Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord
Thursday, March 12, 2015, 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 (February 2015)
5. Consider Consent Items
   b. 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. Airport Security Issues
   c. Byron Construction 2015
   d. Buchanan Field Construction 2015
   e. April Elections of AAC Officers
   f. Economic Development Incentive Program Update
   g. AAC Members Expire 3/1/15: Ron, Roger, and Derek
8. Updates and Announcements
   a. Airport Committee Update
   b. What is Happening at Buchanan Field & Byron Airports/Other Airports
   c. Airport Land Use Commission (ALUC) Update
   d. AAC Announcements
   e. Airport Staff Announcements
9. Future Agenda Items
10. Adjourn

Next AAC Meeting (Tentative): April 9, 2015 at 10:00 am
Next Airport Committee Meeting (Tentative): June 8, 2015 at 10:30 am
### Aviation Advisory Committee

#### ATTENDANCE ROSTER FOR 2015

<table>
<thead>
<tr>
<th>AAC Members</th>
<th>Representing</th>
<th>Contact Information</th>
<th>Jan 08</th>
<th>Feb 12</th>
<th>Mar 12</th>
<th>Apr 09</th>
<th>May 14</th>
<th>Jun 11</th>
<th>Jul 09</th>
<th>Aug 13</th>
<th>Sep 10</th>
<th>Oct 08</th>
<th>Nov 12</th>
<th>Dec 10</th>
<th>Total # Abs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rudi Raab</td>
<td>District 1</td>
<td><a href="mailto:rudi1julie@aol.com">rudi1julie@aol.com</a></td>
<td>Y</td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mike Bruno</td>
<td>Airports Bus. Assoc.</td>
<td><a href="mailto:michael@sterlingav.com">michael@sterlingav.com</a></td>
<td>Y</td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DeWitt Hodge</td>
<td>Member at Large</td>
<td><a href="mailto:dewitt.hodge@comcast.net">dewitt.hodge@comcast.net</a></td>
<td>Y</td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ronald Reagan</td>
<td>District 3</td>
<td><a href="mailto:ron@rmsea.com">ron@rmsea.com</a></td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ABS</td>
</tr>
<tr>
<td>Derek Mims</td>
<td>City of Pleasant Hill</td>
<td><a href="mailto:derekmims@hotmail.com">derekmims@hotmail.com</a></td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ABS</td>
</tr>
<tr>
<td>Russell Roe</td>
<td>District 5</td>
<td><a href="mailto:russroe@pacbell.net">russroe@pacbell.net</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Keith McMahon</td>
<td>City of Concord</td>
<td><a href="mailto:keithcmcmahon@gmail.com">keithcmcmahon@gmail.com</a></td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Roger Bass</td>
<td>District 2</td>
<td><a href="mailto:twofivexray@yahoo.com">twofivexray@yahoo.com</a></td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Ed Young</td>
<td>Member at Large</td>
<td><a href="mailto:edyoung94@comast.net">edyoung94@comast.net</a></td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ABS</td>
</tr>
<tr>
<td>Tom Weber</td>
<td>District 4</td>
<td><a href="mailto:tr-weber@sbcglobal.net">tr-weber@sbcglobal.net</a></td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ABS</td>
</tr>
<tr>
<td>Tina Dodson</td>
<td>DVC</td>
<td><a href="mailto:tdodson@dvc.edu">tdodson@dvc.edu</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
</tr>
</tbody>
</table>

**Was There a Quorum? Y or N**

| Y      | Y      |        |        |        |        |        |        |        |        |        |        |        |        |        |             |

ABS = Absent
Y = Present
CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
February 12, 2015

MEETING CALLED: Chair Mike Bruno called the meeting to order at 10:04 a.m. at the Director of Airports Office.

PRESENT: Roger Bass, District II
Mike Bruno, Chair, CCC Airports Business Association
Tina Dodson, DVC
DeWitt Hodge, Member at Large
Keith McMahon, City of Concord
Rudi Raab, District I
Russell Roe, District V

ABSENT: Ronald Reagan, District III
Derek Mims, City of Pleasant Hill
Ed Young, Member at Large
Tom Weber, District IV

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports
Jake Allred, Administrative Services Assistant II

OPENING COMMENTS BY CHAIR: Mike Bruno welcomed new DVC Representative, Tina Dodson, and asked for introductions of the public in attendance.

PUBLIC COMMENT PERIOD: Duane Allen reported that men in 4-wheel drive trucks are driving in mud puddles around the Airport and requested that they be filled in with rocks. Airport staff will check into ruts next to the roads. Mr. Allen knows someone who wants a hangar at Buchanan Field and requested timing of vacant hangars.

APPROVAL OF MINUTES: Moved by Rudi Raab; seconded by Keith McMahon. Approved unanimously. Yes: Roger Bass, Mike Bruno, Tina Dodson, DeWitt Hodge, Keith McMahon, Rudi Raab, and Russell Roe. No:


PRESENTATION/SPECIAL REPORTS – None

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent
   None

b. Review Draft Letter to Pilots/Airport Managers Regarding Byron Area Aerobatic Box Training
   • Comments regarding draft letter have been incorporated to date. Unless there are further comments or changes, airport staff will send it out to area airports for their pilots.
   • Question was raised whether directing such activities towards other airports will create problems for them. Staff is conferring with those airports. *If either airport (Tracy/New Jerusalem) objects, then the language will be revised to be more generic.


c. Airport Security and Staffing Issues
   • There have been theft issues along John Glenn Drive over the past few months or so.
     o Trespassing, snipping wire, stealing (downspout), and a perceived organized theft of a Hertz vehicle.
     o Thefts started about 2 months ago and have been escalating since attempted break-in at Pacific States Aviation’s maintenance hangar.

   Comments, concerns, and recommendations:
   • Tenants, Sheriff, and Airport staff are working on a collaborative approach to work on this issue.
   • Airport Staff will increase random night patrols for a period of time.
   • Fixed Base Operators are taking this issue very seriously due to cost of repair and replacement.
   • Area is under County control so the Sheriff is the first responder. Sheriff has committed to increasing patrols and parking along John Glenn Drive.
• Fence line around the Airport is vulnerable in the areas near the golf course, allowing people to gain access to the airfield. This was due to a tree falling down. Airport staff will contact the golf course to have them fix the fence.
• Perimeter control is needed at minimum and possibly a different, more expensive fencing in some areas was suggested.
• Sheriff’s helicopter squad is vigilant, but has moved to the west side of the Airport, resulting in less nighttime presence on the east side.
• Suggestion was made to limit items of value to reduce crimes of opportunity.
• Higher security presence and overall team approach is needed to address this issue.

d. **New Westside Airport Sign**
   • Once the new sign is powered up, tenant panels can be marketed for use.
   • Considering signs for John Glenn Drive and the end of Diamond/Center as money becomes available.

e. **AAC Positions Due to Expire March 2015**
   • Roger Bass was reappointed on February 10, 2015.
   • Representatives were reminded to seek reappointments before terms end.

f. **Staff Changes**
   • Judith Evans hired as new clerical.
   • Introduction of Jake Allred, Environmental and Community Relations.
   • Working to fill three Operations staff within the next few weeks.

g. **Economic Development Incentive Program (EDIP) Update**
   • Focus on retention, new tenants and business.
   • Top priorities (short and long term targets):
     o Update website and signs (already in progress)
     o Request AAC assistance to evaluate the EDIP concepts and ideas.
       ▪ AAC will review information and report back to staff in one month.

h. **Airport Website Update**
Airport staff will send out questions, gather information and report back at next month’s meeting.

**UPDATES/ANNOUNCEMENTS**

a. **Airport Committee Update**
None

b. **What is happening at Buchanan Field & Byron Airports/Other Airports**
   • Nothing to add beyond what has already been discussed.

c. **Airport Land Use Commission (ALUC) Update**
   • Russell Roe reported that the biggest issue at present is the Sustainable Farm.
     o There is a lease for this activity, but ALUC needs more specific details in order to review and give final approval.
o Request return of budget process in order to discuss issues with significant budget implications that affect the Airport Enterprise Fund.

o Request to have this issue on the next AAC agenda to get update on status (next meeting is scheduled for end of February).

d. AAC Announcements
   None

e. Airport Staff Announcements
   Long time Airport Secretary Tillie Larkin passed away. Request was made to adjourn the meeting in her honor.

FUTURE AGENDA ITEMS/COMMENTS
None

ADJOURNMENT: The meeting was adjourned by the Chair at 11:08 a.m.
CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
January 8, 2015

MEETING CALLED: Chair Mike Bruno called the meeting to order at 10:01 am at the Director of Airports Office.

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

ABSENT: Russell Roe, District V

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports
Natalie Olesen, Administrative Analyst

OPENING COMMENTS BY CHAIR: Mike Bruno welcomed those in attendance and asked for introductions.

PUBLIC COMMENT PERIOD: None


PRESENTATION/SPECIAL REPORTS –

a. Byron Airport and Buchanan Field Construction Projects 2015

1. Byron Airport
   • Pavement rejuvenation and airfield signage project
     o Project includes stripping the markings, resealing the pavement, painting new markings and installing new airfield signs.
     o Estimated project will take 45 days
     o We have applied for Federal Aviation Administration (FAA) funding in 2015
     o Plan on doing bid in early 2015 and anticipate doing the project later in the year
     o Winds could close Airport during construction

The funding and status of the Byron Airport runway extension was questioned. Airport responded that the FAA requires that Airports demonstrate an existing demand before they will support this type of project. Airport staff is currently working on providing this analysis.

2. Buchanan Field
   • Top priority is the East Ramp hangar pavement and drainage corrections
     o Project will cost approximately $1.3 million
       • Project is FAA grant eligible but not a priority so the funds will come out of the Airport Enterprise Fund
     o There is flexibility in the project timing
     o Lyme treating process can take six (6) to eight (8) weeks to dry sub base.
     o Tenants may be out of the hangars for several months; anticipate abating rent during that time.
       • The AAC asked where the tenants would be moved to during the East Ramp work. Airport staff responded that there is available space in the tie-downs, transient ramp, and other areas (plus Byron Airport if that is preferred/convenient choice).
   • Fiscal Year 16/17: Taxiway Echo lighting and pavement to complete and Taxiway Kilo pavement. Supported by the FAA.
   • Fiscal Year 18/19: Runways 32R/14L complete overlay anticipated; eligible and supported by the FAA

It was asked if the East Ramp hangars were painted. Response was that the cost increased significantly (estimated at $450,000, actual $1,500,000) due to lead abatement; tenants prioritized the pavement work.
   • The East Ramp hangars are a shell and can last a long time and that it may be more cost effective to re-skin them versus painting.
   • Looking at creative opportunities to increase the number of hangars, like providing land for portable tenant hangars.
   • Duane Allen stated it would be better to have the hangar doors prioritized over painting.

The AAC asked that since the debt service has been paid off, what that money is being used for. This item will be added to a future meeting.

b. New Final Airport Video
   CCTV put the 1st video together.
Tom Weber commented that he likes the message of not taking money from the General Fund and giving back to the community while showing diversity and strengths of each airport. The AAC agreed that the video hit its target of showing off the two airports.

Suggestion was made to put the video on "You Tube".

DISCUSSION/ACTION ITEMS:

a. **Items Pulled from Consent**
   None

b. **Review Draft Letter to Pilots/Airport Managers Regarding Byron Area Aerobatic Box Training**
   Keith Freitas gave a quick recap of the background:
   - Community concern about aerobatics near an area of Brentwood.
   - AAC direction was to put a letter out to tenants and other local airports to make them aware of issue.

   Natalie Olesen related that aerobatic complaints are down in general.
   - Letter was drafted and it will be refined and then sent to our tenants and to other local airports; color maps and charts will be attached.
     - Some of the airports that will receive the letter will include Livermore, New Jerusalem, Tracy, Palo Alto and others along the Bay.
   - AAC was asked to take a look at the letter and give any feedback/comments before finalizing.
   - AAC members were asked to send comments to Airport staff to incorporate and the letter will then be brought back to the next AAC meeting.
     - Change to the letter was requested in the second paragraph to "respectfully" requests ...

   A community member asked how to get the "box" moved. The response was that it most likely would not happen as it's an airspace and logistics issue. The airspace is FAA jurisdiction.

   Activity is further from community than perceived; but it is visible and audible and therefore deceiving. The perception from the ground is that the activity is closer than it actually is.

   Recommendations were made:
   1. For the AAC representative to take this item to their respective representative groups to bring this item to them to provide further outreach and information dissemination.
   2. Move the Byron meeting up in order to get local feedback after the letter goes out; invite those who were at the Byron Meeting.
   3. Might be a good time to get press/media to help get word out.
     - Need to be careful because if you highlight a noise issue it could become a bigger noise issue.

   What is difficult about this whole issue is that activity is not associated with Byron Airport.
• Livermore Airport has the largest aerobatic school in the area.

c. **AAC Protocol**
   Mike Bruno reported that after the Byron AAC Meeting it was determined that there needed to be some meeting protocol established.
   • In order to have process and information disseminated in a more organized manner the following protocol will be used:
     o Chair will introduce an agenda item and then hand off to the subject matter expert to provide background and details.
     o The Chair will then provide time for questions and responses; starting in an orderly manner of AAC members.
     o The item will then be opened for public comment.
     o The AAC members will then have a chance to ask clarifying questions; the Chair will recognize each member prior to their question.
     o The Chair will close the public comment period and the matter will be referred back to the AAC for discussion/action.
   • Want to make sure that the protocol is not so rigid that it will not allow for interactive discussion in the matter; members just need to be recognized by the Chair before they speak.

d. **New Airport Video – “How to Become a Pilot”**
   • The next video will focus on becoming a pilot.
   • Working with stakeholders at both airports to be involved.
     o Pilot clubs/Associations and flight schools have been asked to participate.
   • Stakeholders will help determine subject matter and information to be disseminated in video.
   • Will include other groups that work with youth and others to highlight their programs.
   • Goal is to show how diverse the topic is; any person can do it and here’s how you can go about getting there.

e. **AAC Positions Due to Expire March 2015**
   • Asking those with terms expiring to be proactive if they desire to be reappointed.
   • Two (2) solicitations have gone out for the At-Large position whose term expires on March 1, 2015; no one has yet applied.
   • Board Member representatives will have their Supervisor’s staff process the Board Orders for approval of the appointments.
   • At-Large positions will have candidates interviewed by the Internal Operations Committee; their staff will process the Board Orders for the appointment.
   • Diablo Valley College, the City of Concord and City of Pleasant Hill will submit letters for their representative appointments to Airport staff who will then process the Board Orders.
   • Members can only hold over for 60 days after their term expires.

f. **Staff Changes**
   • Number of active staff has declined over the last few years and is now down to a staff of 10 (from peak of 18).
   • Announced Natalie Olesen’s promotion to Administrative Analyst.
• Jake Allred will be coming to our division for community relations/environmental component.
• Working to hire a new clerical and operations staff.
• Will be reevaluating work programs for administration staff and will let stakeholders know if there are any changes.
• Also looking to fill three (3) operation staff positions.

g. **E-Pay System**
- Announced that the Airports finally have an E-Pay System.
- 2.25% surcharge for credit card payments.
- No charge for debit/bank payment.

h. **New Marketing Mugs**
Distributed newest marketing element; the Airport mugs.

**UPDATES/ANNOUNCEMENTS**

a. **Airport Committee Update**
None

b. **What is happening at Buchanan Field & Byron Airports/Other Airports**
- Parcel C has gone out for solicitation and Airport staff is now trying to move forward.
  - Parcel is in both the County and City of Concord.
  - A tax share agreement needs to be negotiated; been trying for 10 years but City of Concord staff turnover has been an issue.
- ARFF truck analysis is not yet complete.

c. **Airport Land Use Commission (ALUC) Update**
Tom Weber reported:
- He has nominated Ronald Reagan to be his proxy on the ALUC.
- The Sustainable Farm is under the ALUC’s consideration; will come back to ALUC as a study session.

d. **AAC Announcements**
AAC members, particularly those who represent East County, were asked to get word out to parties to apply for soon to be vacant AAC At-Large Position.

e. **Airport Staff Announcements**
Airport staff was asked about status of Byron Utility Analysis. Airport staff responded it helped staff to determine remaining capacity and to understand options for the future.

**FUTURE AGENDA ITEMS/COMMENTS**
• Dewitt Hodge commented that he had spoken to a pilot, who lives in Walnut Creek, about why he has his experimental aircraft based at Livermore Airport. The pilot’s response was that he did not want to be at Buchanan Field or the Byron Airport because it was too restrictive.
  - Dewitt also commented that he believes there is a large experimental aircraft group at the County Airports and he questioned what the airports could do to assist them.
Mike Bruno commented that this issue is being discussed by the Economic Development Incentive Program.

**ADJOURNMENT**: The meeting was adjourned by the Chair at 11:40 am.
## Noise Abatement Statistics

### January 2015

<table>
<thead>
<tr>
<th># Of callers</th>
<th>Complaints</th>
<th>YTD 2015</th>
<th>YTD 2014</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2015</td>
<td>2014</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL NUMBER OF COMPLAINTS</strong></td>
<td>4</td>
<td>5</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td><strong>LOCATION OF COMPLAINTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concord</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Pleasant Hill</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Pacheco</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Martinez</td>
<td>5</td>
<td>5</td>
<td>2</td>
<td>5</td>
</tr>
<tr>
<td>Byron</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Special Events</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Number of Complaints</strong></td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td><strong>COMPLAINTS ASSOCIATED WITH</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Buchanan Field Airport</td>
<td>5</td>
<td>4</td>
<td>5</td>
<td>4</td>
</tr>
<tr>
<td>Byron Airport</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Law Enforcement/Lifeguard Lights</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Non-associated</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td><strong>TIME OF INCIDENT</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Day (0700 - 1700)</td>
<td>5</td>
<td>4</td>
<td>5</td>
<td>4</td>
</tr>
<tr>
<td>Evening (1700 - 2200)</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Night (2200 - 0700)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>All Times</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TYPE OF COMPLAINT</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Noise</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Low Flying</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Noise and Low Flying</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Too Many Aircraft</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Other</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td><strong>TYPE OF AIRCRAFT</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jet</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Propeller</td>
<td>4</td>
<td>1</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
<td>Helicopter</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>All Types</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Unknown</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td><strong>MULTIPLE CALLER - TRAINING HELICOPTERS</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>MULTIPLE CALLER - NORTH CONCORD</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL AIRCRAFT OPERATIONS</strong></td>
<td>8,511</td>
<td>7,751</td>
<td>8511</td>
<td>7751</td>
</tr>
<tr>
<td><strong>COMPLAINTS PER 10,000 OPERATIONS</strong></td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td><strong>COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY</strong></td>
<td>6</td>
<td>5</td>
<td>6</td>
<td>5</td>
</tr>
</tbody>
</table>
## Contra Costa County Airports
### Monthly Operations Report

#### January 2015

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></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>8,511</td>
<td>7,751</td>
<td>8,511</td>
<td>7,751</td>
<td>10%</td>
</tr>
<tr>
<td>Local Operations</td>
<td>4,891</td>
<td>4,026</td>
<td>4,891</td>
<td>4,026</td>
<td>21%</td>
</tr>
<tr>
<td>Itinerant Operations</td>
<td>2,707</td>
<td>2,908</td>
<td>2,707</td>
<td>2,908</td>
<td>-7%</td>
</tr>
<tr>
<td>Total Instrument Ops</td>
<td>775</td>
<td>646</td>
<td>775</td>
<td>646</td>
<td>20%</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>18,747</td>
<td>16,743</td>
<td>18,747</td>
<td>16,743</td>
<td>12%</td>
</tr>
<tr>
<td>Jet Fuel</td>
<td>52,361</td>
<td>64,241</td>
<td>52,361</td>
<td>64,241</td>
<td>-18%</td>
</tr>
<tr>
<td>Total</td>
<td>71,108</td>
<td>80,984</td>
<td>71,108</td>
<td>80,984</td>
<td>-12%</td>
</tr>
<tr>
<td><strong>BYRON INFORMATION</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Byron Fuel</td>
<td>3,875</td>
<td>2,656</td>
<td>3,875</td>
<td>2,656</td>
<td>46%</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>77</td>
<td>94</td>
<td>77</td>
<td>94</td>
<td>-18%</td>
</tr>
<tr>
<td>Experienced Jumps</td>
<td>940</td>
<td>1,027</td>
<td>940</td>
<td>1,027</td>
<td>-8%</td>
</tr>
<tr>
<td>First Time Jumps</td>
<td>101</td>
<td>65</td>
<td>101</td>
<td>65</td>
<td>55%</td>
</tr>
<tr>
<td>Student Jumps</td>
<td>26</td>
<td>31</td>
<td>26</td>
<td>31</td>
<td>-16%</td>
</tr>
</tbody>
</table>
Contra Costa County
Board of Supervisors
APPROVED Board Orders
Relating to County Airports

The following certified Board Orders are attached:

February 10, 2015
APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Duane Allen, Audrey Morrison-Allen and Steven Marsh for a T-hangar at Buchanan Field Airport effective February 1, 2015 in the monthly amount of $383.74, Pacheco area.

February 10, 2015
APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Richard Conti for a T-hangar at Buchanan Field Airport effective February 13, 2015 in the monthly amount of $383.74, Pacheco area.

February 10, 2015
APPROVE and AUTHORIZE the Director of Airports, or his designee, to execute on behalf of the County a Consent to Assignment that will permit the County’s current tenant, Pacific Whole Foods Corporation, to assign its lease of the County-owned property located at 2301 Meridian Park Boulevard, Concord to Excelsior JD Co., Concord area.

February 10, 2015
APPOINT the following person to the District II Seat of the Contra Costa County Aviation Advisory Committee for a three-year term with an expiration date of March 1, 2018, as recommended by Supervisor Candace Andersen:

Roger Bass
3355 Rossmoor Parkway, #5
Walnut Creek, CA 94595
To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: February 10, 2015
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 Duane Allen, Audrey Morrison-Allen and Steven Marsh for a T-hangar at Buchanan Field Airport effective February 1, 2015 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

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

Action of Board On: 02/10/2015 ☑ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Mary N. Piepho, District III Supervisor
Karin Minchell, District IV Supervisor
Federal D. Glover, District V Supervisor

ABSENT: Candace Andersen, District II Supervisor

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: February 10, 2015
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:
N/A

ATTACHMENTS
Hangar Rental Agreement
To:       Board of Supervisors  
From:     Keith Freitas, Airports Director  
Date:     February 10, 2015  

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 Conti for a T-hangar at Buchanan Field Airport effective February 13, 2015 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

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

Action of Board On:  02/10/2015  ☑ APPROVED AS RECOMMENDED  
☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE:  John Gioia, District I Supervisor  
       Mary N. Pighio, District III Supervisor  
       Karen Mitchoff, District IV Supervisor  
       Federal D. Glover, District V Supervisor  

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

ATTESTED:  February 10, 2015  
David J. Twu, County Administrator and Clerk of the Board of Supervisors
By:  Stacey M. Boyd, Deputy

ABSENT:  Candace Andersen, District II Supervisor

Contact:  Beth Lee, (844) 359-8687  

ee:
BACKGROUND: (CONT'D)
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 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: February 10, 2015

Subject: Approval of Consent to Assignment of Lease between C.C. County & Pacific Whole Foods Corp. & Excelsior JD Co for property at 2301 Meridian Park Blvd.

RECOMMENDATION(S):
APPROVE and AUTHORIZE the Director of Airports, or his designee, to execute on behalf of the County a Consent to Assignment that will permit the County’s current tenant, Pacific Whole Foods Corporation, to assign its lease of the County-owned property located at 2301 Meridian Park Boulevard, Concord to Excelsior JD Co., Concord area.

FISCAL IMPACT:
There is no negative impact on the General Fund. 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:
Under a ground lease dated October 1, 2010, the County leased the subject property to Caffino Express LLC for the purpose of providing gourmet coffee and espresso and related

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

Action of Board On: 02/10/2015 ☑ APPROVED AS RECOMMENDED

Clerks Notes:
VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Mary N. Pfeffer, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

ABSENT: Candace Andersen, District II Supervisor

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: February 10, 2015
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy
BACKGROUND: (CONT'D)
services at Buchanan Field Airport. The Board authorized a lease assignment from Caffino Express LLC to Rhone LLC on October 23, 2012. On June 24, 2014, the Board authorized the County’s consent to an assignment of the lease from Rhone LLC to Pacific Whole Foods Corporation, which was effected by the merger of Rhone LLC with Pacific Whole Foods Corporation.

Pacific Whole Foods Corporation desires to assign all of its interest in the lease to Excelsior JD Co. An assignment of the lease requires the written consent of the County. This action authorizes consent to the assignment. This action does not amend or alter the terms of the existing lease.

CONSEQUENCE OF NEGATIVE ACTION:
The County will not consent to the assignment of the lease and Pacific Whole Foods Corporation will not be able to assign its interest in the lease.

CHILDREN’S IMPACT STATEMENT:
Not Applicable

ATTACHMENTS
Assignment
To:       Board of Supervisors  
From:     Candace Andersen, District II Supervisor  
Date:     February 10, 2015  

Subject: REAPPOINTMENT TO THE CONTRA COSTA COUNTY AVIATION ADVISORY COMMITTEE

RECOMMENDATION(S):
APPOINT the following person to the District II Seat of the Contra Costa County Aviation Advisory Committee for a three-year term with an expiration date of March 1, 2018, as recommended by Supervisor Candace Andersen:

Roger Bass  
3355 Rossmoor Parkway, #5  
Walnut Creek, CA 94595

FISCAL IMPACT:
NONE.

BACKGROUND:
The Aviation Advisory Committee (AAC) was established by the Board of Supervisors to provide advice and recommendations to the Board of Supervisors on the aviation issues related to the economic viability and security of airports in Contra Costa County. The AAC is mandated to cooperate with local, state, and national aviation interests for the safe and orderly operation of airports; advance and promote the interests of aviation; and protect the general welfare of the

☐ APPROVE
☐ RECOMMENDATION OF Cnty Administrator
☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 02/10/2015 ☑ APPROVED AS RECOMMENDED
☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE:     John Gioia, District I Supervisor  
         Mary N. Perea, District III Supervisor  
         Karen Mischoff, District IV Supervisor  
         Federal D. Glover, District V Supervisor

ABSENT:  Candace Andersen, District II Supervisor

Contact: Jill Ray, 925-957-8860

eec: District 2 Supervisor, Maddy Book, AAC, Appointee
BACKGROUND: (CONT'D)
people living and working near the airport and the County in general. The AAC may initiate discussions, observations, or investigations and may hear comments on airport and aviation matters from the public or other agencies in order to formulate recommendations to the Board. In conjunction with all of the above, the Aviation Advisory Committee provides a forum for the Director of Airports regarding policy matters at and around the airport.

The AAC is composed of 11 members who must be County residents: one appointed by each Supervisor; one from and nominated to the Board by the City of Concord; one from and nominated to the Board by the City of Pleasant Hill; one from and nominated to the Board by Diablo Valley College; one from and nominated to the Board by the Contra Costa County Airports Business Association; and two at large to represent the general community, to be nominated to the Internal Operations Committee by the Aviation Advisory Committee. At least one of the above shall be a member of the Airport Land Use Commission.

Terms for AAC seats are three years ending each March 1.

Supervisor Andersen is pleased with Roger Bass' work on the AAC and would like him to continue for another term.

CONSEQUENCE OF NEGATIVE ACTION:
The District II Seat will become vacant.

CHILDREN'S IMPACT STATEMENT:
NONE.
Economic Development Incentive Program  
Project/Program Priorities  
Revised 1/15/2015

**General Stakeholder Priorities:**

- Runway extension at Byron Airport
- Jet A fuel facility at Byron Airport
- Signage improvements (electronic sign at Diamond & Concord and at major entrances to Buchanan Field)
- Communication enhancements (between Airports staff and stakeholders plus information provided to general public like adding frequently asked questions section to the website)
- Aesthetic improvements at Buchanan Field (removal of dilapidated buildings/aircraft, landscaping, fencing, ramps and the like to improve 'curb appeal')
- Social media and functions (free wifi, fly-ins, landing contests, etc.)

### Airports Division Priorities

**By Investment Type and Implementation Time Frame**

**Direct Investment (Funding Impact)**

**Short Term (Within 5 Years):**
- Incentive/Bonus Discounts
- Lowering County hangar Rates
- Modify Portable Hangar Ground Lease Term - Byron
- Dedicated Aircraft Display Area By Air Traffic Control Tower or Clubhouse - Buchanan Field
- Digital/electric sign at Concord/Diamond & Upgrade Signage at John Glenn/Concord
- Improve John Glenn Drive
- Improve Marketing & Public Relations To Combat Negative Perceptions
- Find Ways to Bring Aviation & Non-Aviation People to the Airports
- Expand Low Cost Hangar Options
- Facilitate Growth of Byron Airport
- Improve Landscape Maintenance (Airport Property)
- Develop a BBQ Area at Byron & Buchanan Field
- Keep Ramps & Taxiways Cleaner
- Add Recreational Opportunities (like Bocce Court, Horseshoes, etc.) - Tenant v Tenant/Airport v Airport Competitions
- East Ramp Taxiway Rehabilitation — Buchanan Field
- Jet A Fueling Facility — Byron Airport
- Marketing & Public Relations Program & Collateral Materials
- Pavement, Signage & Light Enhancements — Byron Airport
- Improve General Signage (Visibility, Consistency & Standards)
- Mogas at Buchanan Field

**Mid Term (5 to 10 Years):**
- Improve Maintenance of Parking Lots, Curbs, Gutters, Fencing & Gates (Airport Property)
- Remove Dilapidated Buildings (Airport Property)
- Move or Remove Dilapidated &/or Abandoned Aircraft
- Free WiFi Throughout Both Airports
- Develop a Heart/Hub Building at Buchanan Field
- Construct a New Office/Hangar Building at Byron
- Sally Ride Drive North Connector — Buchanan Field
- East Ramp Hangar Painting/External Coating Improvements — Buchanan Field
- ARFF Truck Rehabilitation/Replacement — Byron Airport

**Long Term (Beyond 10 Years):**
- Air Traffic Control Tower Replacement — Buchanan Field
- Runway Extension — Byron Airport
- Sanitary Sewer Connection/Service — Byron Airport
- Domestic Water Connection/Service — Byron Airport
- Fire Protection Connection/Service Expansion — Byron Airport

**Indirect Investment (No Funding Impact)**

**Short Term (Within 5 Years):**
- Improve Communication (Airport/Tenants)
- Dispel Perception of Growing Byron to Get Rid of Buchanan Field
- Airport Staff Adopts a 'Can Do' Attitude & Eliminates Bureaucratic Obstacles
- Airport Management Routinely Attending Club Meetings
- Airport Management Having Regularly Scheduled Informal Meetings
- Include a Question & Answer Forum on the Website
- Expand Social Media Use

**Long Term (Beyond 10 Years):**

**Easier/Better Connection to Public Transi**