Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord
Thursday, May 11, 2017 10:00 a.m.

The Aviation Advisory Committee (AAC) 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. Public Comment Period
3. Approval of the Aviation Advisory Committee’s April 13, 2017, Meeting Minutes
4. Consider Consent Items
   b. Approval of Relevant Board Actions that Occurred from April 18, 2017 – May 9, 2017
5. Discussion/Action Items
   a. Items Pulled from Consent - Discussion
   b. Discuss the Next Steps and Implementation for the Strategic Planning Project
   c. Discuss Forming Working Committee for Rates and Charges, Airport Needs Two (2) Members From AAC
   d. Discuss the Updated Report on the Sustainable Farm Project
   e. Discuss the 2017 AAC Tenant Appreciation Program and Process
   f. Discuss the Update Regarding the Runway Taxiway Echo/Kilo Project, Tentative Re-Start Date for Construction is Friday, June 23, 2017
   g. Discuss the Update Regarding the Design Analysis Options for Runway 14L/32R Reconstruction and Overlay Project, Expected Construction to Start June 2018
   h. Discuss the AAC, At-Large, Working Group Update
6. Future Agenda Items
7. Adjourn

Next AAC Meeting (Tentative): June 8, 2017 at 10:00 am
Next Airport Committee Meeting (Tentative): June 14, 2017 at 11:00 am
### AVIATION ADVISORY COMMITTEE

#### ATTENDANCE ROSTER FOR 2017

<table>
<thead>
<tr>
<th>AAC Members</th>
<th>Representing</th>
<th>Contact Information</th>
<th>Jan 12</th>
<th>Feb 09</th>
<th>Mar 09</th>
<th>Apr 13</th>
<th>May 11</th>
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<th>Jul 13</th>
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</thead>
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<tr>
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<td>District 1</td>
<td><a href="mailto:Rudi1julie@aol.com">Rudi1julie@aol.com</a></td>
<td>Y</td>
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<tr>
<td>Mike Bruno</td>
<td>Airports Bus. Assoc.</td>
<td><a href="mailto:michael@sterlingav.com">michael@sterlingav.com</a></td>
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<tr>
<td>DeWitt Hodge</td>
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<td>Russell Roe</td>
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<td>Roger Bass</td>
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<tr>
<td>Maurice Gunderson</td>
<td>Member at Large</td>
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<tr>
<td>Tom Weber</td>
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<td><a href="mailto:Tr-weber@sbcglobal.net">Tr-weber@sbcglobal.net</a></td>
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Was There a Quorum? Y or N

Y = Present  
N = No

### TERM EXPIRATION AND TRAINING CERTIFICATION

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<td>Mike Bruno</td>
<td>Airports Bus. Assoc.</td>
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<td>Derek Mims</td>
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<td>Emily Barnett</td>
<td>Member at Large</td>
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MEETING CALLED: Vice Chair, Mike Bruno called the meeting to order at 10:00 AM.

PRESENT: Emily Barnett, Member at Large  
          Roger Bass, District II  
          Mike Bruno, Vice Chair, Airport Business Association  
          Maurice Gunderson, Member at Large  
          DeWitt Hodge, Secretary, Member at Large  
          Keith McMahon, City of Concord  
          Derek Mims, City of Pleasant Hill  
          Rudi Raab, District I  
          Russell Roe, District V  
          Tom Weber, District IV

ABSENT: Ronald Reagan, Chair, District III

STAFF: Keith Freitas, Director of Airports  
       Beth Lee, Assistant Director of Airports  
       Alina Zimmerman, Airport Clerk

OPENING COMMENTS BY CHAIR: Mike Bruno welcomed the attendees.

PUBLIC COMMENT PERIOD: The Collings Foundation’s Wings of Freedom tour (WWII vintage Boeing B-17 Flying Fortress, consolidated B-24 Liberator, B-25 Mitchell and North American P-51 Mustang) will be at the Buchanan Field Airport from June 8-11.

APPROVAL OF MINUTES: Moved by Tom Weber; seconded by Derek Mims. Approved

PRESENTATIONS:

a. Recognition of Rudi Raab for His Years of Service on the Aviation Advisory Committee (AAC)

Mike Bruno, on behalf of the AAC, presented a commemorative letter to Rudi Raab and thanked him for his six years of serving on the committee. Rudi Raab was grateful for the opportunity to be on the AAC.

b. Overview of the Federal Aviation Administration (FAA) Airport Capital Improvement Plan (ACIP), FAA Process, and 10-Year ACIP Program for the Buchanan Field Airport

Contra Costa County Airports is one of approximately 3,300 airports in the United States that receives federal funding for capital improvement projects. The ACIP serves as the primary FAA planning tool for systematically identifying, prioritizing, and assigning funds to critical airport development and associated capital needs for the National Plan of Integrated Airport Systems (NPIAS). The ACIP serves as the basis for the distribution of grant funds under the Airport Improvement Program (AIP). Each FAA regional airports office prepares a Regional ACIP from information provided by individual airports on anticipated development needs over the next three to five years. At a national level, the development plan is based on needs analysis, funds available, and anticipated current year funding. It reflects the regions compilation of the most critical needs based on evaluation of the National Plan of Integrated Airport Systems (NPIAS), state and sponsor input, and other factors that include potential funding. Some of the future ACIP projects for Buchanan Field Airport include: pavement overlay/reconstruction of Taxiway Echo and Kilo, pavement overlay/reconstruction of Runway 14L/32R, and the Airport Layout Plan (ALP).

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

There was no items pulled from consent.

b. Discuss the Upcoming Tenant Appreciation BBQ on Thursday, May 4, 2017

The 9th Annual Tenant Appreciation BBQ is scheduled for Thursday, May 4, 2017 from 11:30 a.m. – 2:00 p.m. Please RSVP with number of attendees by Friday, April 21, 2017. Airport staff looks forward to seeing everyone at the BBQ!
c. Discuss the Airport’s Desire to Purchase a Used Aircraft Rescue and Fire Fighting (ARFF) Vehicle to Replace the 30 Year Old Existing Unit

The ARFF vehicle is an item that is fundable by the FAA. Buchanan Field has two ARFF units, a 30 year old and 9 year old unit, while Byron has a 32 year old unit. Both ARFF vehicles cost the Airport approximately $12,000 each year to maintain. The Airport’s intent is to purchase a newer, used market ARFF vehicle to replace the 30 year old unit at Buchanan field. Once Buchanan’s 30 year old ARFF unit is replaced, the 30 year old unit will then replace Byron’s 32 year old unit. Russell Roe moved that the AAC supports the Airport Director and staff on the recommendation for a newer, used ARFF vehicle.


d. Conduct AAC Elections for the Chairman, Vice-Chair, and Secretary

Mike Bruno nominated Ronald Reagan for a third term as Chairman of the AAC.


Roger Bass nominated Mike Bruno for a third term as Vice-Chair of the AAC.


Tom Weber nominated Maurice Gunderson as Secretary of the AAC.

e. Discuss the Business Development Project Updates

- 3 Acre Business Park Development – located across from the Director of Airport’s office on Sally Ride Drive. Currently going through the environmental process. A draft lease has been sent to County Counsel. Airport Staff hopes the environmental process will be completed approximately four months from now.

- 4.6 Acre (Parcel C) – located across from the Lithia dealership on the northwest side of Marsh and Solano. Solara Properties met with the City of Concord and are hoping to start the entitlement process in 30-60 days.

Airport Staff will continue to provide updates throughout the process for both properties.

f. Discuss the Proposed General Plan Amendment at the Buchanan Field Airport to:

- Change the land use designation for the approximately 1.8 acre parcel at the southwest corner of Willow and Center
  - The General Plan is not consistent with the uses in the Master Plan. Airport Staff submitted a request to the Department of Conservation and Development (DCD) to change the General Plan to reflect what is on the Master Plan.

- Change to Special Policy 5-49 to remove the reservation of space for a transient way and to provide a parameter for the class trail
  - The extension of Diamond Blvd. was removed during The Master Plan Update but a requirement to reserve space for a non-elevated transit corridor and Class I trail was inserted. It is unknown whether there will be funding for both projects plus Airport Staff received written confirmation from Public Works that a non-elevated transient will not be necessary. Airport Staff is requesting to change the General Plan land use designation to be consistent with the Master Plan and to amend Special Policy 5-49 to remove the non-elevated transit but retain a Class I trail that has a minimum of twelve feet on either the east or west side of the property.

g. Discuss the Buchanan Field Airport Layout Plan Update – FAA Grant Request

The FAA wants an Airport Layout Plan updated generally every five years. The update will include adding any new development that we have had, and evaluating whether the property across from our office is needed to meet the aviation demand or, rather, if it should be changed to a non-aviation use. Seeking other revenues for a temporary period of time allows the airport some flexibility. Airport Staff is currently starting the grant process to get approval. The grant request has gone before the Board of Supervisors (Board) to receive approval to submit the grant. The next step will be to submit the grant.
h. **Discuss the AAC, At-Large, Working Group Update**

The working group included: Maurice Gunderson, Mike Bruno, Russell Roe, Emily Barnett, Keith Freitas, Beth Lee, and Dominic Aliano. Many questions were asked in which Dominic Aliano, District IV Representative, will be receiving clarification on. Once the working group receives clarification, the working group will schedule another meeting and come up with a recommendation for the resolution of the AAC At-Large position.

**FUTURE AGENDA ITEMS/COMMENTS**
- Tenant Appreciation Program
- Strategic Plan – Implementation & Next Steps
- Sustainable Farm Project Update

**ADJOURNMENT:** The meeting was adjourned by the Chair at 10:53 AM.
CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
March 9, 2017

MEETING CALLED: Chair, Ronald Reagan called the meeting to order at 10:00 AM.

PRESENT: Emily Barnett, Member at Large
          Roger Bass, District II
          Mike Bruno, Airport Business Association
          Maurice Gunderson, Member at Large
          DeWitt Hodge, Secretary, Member at Large
          Rudi Raab, District I
          Ronald Reagan, Chair, District 3
          Russell Roe, District V
          Tom Weber, District IV

ABSENT: Keith McMahon, City of Concord
        Derek Mims, City of Pleasant Hill

STAFF: Keith Freitas, Director of Airports
       Beth Lee, Assistant Director of Airports
       Alina Zimmerman, Airport Clerk

OPENING COMMENTS BY CHAIR: Ronald Reagan welcomed the attendees.

PUBLIC COMMENT PERIOD:

Allen Scott, President of the NRI Flying Club, informed all about the Renato Simone Aviation Scholarship, which will award $1,500 to qualified applicants that show a passion for flight and the ambition to further pursue their aviation’s skills. Donations can be made at www.TheGivingExchange.net.

Keith Freitas stated that the Experimental Aircraft Association’s (EAA) B-17 will be at the Buchanan Field Airport from March 10-12, 2017. Lastly, he asked the Committee to take a moment to remember long-time tenant, Kennard Cole, who passed away February 27, 2017.


PRESENTATIONS:

a. Overview of the Airport Enterprise Fund – Discussion of What it is, the Federal Aviation Administration (FAA) Requirements, the Economic Revenue Generation and Distribution, and the Economic Impact of the Airports

In the mid-1980s, airports were required by the FAA to have a separate budget from local city entities in order to prevent revenue diversion. The County airports act like a business. The airports generate revenue from things such as: leases, licenses, and other fees that are derived from activities on the airfield. The Airport also generates money from possessory tax that goes back to the local schools, the County General Fund, etc. The Airport strives for self-sufficiency, which is why hangar occupancy and business activity are so important. If the Airport is not generating enough revenue, the County General Fund would be affected, along with the many entities that receive funding from the possessory tax generated by both airports. The total economic impacts of both airports are: 828 jobs, $106 million in annual economic output, $8 million in state and local tax revenue, and $10.2 million in federal tax revenue. The next step for the Airports division is to educate the public on the economic impact.

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

There was no discussion of items pulled from consent.

b. Upcoming Tenant Appreciation BBQ – Discussion of the Event Scheduled for Thursday, May 4, 2017

The 9th Annual Tenant Appreciation BBQ is scheduled for Thursday, May 4, 2017 from 11:30 AM – 1:30 PM. Airport Staff looks forward to seeing everyone there.
c. **Airport Enterprise Fund Fiscal Year 2017/18 Budget – Discussion of the Submitted Budget for the Next Fiscal Year**

In comparison to the 2016/17 budget, the Airport has shown a $500,000 growth in revenue. Beth Lee stated that early into the next fiscal year, Airport Staff would like to discuss with the AAC Committee, additional options to try to promote the Airports and attract businesses and tenants.

d. **AAC Elections – Discussion of the Election Process at the April 13, 2017 Meeting**

AAC elections will be held on Thursday, April 13, 2017. Elections will be held for the AAC Chair, Secretary, and Vice Chair.

e. **Update from the Airport Committee’s March 8, 2017 Meeting Regarding the Criteria for a Candidate to be Considered for an AAC Member At-Large Position – Discussion and Action**

The Board of Supervisors tasked down the representation of an AAC Member At-Large position, to the AAC Committee level. Ronald Reagan was concerned that there may not be enough time to make a final decision before the current position expires. Ronald Reagan opened the topic up for discussion. Tom Weber suggested that the AAC redefine the qualifications of the Member At-Large position. DeWitt Hodge explained that currently within the Bylaws, there are no provisions that suggest an At-Large position being represented by an airport business owner represents a conflict, and that is the issue the AAC must resolve. The AAC will need to go back and update the Bylaws to reflect any changes. The AAC agreed to create a study group to bring some ideas to the Committee. Emily Barnett, Mike Bruno, Maurice Gunderson, Ronald Reagan, and Russell Roe volunteered to participate in the study group. Roger Bass made a motion to accept the study group sessions:


**FUTURE AGENDA ITEMS/COMMENTS**

Tom Weber made a motion to re-consider item # 4.a:

Airport Staff has been receiving many noise complaints from the Brentwood area regarding aerobatic activity. Tom Weber and Maurice Gunderson met with Dale Roberts, an aerobatic pilot, to discuss the issue. Out of the discussion, they were able to pinpoint the issue to one person who may have been flying outside the designated area at the time. Tom and Maurice went on to explain that the issue had been dealt with. Emily Barnett moved that the AAC approves consent item # 4.a:


ADJOURNMENT: The meeting was adjourned by the Chair at 11:36 AM.
# Noise Abatement Statistics

## March 2017

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| **COMPLAINTS ASSOCIATED WITH** |      |      |      |      |      |
|--------------------------------|      |      |      |      |      |
| Buchanan Field Airport         | 9    | 7    | 31   | 28   |
| Byron Airport                  | 0    | 0    | 0    | 0    |
| Law Enforcement/Lifeguard Lights | 2    | 0    | 2    | 0    |
| Non-associated                 | 4    | 4    | 12   | 7    |

| **TIME OF INCIDENT** |      |      |      |      |      |
|----------------------|      |      |      |      |      |
| Day (0700 - 1700)    | 12   | 6    | 34   | 27   |
| Evening (1700 - 2200)| 2    | 2    | 7    | 3    |
| Night (2200 - 0700)  | 1    | 1    | 2    | 3    |
| All Times            | 0    | 2    | 2    | 2    |

| **TYPE OF COMPLAINT** |      |      |      |      |      |
|-----------------------|      |      |      |      |      |
| Noise                 | 6    | 7    | 27   | 15   |
| Low Flying            | 3    | 0    | 4    | 1    |
| Noise and Low Flying  | 6    | 2    | 12   | 12   |
| Too Many Aircraft     | 0    | 2    | 2    | 6    |
| Other                 | 0    | 0    | 0    | 1    |

| **TYPE OF AIRCRAFT** |      |      |      |      |      |
|----------------------|      |      |      |      |      |
| Jet                  | 2    | 1    | 6    | 4    |
| Propeller            | 5    | 4    | 17   | 11   |
| Helicopter           | 4    | 2    | 12   | 3    |
| All Types            | 1    | 3    | 2    | 12   |
| Unknown              | 3    | 1    | 8    | 5    |

**TOTAL AIRCRAFT OPERATIONS**

|                          |      |      |      |      |      |
|--------------------------|      |      |      |      |      |
|                          | 10,811 | 8352 | 26018 | 23095 | 13% |

**COMPLAINTS PER 10,000 OPERATIONS**

|                          |      |      |      |      |      |
|--------------------------|      |      |      |      |      |
|                          | 14   | 13   | 14   | 15   | -8%  |

**COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY**

|                          |      |      |      |      |      |
|--------------------------|      |      |      |      |      |
|                          | 8    | 8    | 8    | 12   | -31% |
# Contra Costa County Airports
## Monthly Operations Report

### March 2017

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<td>Itinerant Operations</td>
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<td>2,655</td>
<td>8,299</td>
<td>7,383</td>
<td>12%</td>
</tr>
<tr>
<td>Total Instrument Ops</td>
<td>899</td>
<td>887</td>
<td>2,444</td>
<td>2,257</td>
<td>8%</td>
</tr>
<tr>
<td></td>
<td></td>
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</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>26,276</td>
<td>17,684</td>
<td>58,366</td>
<td>50,376</td>
<td>16%</td>
</tr>
<tr>
<td>Jet Fuel</td>
<td>110,981</td>
<td>62,959</td>
<td>278,694</td>
<td>183,373</td>
<td>52%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>137,257</td>
<td>80,643</td>
<td>337,060</td>
<td>233,749</td>
<td>44%</td>
</tr>
<tr>
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<tr>
<td><strong>BYRON INFORMATION</strong></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Byron Fuel</td>
<td>11,657</td>
<td>6,303</td>
<td>25,428</td>
<td>17,402</td>
<td>46%</td>
</tr>
<tr>
<td></td>
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</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>69</td>
<td>58</td>
<td>141</td>
<td>203</td>
<td>-31%</td>
</tr>
<tr>
<td>Experienced Jumps</td>
<td>344</td>
<td>380</td>
<td>734</td>
<td>1,101</td>
<td>-33%</td>
</tr>
<tr>
<td>First Time Jumps</td>
<td>121</td>
<td>137</td>
<td>330</td>
<td>425</td>
<td>-22%</td>
</tr>
<tr>
<td>Student Jumps</td>
<td>12</td>
<td>10</td>
<td>36</td>
<td>39</td>
<td>-8%</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 18, 2017  APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Ernst Wintter, Keith White, and Tim MacHugh for a T-hangar at Buchanan Field Airport effective April 1, 2017 in the monthly amount of $394.10, (100% Airport Enterprise Fund).

April 25, 2017  APPROVE Appropriation and Revenue Adjustment No.5069 to increase revenue from license fees and concession revenues in the amount of $48,000 for fiscal year 2016/17 and appropriate for Airport operating expenditures (100% Airport Enterprise fund).

May 2, 2017    APPROVE and AUTHORIZE the Director of Airports, or designee, to acquire one used Aircraft Rescue & Firefighting (ARFF) vehicle at a cost not to exceed $400,000 through either a purchase or a lease/purchase agreement with a maximum term of ten years.
To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: April 18, 2017  
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 Ernst Wintter, Keith White, and Tim MacHugh for a T-hangar at Buchanan Field Airport effective April 1, 2017 in the monthly amount of $394.10, Pacheco area.

FISCAL IMPACT:  
The Airport Enterprise Fund will realize $4,729.20 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 ☐ OTHER  
☑ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 04/18/2017  ☑ APPROVED AS RECOMMENDED  ☐ OTHER

Clerks Notes:  
VOTE OF SUPERVISORS

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

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

ATTESTED: April 18, 2017  
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925) 681-4200

ce:
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.

ATTACHMENTS
Hangar Agreement - Witter, White, MacHugh
To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: April 25, 2017

Subject: APPROVE AND AUTHORIZE APPROPRIATION ADJUSTMENT FOR BUCHANAN FIELD AIRPORT

RECOMMENDATION(S):
APPROVE Appropriation and Revenue Adjustment No.5069 to increase revenue from license fees and concession revenues in the amount of $48,000 for fiscal year 2016/17 and appropriate for Airport operating expenditures.

FISCAL IMPACT:
Funded 100% by the Airport Enterprise Fund.

BACKGROUND:
In April 2016, JetsuiteX started operating out of Buchanan Field Airport. When the fiscal year 2016/17 budget was established in February, revenue from this new business venture was unanticipated. The appropriation adjustment adds this unanticipated revenue from the license fees and subsequent fuel flowage fees to the Airports' budget. As a result of this increase in revenue, expenditures will also be increased

CONSEQUENCE OF NEGATIVE ACTION:
If not approved, the Airport Enterprise Fund budget will reflect understated revenues.

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

Action of Board On: 04/25/2017 ☑ APPROVED AS RECOMMENDED

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Bargis, District III Supervisor
Karen Mitchell, 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: April 25, 2017
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925) 681-4200
To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: May 2, 2017  

Subject: Acquire Used Aircraft Rescue and Fire Fighting Vehicle

RECOMMENDATION(S):  
APPROVE and AUTHORIZE the Director of Airports, or designee, to acquire one used Aircraft Rescue & Firefighting (ARFF) vehicle at a cost not to exceed $400,000 through either a purchase or a lease/purchase agreement with a maximum term of ten years.

FISCAL IMPACT:  
There is no impact on the County General Fund. The total cost will be fully funded by the Airport Enterprise Fund.

BACKGROUND:  
The Federal Aviation Administration (FAA) requires each Airport in the United States that holds a Federal Aviation Regulation Part 139 commercial airport certificate have Aircraft Rescue and Fire Fighting equipment and personnel capabilities. In Contra Costa County, this requirement currently applies only to Buchanan Field Airport. The Public Works Department - Airports Division has two (2) ARFF vehicles in service.

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

Action of Board On: 05/02/2017 ☑ APPROVED AS RECOMMENDED  
☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Bargis, District III Supervisor  
Karen Mitchell, 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: May 2, 2017  
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925) 681-4200  

cc:
BACKGROUND: (CONT'D)

at Buchanan Field. One has been in service for 9 years and the other for 30 years. The FAA does not have specific regulations regarding ARFF vehicle replacement but the related FAA Advisory Circular states that, on average, ARFF vehicles have a 10-12 year service life.

Other factors that the FAA recommends while considering the replacement of ARFF vehicles are reliability and serviceability, whether parts for repair are no longer available (including in the after-market), and if annual operating costs become excessive. With these considerations, the 30-year-old ARFF vehicle at Buchanan Field is at the end of its useful service life for a commercial service airport and should be replaced. At this time the FAA does not have the grant funding available to assist with the purchase of a new ARFF vehicle. Therefore, a newer used vehicle is the most cost effective replacement option since it would be approximately half the cost.

The additional benefit of replacing the 30-year-old ARFF vehicle at Buchanan Field is that it can be reassigned to Byron Airport, allowing the County to retire Byron Airport’s existing 32-year-old ARFF vehicle (vehicle #6845). This would also provide a higher level of ARFF services at Byron Airport than currently exists.

The Aviation Advisory Committee, during their April 13, 2017 meeting, voted to support this recommendation.

CONSEQUENCE OF NEGATIVE ACTION:

If this acquisition is not approved, the Airport Enterprise Fund will continue to experience inconsistent service reliability and high maintenance/repair costs associated with the older ARFF vehicles. Additionally, in the event of a major equipment failure, the Airport Enterprise Fund would likely experience significant delays in bringing online a replacement used ARFF unit. Alternatively, the purchase of a new ARFF vehicle, without FAA grant funding assistance, would significantly strain the Airport Enterprise Fund’s resources given the estimated $800,000 cost. Finally, it will likely be 5-10 years before FAA will provide grant funding to purchase a new ARFF vehicle.
May 3, 2017

Contra Costa County Buchanan and Byron Airports
Attn: Beth Lee
550 Sally Ride Drive
Concord, CA 94520

Dear Aviation Advisory Committee:

A non-profit organization, AgLantis, signed a lease with Central Contra Costa Sanitary District (Central San) on July 3, 2014 to for a sustainable farm on 14.8 acres of land which is part of APN 159-140-051 at approximately 5500 Imhoff Drive, Martinez, CA 94553. Contra Costa County Department of Conservation and Development (County) approved the Land Use Permit (LP14-2051) on December 21, 2015, which allows Central San and its tenant to operate a sustainable farm, which includes row crops, construction of a 6,048 square-foot green house, a temporary office building and a 1,500-square foot shed/barn. The Land Use Permit also allows for 30 special events per year and granted several variances for the site’s parking lot including gravel surfacing, no parking space striping, no landscaping and no lighting.

Currently Central San operates a recycled water truck fill station on the property along the loop road between the two driveway approaches. The automated fill station was completed at the end of 2016 and will provide free recycled water for construction contractors. As part of this endeavor and to meet conditions for the Land Use Permit, the driveway was improved and paved.

During the last year, Central San and AgLantis have been working with the County to meet the 61 conditions of approval prior to initiation of the farm activity. A meeting was held between all parties on March 30, 2017 to discuss Condition of Approval compliance status. AgLantis provided an annual update verbally to the County as no ground disturbance has occurred to date. Senior Planner, Francisco Avila acknowledged that this update satisfied Condition of Approval #35 (c) which requires an annual compliance report prior to April 1 each calendar year.

Mulch has been placed on the farm property to help with erosion control; it will also help amend the soil in a no-till method. AgLantis has stated that no crops will be planted in 2017 as there are not enough nutrients in the soil. Additional activity planned for the next year include an application submittal for a building permit for the proposed greenhouse (donated to AgLantis by Agratech) and construction of an access road.

Sincerely,

Dana Gemmell
Planning & Development Services Division Manager

Attachments
N:\EnvrSec\Admin\Gemmell\CoCo San Farm Lease\5-3-17 Aviation Advisory Committee Letter on Farm Report.docx