 10</th>
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**Was There a Quorum? Y or N**

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**ABS** = Absent  
**X** = Present
CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
April 10, 2014

MEETING CALLED: Chair Mike Bruno called the meeting to order at 10:03 am at the Director of Airport's Office.

PRESENT: Rudi Raab, District I
Mike Bruno, Chair, CCC Airports Business Association
DeWitt Hodge, Member at Large
Derek Mims, City of Pleasant Hill
Rich Spatz, At Large 2
Tom Weber, Vice Chair, District IV
Ed Young, Secretary, At-Large 1
Keith McMahon, City of Concord
Ronald Reagan, District III
Russell Roe, District V

ABSENT: Janet Kaiser, Diablo Valley College

STAFF: Keith Freitas, Director of Airports
Elizabeth Catlin, Airport Staff

OPENING COMMENTS
BY CHAIR: None

PUBLIC COMMENT
PERIOD: None

APPROVAL OF

APPROVAL OF
PRESENTATION/SPECIAL REPORTS – Draft New Airport Marketing Video:
Keith Freitas reported this is the first time showing the new draft Airport Marketing Video. The video is to help generate some energy; promote awareness; generate pilot interest; educate our community; developers and grab a viewer’s attention about both Buchanan Field and Byron Airport. Airport staff is looking for ideas, feedback, and comments.

Comments included:

- One of the first items mentioned was that the Airports are self-funded. There should be more included on that as it is an important aspect of both Buchanan Field and Byron Airports.
- More emphasis that the Airports contribute dollars to the community, local economy and that Byron Airport is our next opportunity to further service the community. Great start on video.
- Should give an overview of each Buchanan Field Airport and Byron Airport.
- Show how people can fly here to the East Bay Area and land at Buchanan Field Airport instead of Oakland because it is closer.
- Videos should address each kind of different activity that occurs at each of the Airports.
- Good job on video, its easy flow catches your interest.
- Should spend less time focusing on the jets.
- Show more of the different kinds of aircraft that are at the airports.
- Should show more of the public at the Airports; like the kids in the public viewing plaza and more of other activities that take place here.
- Like to see the young female pilot stating, “hey, if I can do this anyone can do this,” which shows that average people use the airports.
- Please cut out the jargon and find a different word other than Fixed Based Operators (FBO) which was mentioned more than once as not everyone knows what FBO means.
- At the end of the video to add the URL with information to keep coming back as more videos will be added. Give them a reason that more videos will be added.

DISCUSSION/ACTION ITEMS:

a. **Items Pulled from Consent**

Noise Statistics pulled for discussion.
- Keith Freitas reported due to nice weather, more and more pilots are flying which will result in an increase in noise complaints.
- Derek Mims commented that in Pleasant Hill, last year there were no complaints by the end of March and this year for the same time period there are already four to five.
- Tom Weber commented that two complaints were generated from one caller.
  - Both Airport staff and Tom had spoken with the complainant in length.
- Keith Freitas commented that the air traffic personnel will encourage use of the smaller runway for training so as to keep the planes from making a right turn over Pleasant Hill. When more pilots are performing training the heavier traffic is divided between the two runways, which then generates more noise complaints.
b. **Officer Elections**
Mike Bruno asked for nominations.

Ronald Reagan moved to keep the same officers: Mike Bruno as Chair, Tom Weber as Vice Chair and Ed Young as Secretary. Seconded by Tom Weber. Approved unanimously. Yes: Rudy Raab, Mike Bruno, DeWitt Hodge, Derek Mims, Tom Weber, Keith McMahon, Ronald Reagan, Russell Roe and Ed Young. No: None. Abstained: None. Absent: Janet Kaiser

c. **Airport Rates and Charges**
Keith Freitas stated that this will be coming up in the next several months. The Airport Enterprise Fund; rates and charges that are set by the Board of Supervisors they consist of tie down rates, hangar rents and overnight parking fees.

The subject of allowing tenants to switch from one hangar to a different hangar due to it being in a preferred location was brought up. It was questioned whether different fees could be charged for specific hangars and if it could be incorporated and addressed in the Airport Rates and Charges.

- Keith Freitas responded that it could be considered in the rates and charges.
  - The challenge is tenants would then be tying up two hangars, one that is rented and the other that is being vacated.
  - A survey was taken to see if tenants would be willing to pay for both hangars during their move; tenant response was “no” across the board.

d. **Economic Development Working Group**
Keith Freitas said Airport staff is looking for two (2) to three (3) AAC members to participate in a larger working group that will assist Airport staff in coming up with marketing incentives and other ideas.

- It was suggested that the three members from the AAC should be a pilot, a tenant and a business owner.
  - Mike Bruno, Ronald Reagan and Russell Roe were nominated.
- It was suggested that the group members report back to the AAC at each meeting.

Ronald Reagan questioned whether there was any ongoing conversation regarding an Fixed Base Operator (FBO) or someone taking over the fueling at Bryon Airport.

- Keith Freitas responded that Airport staff had solicited but the biggest obstacle would be the cost to build a facility and then start a new business.
  - One of the responses to the solicitation was for just fuel and the business wanted a fifty year lease.
  - Airport staff has a consultant looking at costs for building a structure to house an FBO.

Tom Weber commented that the two things that have to be in place to grow the Bryon Airport are access roads and the County General Plan Amendment.

- A suggestion was made for the members who represent the Supervisors go to their Supervisors and promote the importance of the Byron Airport in order to have the County General Plan Amendment process moved forward.
  - Mike Bruno suggested agendizing the General Plan Amendment as a start and then maybe make a recommendation to the Supervisors that they make the General Plan Amendment a high priority.
Derek Mims responded that the AAC should draft a letter to the Board of Supervisors for review at the next meeting. He also suggested for Tom Weber and Ronald Reagan to draft some bullet points for the members to discuss with the Supervisors.

e. **Tenant BBQ May 1, 2014**
   Mike Bruno gave a brief recap that Airport Staff had requested volunteers from the AAC to help with the BBQ, from 11:00 am – 2:00 pm
   - Russell Roe, Tom Weber, Derek Mims and DeWitt Hodge volunteered.
   - Keith Freitas stated everyone should have received an Evite and asked for everyone to please respond.

**UPDATES/ANNOUNCEMENTS**

a. **Airport Committee Update**
   None

b. **What is happening at Buchanan Field & Byron Airports/Other Airports**
   None

c. **Update from Airport Business Association**
   Mike Bruno reported that Sterling is busy and hopes it does not slow down.

   Russell Roe questioned if Mike Bruno was still involved with APEX hangars.
   - Mike Bruno responded that he was.
   - Keith Freitas commented that the bank is still paying monthly rent to the Airport.

d. **Airport Land Use Commission (ALUC) Update**
   None

e. **AAC Announcements**
   Tom Weber reported the District II representative seat is still vacant. District II staff is still interviewing.

f. **Airport Staff Announcements**
   Airport Tenant Appreciation BBQ - May 1, 2014

**FUTURE AGENDA ITEMS**
- Airport Marketing Video

**ADJOURNMENT:** The meeting was adjourned by the Chair at 11:18 a.m.
CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
March 13, 2014

MEETING CALLED: Chair Mike Bruno called the meeting to order at 10:11 a.m. at the Director of Airport's Office.

PRESENT: Rudi Raab, District I
Mike Bruno, Chair, CCC Airports Business Association
DeWitt Hodge, Member at Large
Derek Mims, City of Pleasant Hill
Tom Weber, Vice Chair, District IV
Ed Young, Secretary, Member At-Large

ABSENT: Janet Kaiser, Diablo Valley College
Keith McMahon, City of Concord
Ronald Reagan, District III
Russell Roe, District V

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

OPENING COMMENTS BY CHAIR: None

PUBLIC COMMENT PERIOD: None

APPROVAL OF MINUTES: Moved by Tom Weber and Derek Mims (tied); seconded by Rudi Raab. Approved unanimously. Yes: Rudi Raab, Mike Bruno, DeWitt Hodge, Derek Mims, Tom Weber and Ed Young. No: None. Abstained: None. Absent: Janet Kaiser, Keith McMahon, Ronald Reagan and Russell Roe.

PRESENTATION/SPECIAL REPORTS: None

DISCUSSION/ACTION ITEMS:

a. **Items Pulled from Consent**
   None

b. **50% Budget for Fiscal Year (F/Y) 2013/14**
   Keith Freitas referred to attachment in packet; revenues are up and expenditures are less than budgeted. $60k was added to emergency reserve fund. Details were added to show Mariposa Fund allocations as requested by the Airport Committee (reviewed list and funds committed).
   - It was questioned if pavement project included runways and taxiways.
     - Pavement project includes all pavement at Byron Airport.
   - It was questioned if gas taxes come back to the Airport improvements program.
     - Aviation gas taxes go into State Fund and can be allocated to local airports via grant process.

c. **East Ramp Hangar Painting Project Expense Breakdown**
   Keith Freitas referred to attachment in packet that showed total project costs and gave a brief definition of each project cost line item.
   - The result from project process:
     - Future projects will be managed by the Airport Division either directly or through our aviation consultants.
   - It was questioned whether anything useful was received from Capital Projects expenditures.
     - Airport staff did get some information for the future.
   - It was questioned whether there is a mechanism in the County to get reimbursement from another department or division.
     - “No”, as it paid for staff time spent.
     - Testing, some of the bid information, and environmental analysis (depending on project scope and timing) will be of future benefit.
       - Project should be highlighted to the Airport Committee and others to better understand costs spent and benefits recognized/not recognized.
     - It was questioned what was the Board of Supervisors reaction to this.
       - They generally don’t get involved at this level, more for AAC review and scrutiny.
       - It would be helpful for the Airport Committee’s involvement, if in the future, questions arise as to working with divisions and the process.
       - Must keep in mind that the contractor also played a role as their bid came in more than 50% below the engineers estimate.
   - On a related note: knowing that Capital Projects charges the Airport for time spent on Airport projects, it was questioned whether other departments also charge to the Airport.
     - Yes we do have other departments that charge to us.
       - Future agenda item; costs charged to us by other County Departments/Divisions and what we get from them in services.
d. **Airport Economic Impact Study Review**
   The Airport Economic Impact Study Review was completed in 2000 and requested by the County Administrators Office (CAO) via Supervisor DeSaulnier at the time to bring in a third party to quantify the economic value of the Airports.
   - Gave a brief overview of economic impact (both direct and indirect) at 1999 for Buchanan Field Airport and Byron Airport plus individual airports.
   - Also gave information given about more recent Caltrans economic study for the state airports system.
     - Represents 9% of economic impact (revenue direct and indirect) and 9% of state employment.

e. **Aviation Advisory Committee (AAC) Triennial Review**
   Mike Bruno gave a recap of what this review is and what the context for why it is done.
   - Tom Weber mentioned AAC was the first group for applying this County process.
   - Ed Young said it was a good process for him to be involved in.

f. **AAC Annual Report**
   Mike Bruno reported this item was on the agenda so that all members were aware that the AAC Annual Report had been done and to give the members a chance to see the final draft.

g. **AAC Member Volunteers for Tenant Recognition BBQ**
   Tenant Recognition BBQ will be held on Thursday, May 1st, 2014.
   - Areas to help:
     - Greeter/Head Count
     - Helping with restocking and running for BBQ and food line
     - Clean-up crew
     - Surveys/Tenant recognition forms
       - Derek Mims, DeWitt Hodge, Tom Weber and Mike Bruno agreed to help
   - Mike Bruno will email all members to get more volunteer help and to let Airport Staff know who and what they are willing to do.

**UPDATES/ANNOUNCEMENTS**

a. **Airport Committee Update**
   Mike Bruno reported the Airport Committee met last week.
   - Mike Bruno thanked them and Airports Division for approving another year of a Consumer Price Index (CPI) waiver.
   - Airport Committee broadened the CPI waiver to all applicable airport tenants (staff recommended for hangar tenants only).

b. **What is happening at Buchanan Field & Byron Airports/Other Airports**
   - New phone number – 844-Fly-ToUs (844-359-8687)
   - E-payment
   - New Website – www.contracostacountyairports.org
   - Attraction/retention.
- Will establish an adhoc group to start working on this in a few months (will factor into rates and charges update)

c. **Update from Airport Business Association**
   Met with the Airports Fixed Base Operator’s (FBO’s) a couple of weeks ago. The FBO’s are looking at ways to move forward to weather economic times in a collaborative group manner (challenge to keep 3 FBO’s going; they will focus on each one’s niche or strength).

d. **AAC Announcements**
   Tom Weber reported on AAC appointments:
   - Tom Weber and Rudi Raab’s reappointments were completed.
   - Working with District 2 Supervisor to fill vacant position.

e. **Airport Staff Announcements**
   Keith Freitas reported:
   - Three (3) new Operations staff on board and there are vacancies on administration staff side to be filled next.
   - Implemented a rotating night shift (random) at both Airports for security.
   - Sign program for both airports.
   - Airport Staff communication with tenants has vastly improved over the last several years; better at all levels.

**FUTURE AGENDA ITEMS**
- What other departments charge to the airport.

**ADJOURNMENT:** The meeting was adjourned by the Chair at 11:17 a.m.
# Noise Abatement Statistics

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<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Unknown</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

| TOTAL AIRCRAFT OPERATIONS | 7,312 | 6,596 | 21,027 | 19,265 | 9% |
| COMPLAINTS PER 11,000 OPERATIONS | 1 | 1 | 1 | 1 | 11% |
| COMPLAINTS PER 11,000 OPERATIONS - BUCHANAN ONLY | 8 | 6 | 9 | 5 | 99% |

Feb - 2 complaints - Aerobatics over residential area
2 complaints - Pleasant Hill Residence off end of Runway near DVC
2 complaints - News Helicopters
Mar - 1 Complaint PG&E helicopter
### Contra Costa County Airports
#### Monthly Operations Report

**March 2014**

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>AIRCRAFT OPERATIONS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Total Operations</td>
<td>7,312</td>
<td>6,596</td>
<td>21,027</td>
<td>19,265</td>
<td>9%</td>
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<tr>
<td>Local Operations</td>
<td>3,991</td>
<td>2,766</td>
<td>11,117</td>
<td>8,967</td>
<td>24%</td>
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<tr>
<td>Itinerant Operations</td>
<td>2,467</td>
<td>2,926</td>
<td>7,456</td>
<td>7,880</td>
<td>-5%</td>
</tr>
<tr>
<td>Total Instrument Ops</td>
<td>671</td>
<td>688</td>
<td>1,947</td>
<td>1,788</td>
<td>9%</td>
</tr>
<tr>
<td><strong>FUEL FLOWAGE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Octane</td>
<td>15,506</td>
<td>17,065</td>
<td>45,663</td>
<td>46,956</td>
<td>-3%</td>
</tr>
<tr>
<td>Jet Fuel</td>
<td>54,403</td>
<td>58,286</td>
<td>166,192</td>
<td>154,744</td>
<td>7%</td>
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<tr>
<td>Total</td>
<td>69,909</td>
<td>75,351</td>
<td>211,855</td>
<td>201,700</td>
<td>5%</td>
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<tr>
<td><strong>BYRON INFORMATION</strong></td>
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<td></td>
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</tr>
<tr>
<td>Byron Fuel</td>
<td>3,965</td>
<td>3,394</td>
<td>9,918</td>
<td>9,628</td>
<td>3%</td>
</tr>
<tr>
<td><strong>SKYDIVERS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of Flights</td>
<td>135</td>
<td>175</td>
<td>335</td>
<td>460</td>
<td>-27%</td>
</tr>
<tr>
<td>Experienced Jumps</td>
<td>1,421</td>
<td>2,114</td>
<td>3,434</td>
<td>4,903</td>
<td>-30%</td>
</tr>
<tr>
<td>First Time Jumps</td>
<td>182</td>
<td>223</td>
<td>373</td>
<td>499</td>
<td>-25%</td>
</tr>
<tr>
<td>Student Jumps</td>
<td>45</td>
<td>53</td>
<td>103</td>
<td>144</td>
<td>-28%</td>
</tr>
</tbody>
</table>
# Noise Abatement Statistics

## April 2014

<table>
<thead>
<tr>
<th># Of Callers</th>
<th>Complaints</th>
<th>YTD 2014</th>
<th>YTD 2013</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2014</td>
<td>2014</td>
<td>2014</td>
</tr>
<tr>
<td>TOTAL NUMBER OF COMPLAINTS</td>
<td></td>
<td>6</td>
<td>6</td>
<td>6</td>
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<tr>
<td>LOCATION OF COMPLAINTS</td>
<td></td>
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<td></td>
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<tr>
<td>Concord</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>3</td>
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<tr>
<td>Pleasant Hill</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
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<tr>
<td>Pacheco</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>0</td>
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<tr>
<td>Martinez</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Byron</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>2</td>
<td>2</td>
<td>1</td>
<td>6</td>
</tr>
<tr>
<td>Subtotal</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Special Events</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Number of Complaints</td>
<td></td>
<td>6</td>
<td>6</td>
<td>6</td>
</tr>
</tbody>
</table>

| COMPLAINTS ASSOCIATED WITH |                      |          |          |          |          |          |          |
| Buchanan Field Airport    | 4                    | 5        | 18       | 12       |
| Byron Airport             | 0                    | 0        | 0        | 0        |
| Law Enforcement/Lifeguard Lights | 0        | 0        | 0        | 0        |
| Non-associated            | 2                    | 1        | 8        | 3        |

| TIME OF INCIDENT |                      |          |          |          |          |          |          |
| Day (0700 - 1700)   | 5                    | 3        | 21       | 7        |
| Evening (1700 - 2200)| 0                    | 2        | 0        | 1        |
| Night (2200 - 0700)  | 0                    | 1        | 0        | 1        |
| All Times            | 1                    | 0        | 4        | 3        |

| TYPE OF COMPLAINT |                      |          |          |          |          |          |          |
| Noise             | 0                    | 2        | 11       | 4        |
| Low Flying        | 1                    | 1        | 3        | 2        |
| Noise and Low Flying | 2                    | 3        | 2        | 7        |
| Too Many Aircraft | 2                    | 0        | 5        | 1        |
| Other             | 1                    | 0        | 5        | 1        |

| TYPE OF AIRCRAFT |                      |          |          |          |          |          |          |
| Jet              | 0                    | 1        | 3        | 4        |
| Propeller        | 4                    | 3        | 15       | 4        |
| Helicopter       | 1                    | 1        | 5        | 2        |
| All Types        | 0                    | 0        | 1        | 2        |
| Unknown          | 1                    | 1        | 2        | 3        |

| TOTAL AIRCRAFT OPERATIONS |                      | 8,998    | 7,385    | 30,025   | 26,650   | 13%      |
|                          | COMPLAINTS PER 11,000 OPERATIONS | 11        | 9        | 12        | 7        | 67%      |
|                          | COMPLAINTS PER 11,000 OPERATIONS - BUCHANAN ONLY | 8        | 4        | 12        | 7        | 45%      |

Feb - 2 complaints - Aerobatics over residential area
2 complaints - Pleasant Hill Residence off end of Runway near DVC
2 complaints - News Helicopters
Mar - 1 Complaint PG&E helicopter
Apr - 1 complaint - Aerobatics over residential area
2 complaints - from two individuals at same residence in Pacheco
## Contra Costa County Airports
### Monthly Operations Report

### April 2014

<table>
<thead>
<tr>
<th></th>
<th>April 2014</th>
<th>April 2013</th>
<th>YTD 2014</th>
<th>YTD 2013</th>
<th>% CHANGE 2013/2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AIRCRAFT OPERATIONS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Operations</td>
<td>8,998</td>
<td>7,385</td>
<td>30,025</td>
<td>26,650</td>
<td>13%</td>
</tr>
<tr>
<td>Local Operations</td>
<td>4,850</td>
<td>3,610</td>
<td>15,967</td>
<td>12,577</td>
<td>27%</td>
</tr>
<tr>
<td>Itinerant Operations</td>
<td>3,342</td>
<td>2,985</td>
<td>10,798</td>
<td>10,865</td>
<td>-1%</td>
</tr>
<tr>
<td>Total Instrument Ops</td>
<td>581</td>
<td>569</td>
<td>2,528</td>
<td>2,357</td>
<td>7%</td>
</tr>
<tr>
<td><strong>FUEL FLOWAGE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Octane</td>
<td>19,650</td>
<td>17,299</td>
<td>65,313</td>
<td>64,255</td>
<td>2%</td>
</tr>
<tr>
<td>Jet Fuel</td>
<td>46,241</td>
<td>54,261</td>
<td>212,433</td>
<td>209,005</td>
<td>2%</td>
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<tr>
<td>Total</td>
<td>65,891</td>
<td>71,560</td>
<td>277,746</td>
<td>273,260</td>
<td>2%</td>
</tr>
<tr>
<td><strong>BYRON INFORMATION</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Byron Fuel</td>
<td>2,611</td>
<td>3,421</td>
<td>12,529</td>
<td>13,049</td>
<td>-4%</td>
</tr>
<tr>
<td><strong>SKYDIVERS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of Flights</td>
<td>134</td>
<td>124</td>
<td>469</td>
<td>584</td>
<td>-20%</td>
</tr>
<tr>
<td>Experienced Jumps</td>
<td>1,157</td>
<td>1,205</td>
<td>4,591</td>
<td>6,108</td>
<td>-25%</td>
</tr>
<tr>
<td>First Time Jumps</td>
<td>216</td>
<td>147</td>
<td>589</td>
<td>646</td>
<td>-9%</td>
</tr>
<tr>
<td>Student Jumps</td>
<td>18</td>
<td>35</td>
<td>121</td>
<td>179</td>
<td>-32%</td>
</tr>
</tbody>
</table>
Contra Costa County
Board of Supervisors
APPROVED Board Orders
Relating to County Airports

The following certified Board Orders are attached:

April 1, 2014  APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Gregory Kirsch for a Shade Hangar at Buchanan Field Airport effective March 6, 2014, in the monthly amount of $172.41.

April 22, 2014  APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a Consent to Leasehold Encumbrance and Estoppel between the County, as Landlord, Byron Aviation Services Limited, as Tenant, and Scott Valley Bank, as Tenant’s Lender, for leased premises, commonly known as 7500 Falcon Way, at the Byron Airport.

April 22, 2014  APPROVE and AUTHORIZE the Director of Airports, or designee, to execute, on behalf of the County, a fourth lease amendment between the County, as lessor, and TDMC, LLC, as tenant, at the Buchanan Field Airport.

April 22, 2014  APPROVE and AUTHORIZE the Airports Director, or designee, to apply for and accept Airport Improvement Program (AIP) grants from both the Federal Aviation Administration (FAA) and the California Department of Transportation-Division of Aeronautics (Caltrans) for approximately $3,406,500 and $85,163, respectively, to perform environmental analysis, design, engineering, and complete maintenance of Runway 14L/32R pavement at Buchanan Field; and AUTHORIZE the Chair of the Board of Supervisors to execute a Statement of Acceptance with the Federal Aviation Administration for the grant funds.

April 22, 2014  APPROVE and AUTHORIZE the Airports Director, or designee, to apply for and accept Airport Improvement Program (AIP) grants from both the Federal Aviation Administration (FAA) and the California Department of Transportation-Division of Aeronautics (Caltrans) for approximately $1,478,700 and $36,968, respectively, to perform environmental analysis, design, engineering, for maintenance of various taxiway pavements and signage upgrades at Buchanan Field; and APPROVE and AUTHORIZE the Chair of the Board of Supervisors to execute a Statement of Acceptance with the Federal Aviation Administration for grant funds.

April 29, 2014  APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Benjamin Innes-Gawn for a Shade Hangar at Buchanan Field Airport effective April 3, 2014, in the monthly amount of $172.41
To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: April 1, 2014

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 Gregory Kirsch, for a shade hangar at Buchanan Field Airport effective March 6, 2014, 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

☑ APPROVE
☐ OTHER
☐ RECOMMENDATION OF CNTY ADMINISTRATOR
☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 04/01/2014 ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 5 NOES
ABSENT ___ ABSTAIN ___

Contact: Beth Lee, (925) 681-4203

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: April 1, 2014

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

By: Stacey M. Boyd, Deputy
BACKGROUND: (CONT'D)
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 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

ATTACHMENTS
Hangar Rental Agreement
To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: April 22, 2014
Subject: APPROVE and AUTHORIZE the Director to EXECUTE a Fourth Amendment to Lease with TDMC, LLC for Property at 700 Sally Ride Drive, Buchanan Field Airport

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Director of Airports, or designee, to EXECUTE, on behalf of the County, a fourth lease amendment between the County, as lessor, and TDMC, LLC, as tenant, at the Buchanan Field Airport.

FISCAL IMPACT:
The Airport Enterprise Fund will receive lease rental and other revenues and the County General Fund will receive property, sales and possessory interest tax revenues from this development.

BACKGROUND:
On April 5, 2005, the Board authorized the Public Works Director to enter into a lease with Concord Jet Service, Inc. for a term of forty years, with a ten year option, for the purpose of constructing and operating a fixed base operator (FBO) hangar and office area at Buchanan Field Airport (the "Lease"). The Lease allowed building the FBO in two phases; the hangar and office space in Phase 1 and the fuel farm in Phase 2.

On April 10, 2007, the Board approved a First Amendment to Lease due to construction delays. The first amendment extended the construction rent period.

[Approval Options Selected: □ APPROVE □ OTHER □ RECOMMENDATION OF CNTY ADMINISTRATOR □ RECOMMENDATION OF BOARD COMMITTEE]

Action of Board On: 04/22/2014  □ APPROVED AS RECOMMENDED  □ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 5  NOES    
ABSENT    ABSTAIN    
RECUSE    

Contact: Beth Lee, (844) 359-8687
By: Stacey M. Boyd, Deputy

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: April 22, 2014
David J. Twa, County Administrator and Clerk of the Board of Supervisors

ee:
BACKGROUND: (CONT'D)

In January 2008, the Board approved a Second Amendment to Lease to allow the Tenant to delay construction of the office space, which construction is required for the Premises to be used as a Fixed Base Operator (FBO). The Second Amendment also increased the applicable ground rent to a level that is comparable with other non-FBO tenants at Buchanan Field Airport.

On May 20, 2008, the Board approved an assignment of the Lease from Concord Jet Service, Inc. to TDMC, LLC. The Board also approved a Third Amendment to Lease to adjust the property boundary and a Consent to Enter Into Lease ("Option Agreement") with TDMC, LLC, which waived certain obligations under the Lease to permit Tenant the option to lease the premises for the operation of an executive hangar.

This Fourth Amendment to Lease would permit the Tenant to operate the premises as an executive hangar at a rent level that is comparable with other non-FBO tenants at Buchanan Field Airport. The Fourth Amendment also extinguishes the Option Agreement. Further, this Fourth Amendment deletes the requirement to construct the Phase 2 and Phase 3 improvements, which are not required for the operation of an executive hangar.

CONSEQUENCE OF NEGATIVE ACTION:
If the parties do not execute the Fourth Amendment to Lease, TDMC, LLC will be in default under the Lease for failing to construct the Phase 2 and Phase 3 improvements by the deadline set forth in the existing Lease.

CHILDREN'S IMPACT STATEMENT:
Not Applicable

ATTACHMENTS
Fourth Amendment to Lease
To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: April 22, 2014  

Subject: Approve & Authorize County’s Consent to Leasehold Encumbrance and Estoppel for Byron Aviation Services Limited for Property at 7500 Falcon Way, Byron

RECOMMENDATION(S):  
APPROVE and AUTHORIZE the Director of Airports, or designee, to execute, on behalf of the County, a Consent to Leasehold Encumbrance and Estoppel between the County, as Landlord, Byron Aviation Services Limited, as Tenant, and Scott Valley Bank, as Tenant’s Lender, for leased premises, commonly known as 7500 Falcon Way, at the Byron Airport.

FISCAL IMPACT:  
The Airport Enterprise Fund will continue to receive lease and other revenues provided for in the Lease. The County General Fund will continue to receive property, sales and possessory interest tax revenues from the Lease.

BACKGROUND:  
In August 1995, the County entered into a lease with Byron Aviation Services Limited (Tenant) for the construction of twenty-two, fifty-foot by fifty-foot hangars at the Byron Airport. The Lease permits the Tenant to borrow money for the improvements and to secure the

✓ APPROVE

✓ RECOMMENDATION OF CNTY ADMINISTRATOR

✓ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 04/22/2014 ✓ APPROVED AS RECOMMENDED □ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 5 NOES ___
ABSENT ___ ABSTAIN ___
RECUSE ___

Contact: Beth Lee (844) 359-8687

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: April 22, 2014
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy
BACKGROUND: (CONT'D)
loan with a leasehold mortgage, provided only leasehold mortgage is outstanding at any time.

In March 2004, the County, with the Board’s consent, entered into a Estoppel Certificate and Consent, through which the County consented to a loan from Scott Valley Bank (the Bank) to the Tenant, secured by a leasehold mortgage. The loan was structured with a 20-year amortization schedule and a ten-year term. The Bank and the Tenant now desire to modify and extend the original 2004 loan and have requested the County’s consent. This action only modifies the existing loan. Upon completion of the refinancing, only one leasehold mortgage will be in effect.

CONSEQUENCE OF NEGATIVE ACTION:
If the County fails to grant its consent, the Bank may not be willing to complete the refinancing, jeopardizing the Tenant’s ability to meet its obligations under the lease.

CHILDREN’S IMPACT STATEMENT:
N/A

ATTACHMENTS
Estoppel and Consent
RECOMMENDATION(S):

AUTHORIZE the Director of Airports, or designee, to submit an Airport Improvement Program (AIP) grant application to both the Federal Aviation Administration (FAA) and the California Department of Transportation-Division of Aeronautics (Caltrans) for approximately $3,406,500 and $85,163, respectively, to complete maintenance of Runway 14L/32R pavement at Buchanan Field, Pacheco area (District IV).

APPROVE and AUTHORIZE the Chair of the Board of Supervisors to execute a Statement of Acceptance with the Federal Aviation Administration for grant funds to perform environmental analysis, design, engineering, and complete maintenance of Runway 14L/32R pavement at Buchanan Field in the approximate amount of $3,406,500.

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute an acceptance of funds under the California Aid to Airports Program Grant Agreement-Federal AIP Matching Funds grant program to perform the environmental analysis, design, engineering, and complete maintenance of Runway 14L/32R pavement at Buchanan Field in the approximate amount of $85,163.

☑ APPROVE
☑ RECOMMENDATION OF CNTY ADMINISTRATOR
☐ OTHER
☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 04/22/2014 ☑ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 5  NOES _____
ABSENT ____  ABSTAIN ____
RECUSE ____

Contact: Beth Lee, 844-359-8687

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: April 22, 2014
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy
FISCAL IMPACT:
The total project amount will be approximately $3,785,000. Approximately 90%, or $3,406,500 will be from the FAA, approximately 2.25%, or $85,163 will be from Caltrans, and approximately 7.75%, or $293,337 will be from the Airport Enterprise Fund.

BACKGROUND:
This FAA grant funding request is consistent with the Buchanan Field Airport Master Plan adopted by the Board of Supervisors on October 28, 2008. The adopted Airport Master plan identified, within the Implementation Plan section, upgrades to various airfield pavements that have exceeded their designed useful life. Specifically, the Runway 14L/32R pavement is more than 25 years old and has experienced a high number of pavement failures and associated repairs during the last several years.

CONSEQUENCE OF NEGATIVE ACTION:
The County will not receive the FAA and Caltrans Grant funding necessary to reconstruct and resurface the pavement on Runway 14L/32R and may result in the closure of the runway until sufficient funds are accumulated by the Airport Enterprise Fund.

CHILDREN'S IMPACT STATEMENT:
Not Applicable
To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: April 22, 2014
Subject: Acceptance of Federal Aviation Administration Grant Funding for Airfield Taxiway Pavement Reconstruction at Buchanan Field

RECOMMENDATION(S):
AUTHORIZE the Director of Airports, or designee, to submit an Airport Improvement Program (AIP) grant application to both the Federal Aviation Administration (FAA) and the California Department of Transportation-Division of Aeronautics (Caltrans) for approximately $1,478,700 and $36,968, respectively, for maintenance of various taxiway pavements and upgrade airfield signage at Buchanan Field, Pacheco area (District IV).

☑ APPROVE
☑ RECOMMENDATION OF CNTY ADMINISTRATOR
☐ OTHER
☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 04/22/2014 ☑ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 5   NOES ___
ABSENT ___  ABSTAIN ___
RECUSE ___

Contact: Beth Lee, (844) 359-8687

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: April 22, 2014
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

ce:
RECOMMENDATION(S): (CONT'D)
APPROVE and AUTHORIZE the Chair of the Board of Supervisors to execute a Statement of Acceptance with the Federal Aviation Administration for grant funds to perform environmental analysis, design, engineering, for maintenance of various taxiway pavements and signage upgrades at Buchanan Field in the approximate amount of $1,478,700.

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute an acceptance of funds under the California Aid to Airports Program Grant Agreement-Federal AIP Matching Funds grant program to perform environmental analysis, design, engineering, and maintenance of various taxiway pavements and signage upgrades at Buchanan Field in the approximate amount of $36,968.

FISCAL IMPACT:
The total project amount will be approximately $1,643,000. Approximately 90%, or $1,478,700 will be from the FAA, approximately 2.25%, or $36,968 will be from Caltrans, and approximately 7.75%, or $127,632 will be from the Airport Enterprise Fund.

BACKGROUND:
This FAA grant funding request is consistent with the Buchanan Field Airport Master Plan adopted by the Board of Supervisors on October 28, 2008. The adopted Airport Master plan identified, within the Implementation Plan section, upgrades to various airfield pavements that have exceeded their designed useful life. Specifically, the Taxiway Echo and Kilo pavement is more than 25 years old and has experienced a high number of pavement failures and associated repairs during the last several years. The project will also include replacement of approximately 1,000 airfield sign panels, which have experienced sun damage.

CONSEQUENCE OF NEGATIVE ACTION:
The County will not receive the FAA and Caltrans Grant funding necessary to reconstruct and resurface the pavement on Taxiway Echo, as well as replacement of the airfield sign panels. This may result in the closure of Taxiway Echo until sufficient funds are accumulated by the Airport Enterprise Fund.

CHILDREN'S IMPACT STATEMENT:
Not Applicable
To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: April 29, 2014

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 Benjamin Innes-Gawn, for a shade hangar at Buchanan Field Airport effective April 3, 2014, 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.

Action of Board On: 04/29/2014 .APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 5 NOES ___
ABSENT ___ ABSTAIN ___
RECUSE ___

Contact: Beth Lee (844) 359-8687

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: April 29, 2014
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy
BACKGROUND: (CONT'D)
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 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

ATTACHMENTS
Hangar Rental Agreement
TO: Contra Costa County Aviation Advisory Committee

FROM: Patrick Roche, Principal Planner, Advance Planning Section

DATE: May 27, 2014

SUBJECT: Recommended Scope of Work, Byron Airport General Plan Amendment Study and Byron Airport P-1 Zoning District Text Amendment Study

In December 2012, the Board of Supervisors authorized the Department of Conservation and Development to undertake a General Plan Amendment study for the Byron Airport (see attached Board Order). The purpose of which is to update or change General Plan policies for the Byron Airport to provide consistency with the 2005 Byron Airport Master Plan and to allow for the range of uses contemplated under the Airport Master Plan.

Staff from the Department of Conservation and Development, and the Airports Division, Public Works Department, have been in discussions about the scope of work for this County-initiated effort, which is being underwritten through funding from the Mariposa Energy Project Community Benefits Fund. Attached for review and discussion at the June meeting of the Aviation Advisory Committee is the recommended work scope for the Byron Airport General Plan Amendment (GPA) Study and the accompanying Byron Airport, P-1 Planned Unit District Zoning Text Amendment Study.

Department of Conservation and Development staff will be in attendance at the June meeting to receive comments on the recommended work scope and address questions regarding the GPA/P-1 Text Amendment study processes.

Attachments (4 Items)
1. 12/11/2012 Board Order re: Authorization for Byron Airport General Plan Amendment Study
2. Byron Airport P-1 Zoning District
3. Recommended Scope for Byron Airport General Plan Amendment Study (Draft, May 2014)
4. Recommended Scope for Zoning Text Amendment Byron Airport, P-1 Planned Unit District (Draft, May 2014)

g:\advance planning\adv-plan\byron airport\byron airport gpa- scope of work\5.27.2014.memo.ccaac.docx
ATTACHMENT #1
12/11/2012 Board Order
Authorization for Byron Airport General Plan Amendment Study
To: Board of Supervisors
From: Catherine Kutsuris, Conservation & Development
Date: December 11, 2012
Subject: Authorization of General Plan Amendment Study for the Byron Airport

RECOMMENDATION(S):

1. AUTHORIZE the Department of Conservation and Development to initiate a General Plan Amendment study, and undertake necessary environmental review, for consideration of changes or updates to General Plan policies for the Byron Airport to provide consistency and allow for the range of contemplated land uses identified in the 2005 Byron Airport Master Plan.

2. ACKNOWLEDGE that granting authorization for this request does not imply any support for the application to amend the General Plan, but only that this matter is appropriate for study.

FISCAL IMPACT:
This County-initiated General Plan Amendment study process, including environmental review under the California Environmental Quality Act (CEQA), would be funded by the Mariposa Energy Project Community Benefit Fund.

BACKGROUND:
In keeping with Federal Aviation Administration (FAA) guidelines, the County has prepared a master plan to guide the long-term physical

☑ APPROVE ☐ OTHER
☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 12/11/2012 ☑ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES ☑ 5 NOES ☐
ABSENT ☐ ABSTAIN ☐
RECUSE ☐

Contact: Patrick Roche (925) 674-7807

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: December 11, 2012
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy
development of the Byron Airport. An Airport Master Plan, which typically focuses on a twenty year planning horizon, identifies landside, access, circulation, and utilities/infrastructure improvements to enhance airport operations, and recommends appropriate land use “envelopes” for accommodating existing and future airport functions, including general aviation, airport support, and other aviation-related land uses.

The current Byron Airport Master Plan, which was last updated and approved in June 2005, identifies a diverse range of aviation and aviation-related land uses under a twenty year planning horizon for the Airport. The 2005 Airport Master Plan identified approximately 221 acres of undeveloped airport lands for both aviation and aviation-related uses. As shown in the attached figure from the 2005 Airport Master Plan (Figure 4-2, Recommended Development Plan), up to 96 acres of airport land area adjacent to, and west of the intersection of the airport’s two runways are reserved for aviation use to facilitate movement of ground vehicles and to satisfy runway approach and safety area requirements. Also shown on Figure 4-2 (2005 Airport Master Plan), approximately 125 acres of airport land area to the north and east of Runway 12-30 are reserved for long-term aviation-related development. The 2005 Airport Master Plan also suggested that if market conditions were warranted, some portions of the aviation-related area could be developed for airport-compatible commercial/industrial uses to enhance airport revenue and support East County economic development objectives.

The 2005 Airport Master Plan noted that a significant constraint on the airport’s future development is its limited utilities/infrastructure. The Byron Airport does not have water or sewer services, and electrical upgrades are needed to support future airport development. An infrastructure analysis for the Byron Airport is now in progress. It will address two key issues: 1) Existing Capacity: What is the current carrying capacity of the airport’s existing well water, septic, and electrical systems? How much of the 2005 Airport Master Plan can these existing systems accommodate?; and 2) Future Capacity: What is the cost to extend water, sanitary sewer, and upgrade electrical services to achieve the level of development contemplated under the 2005 Airport Master Plan? How can these systems improvements be implemented?

The purpose of the General Plan Amendment study is to consider changes or updates to General Plan policies related to the Byron Airport to support and provide consistency with the 2005 Byron Airport Master Plan and to allow for the range of contemplated aviation-related land uses identified in the 2005 Byron Airport Master Plan. This would entail a comprehensive review of General Plan policies related to Byron Airport under the Land Use, Conservation, and Transportation/Circulation elements. Besides bringing consistency between the General Plan and the Airport Master Plan, it is further recommended that the General Plan Amendment study also address three policy concerns related to future development at Byron Airport:

1. **Urban Limit Line boundary around the Byron Airport** – Consideration of potential Urban Limit Line (ULL) boundary changes at the Byron Airport that would realign and reduce the boundary line to place approximately 800 acres of biologically sensitive areas of airport-owned land more appropriately on the outside of the ULL, rather than inside as presently shown on the voter-approved ULL map (see attached map for reference).

2. **Utilities/Infrastructure and Growth Inducement** - Since the long-term development of the Byron Airport is so closely linked to the upgrade and extension of roads and water and sewer services, the General Plan Amendment study will need to consider how General Plan policy changes or updates to support the airport can avoid or minimize growth inducement impacts leading to the conversion of surrounding agricultural lands to urban uses.

3. **TriLink (State Route 239)** – First identified in 1959, State Route 239 is a legislatively approved but unconstructed route in the California Highway Route System intended to provide a link between State Route 4 in Brentwood and Interstate 205 west of Tracy in San Joaquin County. The Byron Airport is within the general bounds of the State Route 239 corridor. A multi-county study effort under the name TriLink, which is now in progress, is exploring mode and alignment options in the State Route 239 corridor. This study effort includes an evaluation of a connector to the Byron Airport. To the extent feasible, the Byron Airport General Plan Amendment study should consider the analysis and recommendations emerging from the TriLink study related
to airport access and future development.

Given the depth of potential General Plan policy changes under consideration, and that prior environmental review for the Byron Airport Master Plan dates back seven years and was limited in scope, a Program-Level Environmental Impact Report may be necessary to satisfy current CEQA requirements for this General Plan Amendment study. This County-initiated General Plan Amendment study, including CEQA environmental review, would be funded through the Mariposa Energy Project Community Benefits Fund.

CONSEQUENCE OF NEGATIVE ACTION:

If the General Plan Amendment study is not authorized and funded, General Plan policy changes necessary to support and provide consistency with the long-range development at the Byron Airport, as envisioned in the 2005 Byron Airport Master Plan, would not be acted upon and this may inhibit the airport’s future development. Funding through the Mariposa Energy Project Community Benefits Fund provides a unique opportunity for the County to initiate a General Plan Amendment study for the Byron Airport without impacting the General Fund.

CHILDREN'S IMPACT STATEMENT:

Not applicable.
ATTACHMENT #2
Byron Airport P-1 Zoning District
FINDINGS MAP
AND
ORDINANCE
Findings Map

Rezone From A-4 To P-1

Byron Area

W. MacVittie Chair of the East County Regional Planning Commission, State of California, do hereby certify that this is a true and correct copy of Pages S-27, S-28, T-27, T-28 of the County's 2005 zoning map indicating thereon the decision of the East County Regional Planning Commission in the matter of Contra Costa County RZ053163

ATTEST:

Secretary of the Contra Costa County Planning Commission, State of Calif.
ORDINANCE NO. 2006-16
(Re-Zoning Land in the
Byron Area)

The Contra Costa County Board of Supervisors ordains as follows:
S-27, S-28,

SECTION I. Page T-27, T-28 of the County's 2005 Zoning Map (Ord. No. 2005-03) is amended by re-zoning the land in the above area shown shaded on the map(s) attached hereto and incorporated herein (see also Community Development Department File No. RZ053163).

A-2 Light Agriculture
A-3 General Agriculture

FROM: Land Use District A-4 (Heavy Agriculture)
TO: Land Use District P-1 (Planned Development)

and the Community Development Director shall change the Zoning Map accordingly, pursuant to Ordinance Code Sec. 84.2.002.

SECTION II. EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days of passage shall be published once with the names of supervisors voting for and against it in the Contra Costa Times, a newspaper published in this County.

PASSED on August 15, 2006 by the following vote:

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<th>No</th>
<th>Absent</th>
<th>Abstain</th>
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ATTEST: John Culien, County Administrator
and Clerk of the Board of Supervisors

By

Chairman of the Board
(SEAL)

ORDINANCE NO. 2006-16
FINDINGS AND CONDITIONS OF APPROVAL FOR PLANNED UNIT DISTRICT REZONING
COUNTY FILE #RZ053163 AND FINAL DEVELOPMENT PLAN APPROVAL COUNTY FILE
# DP063031 (CONTRA COSTA COUNTY PUBLIC WORKS - AIRPORT DIVISION Applicants
and Owners) IN THE BYRON AREA OF EAST CONTRA COSTA COUNTY AS APPROVED BY
THE BOARD OF SUPERVISORS ON AUGUST 15, 2006

A. GROWTH MANAGEMENT ELEMENT PERFORMANCE STANDARDS FINDINGS:

1. Traffic - Rezoning the area will not result in a significant traffic increase, but sets forth a
streamlined process for permitting specific activities. The maximum density allowed on the
Byron Airport area will remain consistent with the Airport Land Use Compatibility Plan
standards.

2. Water Supply - The Byron Airport Area is within the service area boundaries of Byron
Bethany Irrigation District. Rezoning the area will result in a moderate demand for water
service.

3. Sewage Disposal - The site lies within the Byron Sanitary District’s service area. Rezoning
the area will result in a slightly higher demand for sewage disposal.

4. Fire Protection - A pump house located on the northeast side of Runway 12-30, a fire
protection pond that serves as a water supply pond, and a twin-agent unit equipped with 450
pounds of Dry Chemical Agent, and 50 gallons of foam provide on Airport fire protection.
The East Contra Costa County Fire District has indicated its ability to serve the site.

5. Public Protection - The Growth Management Element standard is 155 square feet of Sheriff
facility station area per 1,000 populations. Rezoning the area and allowing the permitted uses
will result in a slight demand for service. The Contra Costa County Fire District and Sheriff
Department have indicated the ability to serve the site.

6. Parks and Recreation - Rezoning the area will not result in demands for parks and
recreational facilities. The project as proposed does not impact parks or recreational facilities
within the project area.

7. Flood Control and Drainage - Rezoning the area will not result in impacts to flood control
and drainage systems. The project will be required to collect and convey all runoff to an
adequate natural or manmade drainage facility as necessary. Future projects may be subject to
the Clean Water Program’s Storm water Regulations (C.3).

(Ref: the Growth Management Element, Chapter 4, of the General Plan)

B. REZONING FINDINGS:

1. Required Finding- The change proposed will substantially comply with the general plan.

   The Byron Airport P-1 zoning district and new development will be in compliance with the
   policies of the general plan.

2. Required Finding- The uses authorized as conditioned is consistent with the goals and
policies of the General Plan as it pertains to this site.
The P-1 Rezoning is consistent with the General Plan, the Byron Airport Master Plan, and the Airport Land Use Compatibility Plan.

3. **Required Finding**: Community need has been demonstrated for the use proposed, but this does not require demonstration of future financial success.

   The P-1 rezoning permits a streamlined process. The Byron Airport Master Plan demonstrates the viability of the area and community need has been demonstrated for the uses proposed.

   (Ref. §26-2.1806 of the Ordinance Code)

C. **FINDINGS TO ESTABLISH A PLANNED UNIT (P-1) DISTRICT:**

   Adoption of P-1 Zoning and Approval of a Preliminary or Final Development Plan

1. **Required Finding**: The applicant intends to start construction within two and one-half years from the effective date of the zoning change and plan approval.

   **Project Finding**: The applicant has expressed a desire to begin immediately after required permits and approvals are obtained.

2. **Required Finding**: The proposed planned unit development is consistent with the County General Plan.

   **Project Finding**: The general plan for the site is Public and Semi Public and Open Space. The project Preliminary and Final development plan is consistent with the County General Plan and the Board approved Byron Airport Master Plan.

3. **Required Findings**: In the case of residential development, it will constitute a residential environment of sustained desirability and stability and will be in harmony with the character of the surrounding neighborhood and community.

   **Project Findings**: The project is characterized by aviation and aviation related uses. No residential development is considered under the Final development plan.

**CONDITIONS OF APPROVAL**

**General**

1. **______** Approval is contingent on the approval of the rezoning request from A-2, A-3, and A-4 (General Agricultural, Heavy Agriculture and Agricultural Preserve Districts) to P-1 (Planned Unit District).

2. **______** All structures requiring building permits shall comply with the rules and regulations of the Building Inspection Department and the East Contra Costa Fire District.
All building permits shall be obtained from the Building Inspection Department and reviewed by the Community Development Department. Development of permitted uses and uses allowable after the granting of a land use permit as identified in the General Agricultural, A-2, district shall be allowable consistent with the procedures and standards of the A-2 district.

3. In addition to uses established under Section 84-38.402 of the County Code the rezoning permits the following activities:
   - Aircraft T hangars
   - Corporate and executive hangars
   - Flight Schools
   - Skydiving
   - Aircraft sales and maintenance

4. At least forty five (45) days prior to the issuance of a building permit, the commencement of use or the approval of a contract to allow such use (whichever occurs first), the applicant shall file with the Airport Land Use Commission satisfactory evidence that that the use is consistent with the Airport Land Use Compatibility Plan. Agreement of the Airport Land Use Commission that the use is consistent with the Airport Land Use Compatibility Plan is required prior to the issuance of a building permit or the commencement of use.

5. A Certified Unified Program operating permit and compliance with the rules and regulations of the Health Services Department Hazardous Materials Program is required for airport maintenance.

6. If any significant cultural materials such as artifacts, human burials for the like are encountered during construction operations, such operations shall cease within 10 feet of the find, the Community Development Department shall be notified within 24-hours and a qualified archaeologist contacted and retained for further recommendations. Significant cultural materials include but are not limited to aboriginal human remains, chipped stone, ground stone, shell and bone artifacts, concentrations of fire cracked rock, ash, charcoal and historic features such as privies or building foundations.

7. Prior to the clearance of a building permit, the applicant shall provide evidence that the Airport Director's Office has approved the proposed development plans.
ADVISORY NOTES

THE FOLLOWING INFORMATION DOES NOT CONSTITUTE CONDITIONS OF APPROVAL, IT IS PROVIDED TO ALERT THE APPLICANT TO LEGAL REQUIREMENTS OF THE COUNTY AND OTHER PUBLIC AGENCIES TO WHICH THIS PROJECT MAY BE SUBJECT.

A. NOTICE OF 90-DAY OPPORTUNITY TO PROTEST FEES, DEDICATIONS, RESERVATIONS, OR OTHER EXACTIONS PERTAINING TO THE APPROVAL OF THIS PERMIT.

This notice is intended to advise the applicant that pursuant to Government Code Section 66000, et seq., the applicant has the opportunity to protest fees, dedications, reservations, and/or exactions required as part of this project approval. The opportunity to protest is limited to a 90-day period after the project is approved.

B. Comply with the requirements of the County Building Inspection Department.
C. Comply with the requirements of the Health Services Department, HazMat Division
D. Comply with the requirements of the Contra Costa County Consolidated Fire Protection District
E. Comply with the requirements of the State of California Fish and Game Department for the 814 acres of conservation and habitat management land
ATTACHMENT #3
Recommended Scope
Byron Airport General Plan Amendment Study
(Draft, May 2014)
Recommended Scope
Byron Airport General Plan Amendment Study

1. **Establish new Land Use Element Policies for the Byron Airport**
   
   Create a new section within the Land Use Element entitled "Policies for the Byron Airport" for the purpose of providing land use and development policy guidance at the Byron Airport; this new section would be similar or comparable to the Land Use Element's "Policies for the Buchanan Field Airport Area". The new "Policies for the Byron Airport" could include the following:
   
   a. Acknowledge the adopted Byron Airport Master Plan (2005), which included a Recommended Development Plan.
   
   b. Include new policy text in the Land Use Element intended to guide all future development on airport property based substantially on the adopted Byron Airport Master Plan (2005) and the "Byron Airport Compatibility Policies" as detailed in the adopted Contra Costa County Airport Land Use Compatibility Plan. The new policy text would define and clarify the range of aviation, aviation-related, and non-aviation uses and activities to be allowed at the Byron Airport.
   
   c. Include new policy text explaining that before development of any non-aviation uses on airport property may be considered: first, it must be demonstrated that all aviation uses forecasted under the adopted Byron Airport Master Plan (2005) can be accommodated at the airport; and, second, the proposed non-aviation use or activity has Federal Aviation Administration (FAA) concurrence.
   
   d. Include new policy text to support the development and advancement of technological improvements at the airport, particularly improvements that would add and/or improve aeronautical navigation as recommended in the adopted Byron Airport Master Plan (pg. 4-2, Byron Airport Master Plan, 2005).
   
   e. Include new policy text to phase future development of aviation, aviation-related, and non-aviation uses at the Byron Airport according to the provision of essential supporting infrastructure, including: fire protection
Recommended Scope
Byron Airport General Plan Amendment Study

system, domestic water system, sanitary sewer system, and improved roadway access.

f. Pursuant to provisions under Title 14 Code of Federal Regulations (14 CFR part 77), include new policy text regarding requirement to notify FAA of any type of construction or alteration of a structure on airport property that may affect the National Air Space System (NAS), also more commonly referred to as the FAA Form 7460-1 process.

g. Include new policy text and, accompanying map, to identify and acknowledge that approximately 800 acres of airport property has been designated and permanently protected as habitat mitigation land, and consequently, cannot be developed upon.

h. Include new policy text acknowledging the Byron Airport Avoidance and Preservation Program Alternative under the adopted East County Habitat Conservation Plan/Natural Community Conservation Plan.

i. Include new policy text to acknowledge that the Byron Airport is within the corridor study area of the TriLink (State Highway 239) Study, which is now in-progress under the auspices of the Contra Costa Transportation Authority. Acknowledge that the TriLink (Highway 239) multi-modal transportation study may result in the selection of a precise alignment for a new or expanded roadway facility linking State Route 4 near Brentwood to Interstate 205 near Tracy, which may affect the future access and development at the airport; and, more specifically, the approval by the California Transportation Commission of a Route Adoption Report (equivalent to a precise alignment) could be the trigger for the Board of Supervisors to consider the preparation of a comprehensive land use and transportation plan for the Byron Airport Area based on State-planned route.
Recommended Scope
Byron Airport General Plan Amendment Study

2. **Update Byron Airport P-1**

Concurrent with establishing the new section in the Land Use Element entitled "Policies for the Byron Airport", update the Byron Airport P-1: Planned Unit District consistent with the "Buchanan Field and Byron Airport: Minimum Standards, Development, Facility and Lease Policies" (adopted by the Board of Supervisors, July 24, 2012) and FAA Advisory Circular No. 150/5190-7, to expand the range of aviation and activities as permitted uses; and, to establish a new category entitled “aviation-related” use, which is defined as a use or activity conducted on airport property that provides a direct service or support to aircraft owners, pilots, and others at the airport, and would be subject to Land Use Permit or Development Plan process. Both the expanded list of permitted aviation uses and the new category of aviation-related uses would be subject to environmental review under the California Environmental Quality Act (CEQA), the land use compatibility determination by the Contra Costa Airport Land Use Commission, consistency determination with the County's Airport Minimum Standards, Development, Facility and Lease Policies, and FAA concurrence. The existing Byron Airport P-1 expressly permits the following activities: Aircraft T hangars, corporate and executive hangars, flight schools, sky diving, and aircraft sales and maintenance. The existing Byron Airport P-1 does not explicitly permit development of a Fixed Based Operator (FBO), and, it is not expressly clear that agricultural aviation business (e.g. crop dusting), law enforcement or firefighting activities (aircraft or ground based), emergency medical flight services, or aeronautical recreational and sporting activities (other than sky diving) are permitted at the airport. As presently written, the Byron Airport P-1 does not provide for the range of aviation-related uses normally found at a publicly owned General Aviation (GA) airport. See attached Byron Airport P-1.
ATTACHMENT #4
Recommended Scope
Zoning Text Amendment Study
Byron Airport, P-1 Planned Unit District
(Draft, May 2014)
RECOMMENDED SCOPE
ZONING TEXT AMENDMENT STUDY
BYRON AIRPORT, P-1 PLANNED UNIT DISTRICT

BACKGROUND
Byron Airport P-1, Planned Unit District adopted 8/15/2006, rezoned airport property from A-2, General Agricultural District, and A-3, Heavy Agricultural District

EXISTING BYRON AIRPORT P-1, PLANNED UNIT DISTRICT

PERMITTED USES

➢ A-2 permitted uses under 84-38.402

PERMITTED AVIATION USES

➢ Aircraft T hangars
➢ Corporate and executive hangars
➢ Flight schools
➢ Skydiving
➢ Aircraft sales and maintenance

USES PERMITTED WITH LAND USE PERMIT

➢ A-2 uses with land use permit under 84-38.404

AVIATION AND AVIATION-RELATED USES PERMITTED WITH LAND USE PERMIT OR DEVELOPMENT PLAN

Not specified (????????????);

[NOTE: Pg. S-4, Modified Staff Report/Recommendation to East County Regional Planning Commission states:

"Expanded aviation related and non-aviation uses beyond those specified within this report would require the review and approval of a Final Development Plan".

However, there was no reference to aviation and aviation-related uses permitted with land use permit or development plan in the adopted action by the Board, 8/15/2006. See attached.]
PURPOSE / OBJECTIVE

1. To expand the range of aviation uses and activities as permitted uses under the Byron Airport P-1 that would:
   - substantially match the uses/activities identified under minimum standards contained in FAA ADVISORY CIRCULAR NO. 150/5190-7, "MINIMUM STANDARDS FOR COMMERCIAL AERONAUTICAL ACTIVITIES"; and,
   - be consistent with the "BUCHANAN FIELD AIRPORT AND BYRON AIRPORT: MINIMUM STANDARDS, DEVELOPMENT, FACILITY USE, AND LEASE POLICIES", as adopted July 24, 2012 by the Contra Costa County Board of Supervisors.

2. To add a new use category under the Byron Airport P-1 called "AVIATION-RELATED USES OR ACTIVITIES", as permitted under a Land Use Permit or Development Plan.

TEXT AMENDMENT PROPOSAL

The following is a preliminary list of aviation uses or activities that would be permitted under the Byron Airport, P-1:

- Fixed Base Operator (FBO): An entity that is authorized and required by agreement with the County Division of Airports to provide, at a minimum, the following aviation activities at the airport:
  - sale of aviation fuel and oil
  - tie-down, hangaring, and parking
  - aircraft maintenance
  - aircraft washing
  - ancillary aircraft ground services
  - flight instruction

- Specialized Aviation Service Operation (SASO): An aviation business that offers a single or limited service
RECOMMENDED SCOPE
ZONING TEXT AMENDMENT STUDY
BYRON AIRPORT, P-1 PLANNED UNIT DISTRICT

➢ Sale of Aviation Petroleum Products

➢ Sale of Aircraft Parts

➢ Agricultural Aviation and Crop Dusting

➢ Air Charter and Taxi Operation (An entity that provides on-demand, non-scheduled passenger service in aircraft having no more than 30 passengers operating under appropriate FAA regulations)

➢ Aircraft Fractional Ownership Operation

➢ Aircraft Rental and Sightseeing

➢ Aerial Advertising

➢ Aerial Photography and Surveying

➢ Air Ambulance or Medical Flight Services or Humanitarian/Charity Flying Program

➢ Air Support for Fire and Law Enforcement

➢ Aviation or Flying Clubs

➢ Aviation Educational programs provided by a non-profit entity

➢ Aviation Museum operated by a non-profit entity, open to the public with established visiting hours

➢ Pilot lounge, flight support, rest area, and restrooms (stand alone pilot services, not provided by an FBO)
RECOMMENDED SCOPE
ZONING TEXT AMENDMENT STUDY
BYRON AIRPORT, P-1 PLANNED UNIT DISTRICT

Add new category under the Byron Airport, P-1, “AVIATION-RELATED USES OR ACTIVITIES” as permitted under either a Land Use Permit or Development Plan

The term “aviation-related use” would be defined as a use or activity conducted on airport property that provides direct service or support services to aircraft owners, pilots, and others at the airport. Such uses or activities could include:

- Restaurants and related concessions
- Automobile (long term or rental lot) parking

AIRPORT ADVISORY COMMITTEE (AAC)
BUCHANAN FIELD TENANT RECOGNITION PROGRAM
*** NOMINATION FORM ***

Nominee: Reach

Award Category (check one): ______ Individual  X  Commercial

Award Criteria (check one or more):

_____ Advancing the airport or aviation in general

_____ Community service

_____ Environmental consciousness

X Noise abatement

_____ Quality of products or services

Brief summary of reason(s) for nomination (attach supporting documentation if desired):

Our pilots are very aware and follow noise abatement procedures to respect the surrounding neighbors.

Submitted by:

[Handwritten signature] (signature) Date: 5/1/14

[Handwritten name] (printed name)

550 Sally Ride Drive, Concord, CA 94520-5550
Nominee: Howard Hughes

Award Category (check one): X Individual Commercial

Award Criteria (check one or more):

X Advancing the airport or aviation in general

Community service

Environmental consciousness

Noise abatement

Quality of products or services

Brief summary of reason(s) for nomination (attach supporting documentation if desired):

Everyone wants to be here.

Submitted by:

__________________________ (signature) Date: 5/1/2014

__________________________ (printed name)

550 Sally Ride Drive, Concord, CA 94520-5550