

Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord, CA 94520
Thursday, April 12, 2018 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 March 8, 2018, Meeting Minutes**
- 4. Consider Consent Items**
 - a. Approval of Airport Noise Report & Statistics Report (February 2018)
 - b. Approval of Relevant Board Actions that Occurred from March 13 – March 27, 2018
- 5. Presentations**
 - a. Presentation Regarding Buchanan Field and Byron Airports and the Economic Impact it has on Contra Costa County
- 6. Discussion/Action Items**
 - a. Discuss Items Pulled from Consent
 - b. Discuss the Upcoming 10TH Annual Tenant Appreciation BBQ on Thursday, May 3, 2018
 - c. Discuss the Update from the March Airport Committee Meeting
 - d. Conduct the AAC Elections for the Chairman, Vice-Chairman, and Secretary
 - e. Discuss the Update Regarding the Byron Airport Observation Plaza Location
 - f. Discuss the Update regarding the 3 Acre Buchanan Field Business Park Development
 - g. Discuss the Update Regarding the 4.6 Acre Parcel Solicitation and Select an AAC Member for the Selection Committee
 - h. Discuss the Update Regarding Byron Maintenance Hangar Solicitation and Select an AAC Member for the Selection Committee
 - i. Discuss the Update Regarding the 36 Acres of Vacant Airport-Owned Land Solicitation at Byron
 - j. Discuss the Project to Reskin and Install New Doors to the East Ramp F-Row
 - k. Review and Discuss the next steps for the Reconstruction & Overlay Project on Runway 14L/32R
- 7. Future Agenda Items**
- 8. Adjourn**

Next AAC Meeting (Tentative): May 10, 2018 at 10:00 am
Next Airport Committee Meeting: June 13, 2018 at 11:00 am

AVIATION ADVISORY COMMITTEE

ATTENDANCE ROSTER FOR 2018

AAC Members	Representing	Contact Information	Jan 11	Feb 08	Mar 08	Apr 12	May 10	Jun 14	Jul 12	Aug 09	Sep 13	Oct 11	Nov 08	Dec 13	Total # Abs
Dale Roberts	District 1	datenkale@netscape.net	Y	Y	ABS										1
Mike Bruno	Airports Bus. Assoc.	michael@sterlingav.com	Y	ABS	ABS										2
Eric Meinbress	Member at Large	ericmeinbress@comcast.net	Y	Y	Y										
Ronald Reagan	District 3	ron@rmsea.com	Y	Y	Y										
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com	Y	Y	Y										
Russell Roe	District 5	rusroee@pacbell.net	Y	Y	Y										
Keith McMahon	City of Concord	keithcmcmahon@gmail.com	Y	ABS	Y										1
Roger Bass	District 2	twofivexray@yahoo.com	ABS	Y	Y										1
Maurice Gunderson	Member at Large	mauricegunderson@mac.com	Y	ABS	ABS										2
Tom Weber	District 4	Tr-weber@sbcglobal.net	Y	Y	Y										
Emily Barnett	Member at Large	emilyebarnett@gmail.com	Y	Y	Y										

Was There a Quorum? Y or N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
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ABS = Absent

Y = Present

N = No

TERM EXPIRATION AND TRAINING CERTIFICATION

AAC Members	Representing	Term Expiration Date	Brown Act/Ethics Training Completion Date(s)
Dale Roberts	District 1	6/13/20	8/6/17 & 9/13/17
Mike Bruno	Airports Bus. Assoc.	3/1/19	
Eric Meinbress	Member at Large	10/17/20	1/7/18
Ronald Reagan	District 3	3/1/21	4/12/16
Derek Mims	City of Pleasant Hill	3/1/18	1/12/17
Russell Roe	District 5	5/1/20	1/15/18
Keith McMahon	City of Concord	3/1/19	3/4/18
Roger Bass	District 2	3/1/21	4/8/16
Maurice Gunderson	Member at Large	3/1/21	4/5/16 & 4/6/16
Tom Weber	District 4	3/1/20	4/1/16
Emily Barnett	Member at Large	3/1/19	3/10/17

DRAFT



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
March 8, 2018**

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

PRESENT: **Emily Barnett**, Member At-Large
Roger Bass, District II
Keith McMahon, City of Concord
Eric Meinbress, Member At-Large
Derek Mims, City of Pleasant Hill
Ronald Reagan, Chair, District III
Russell Roe, District V
Tom Weber, District IV

ABSENT: **Mike Bruno, Vice Chair**, Airport Business Association
Maurice Gunderson, Secretary, Member At-Large
Dale Roberts, District I

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

**OPENING COMMENTS
BY CHAIR:**

Ronald Reagan welcomed the attendees.

PUBLIC COMMENT

Rich Spatz asked for an update on the Byron observation plaza. The AAC will schedule this to be on the agenda for April.

Keith Freitas announced the new owner of Bay Area Skydiving, Shaun Fenner. The lease assignment was executed earlier this month.

The Collings foundation will be at Buchanan Field June 7-10th.

**APPROVAL OF
MINUTES:**

Moved by Roger Bass; seconded by Derek Mims. Approved Yes: Emily Barnett, Keith McMahon, Ronald Reagan, Russell Roe, Eric Meinbress, and Tom Weber. No: None. Abstained: None. Absent: Mike Bruno, Maurice Gunderson, and Dale Roberts.

**APPROVAL OF
CONSENT ITEMS:**

Moved by Derek Mims; seconded by Emily Barnett. Approved Yes: Roger Bass, Keith McMahon, Ronald Reagan, Russell Roe, Eric Meinbress, and Tom Weber. No: None. Abstained: None. Absent: Mike Bruno, Maurice Gunderson, and Dale Roberts.

PRESENTATIONS

A. Presentation on Aviation Markets – Historical and Future Projections

Keith Freitas presented historical and future projections for various aviation markets. While general aviation future projections show a flat, slow decline, corporate aviation are projected to have major growth. In 2016, Buchanan Field had approximately 122,000 operations (an operation is either one landing or one take off).

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

The noise report was pulled from the consent items. There was discussion on the amount of noise calls received in central Contra Costa County (five noise calls were made in Concord and three in Pleasant Hill). Even though the amount of noise calls has declined, the AAC continues to encourage pilots to be friendly neighbors to the surrounding communities of Buchanan Field and Byron Airports. The AAC took a moment to invite anyone to make comments regarding the noise report but there was no comment.

b. Discuss and Approve Changes to AAC ByLaws to Include: 1) Adding Two Airport Neighbor seats to Represent the General Communities Around Buchanan Field and Byron Airport, 2) Changing the Selection Process for At-Large positions, and 3) Include Training Requirements for All AAC Members

In January, the Airport Committee suggested adding more representation on the AAC. Changes to the ByLaws would include: 1) adding two seats on the AAC, one seat would represent the Town of Pacheco and the other seat would represent the general communities surrounding Byron Airport, 2) changing the At-Large selection process to be referred to the Airport Committee rather than the Internal Operations Committee, and 3) include mandatory training requirements for all newly appointed and reappointed AAC members to complete within a 90 day timeframe. The AAC discussed some of their concerns with the ByLaw changes. There was some concern regarding

keeping the positions filled in future appointments simply because in the past, certain seats on the AAC have remained vacant due to a number of factors. There was also some concern whether coverage from the Town of Pacheco was necessary. After discussions, the AAC made a motion to postpone the discussion until the next AAC meeting in April.

Moved by Emily Barnett; seconded by Derek Mims. Approved Yes: Roger Bass, Keith McMahon, Ronald Reagan, Russell Roe, and Eric Meinbress. No: Tom Weber. Abstained: None. Absent: Mike Bruno, Maurice Gunderson, and Dale Roberts.

c. Review and Discuss the Airports' Proposed Rates and Charges

This is a continued discussion that originated from the Economic Development and Incentive Program (EDIP) and Strategic Plan. The proposed rates and charges draft that is included in the March 2018 AAC packet contains more detail such as the reduced hangar and tiedown rates and added financial incentives for tenants. This is a priority project in order to make both airports more regionally competitive.

d. Review and Discuss the Byron Airport General Plan Amendment (Will Nelson, Department of Conservation and Development)

Will Nelson with the Department of Conservation and Development (DCD) gave an update on the Byron General Plan Amendment. Since September 2017, Airport staff has been working with Caltrans regarding the airport classification (rural versus suburban) applied to Byron Airport. This classification impacts the intensity of the desired list of allowable aviation and aviation-related development which could negatively impact the long-term airport economic viability. Classifying Byron as a suburban airport would be more consistent with the Federal Aviation Administration's designation of it as a reliever airport and with the long-term build out as detailed in its Master Plan. However, Byron Airport is surrounded by land outside the Urban Limit Line, which gives the perception that the airport should be classified as rural. The Environmental Impact Report (EIR) will include analysis that covers either classification whereby suburban would be the highest development scenario. An update was received from the EIR consultant – a schedule that would have the environmental report finished in approximately 12 months (this does not include hearings before the planning commission on the Board). The next step after completion of the draft EIR will be the public review period, which will last from 45-60 days. Airports staff and DCD will continue to provide updates throughout this process.

e. Review and Discuss the Proposed Solar Energy Farm Near the Byron Airport

A solar farm has been proposed for the northwest side of the Byron Airport. To give some background on the project, the Board decided to join Marine Clean Energy recently. Ever since the vote passed, DCD has received many calls with requests to establish solar farms around areas within unincorporated Contra Costa County. Since the GPA does not allow it nor does the zoning, the applicants are told the

projects cannot be allowed at this time. DCD is working on amending the GPA and zoning to allow it in certain areas. There are many layers to this project. Airports staff and DCD will continue to provide updates as the project progresses.

f. Review and Discuss the Airport Enterprise Fund for Fiscal Year 2017/18 50% Budget

The AAC reviewed the Airport Enterprise Fund Budget for fiscal year 2017/18 50% budget. Revenues continue to exceed expenditures.

g. Discussion Regarding the Proposed General Aviation Terminal Building

This is a continued discussion regarding the priority projects that were identified from the Airports' EDIP and Strategic Plan. One of the priority projects for Buchanan Field was to create a general aviation terminal building at Buchanan to allow for expansion of air service businesses, create a place to hold public meetings, and also to provide expansion and encourage other businesses to come to Buchanan. Airports staff is working on getting a final design and to move forward for funding from the Federal Aviation Administration (FAA) for the Aircraft Rescue and Firefighting (ARFF) component. Airports staff will continue to provide updates regarding the proposed project.

FUTURE AGENDA ITEMS/COMMENTS

- **AAC officer elections**
- **AAC ByLaws**
- **Byron Airport viewing plaza**

ADJOURNMENT: The meeting was adjourned by the Chair at 11:53 AM.

FINAL

**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
February 8, 2018**



MEETING CALLED: Chair, Ronald Reagan called the meeting to order at 10:02 AM.

PRESENT: **Emily Barnett**, Member At-Large
Roger Bass, District II
Eric Meinbress, Member At-Large
Derek Mims, City of Pleasant Hill
Ronald Reagan, Chair, District III
Dale Roberts, District I
Russell Roe, District V
Tom Weber, District IV

ABSENT: **Mike Bruno, Vice Chair**, Airport Business Association
Maurice Gunderson, Secretary, Member At-Large
Keith McMahon, City of Concord

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

**OPENING COMMENTS
BY CHAIR:**

Ronald Reagan welcomed the attendees.

**PUBLIC COMMENT
PERIOD:**

Airport staff received a letter of interest for the development of 36 acres at Byron Airport for non-aviation use. A competitive solicitation letter was mailed out on January 23, 2018, with a submission deadline of April 2, 2018, at 4 PM.

The Centennial Celebration Flight will be at Buchanan Field May 14-15, 2018. The historic flight will fly from Seattle, WA to San Diego, CA and will be celebrating its 100th year anniversary.

The Bay Cities chapter of the 99s have announced their 2018 scholarship. The purpose of this scholarship is to provide monetary assistance to women working on their initial flight rating. Check out www.baycities99s.org for more information.

Keith Freitas asked the AAC to adjourn the meeting in memory of two Buchanan Field tenants: Jack Shrader and Chris Rampoldt.

APPROVAL OF MINUTES:

Moved by Tom Weber; seconded by Derek Mims. Approved Yes: Emily Barnett, Roger Bass, Dale Roberts, Ronald Reagan, Russell Roe, and Eric Meinbress. No: None. Abstained: None. Absent: Mike Bruno, Maurice Gunderson, and Keith McMahon.

APPROVAL OF CONSENT ITEMS:

Moved by Derek Mims; seconded by Tom Weber. Approved Yes: Emily Barnett, Roger Bass, Dale Roberts, Ronald Reagan, Russell Roe, and Eric Meinbress. No: None. Abstained: None. Absent: Mike Bruno, Maurice Gunderson, and Keith McMahon.

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

No items were pulled from consent.

b. Review and Discuss AAC ByLaw Changes to Include Adding Two Airport Neighbor Seats to Represent the General Communities Around Buchanan Field and Byron Airport, Changing the Selection Process for At-Large positions, and Include Training Requirements for All AAC Members – Report Back to Airport Committee

At the Airport Committee's last meeting in January, interviews for an At-Large position were conducted. The Airport Committee identified that the AAC needed better representation from the general communities surrounding Buchanan Field and Byron Airports. The proposed ByLaw changes will include adding two "Airport Neighbor Seats" to represent Buchanan Field and Byron Airports. Added changes were made to refine current processes: (1) At-Large candidate to be interviewed and recommended by Airport Committee, and (2) to add Ralph M. Brown Act, County Better Government Ordinance, and Ethics Orientation training requirements for newly appointed and reappointed members. The AAC reviewed the proposed ByLaw changes and will take a vote at their next meeting in March.

c. Review and Discuss Proposed Airport Rates and Charges

Airport staff are moving forward to implement some of the top priority projects identified in the strategic plan and economic development and incentive program (EDIP) processes. The first priority project is to update the Airports' current rates and charges. Staff hopes to implement the new rates and charges around July 1, 2018. Tenants should expect to see a slight reduction in rent fees to bring our fees more comparable in the region. The proposed changes were circulated in January 2018 to receive input from tenants. Some of the proposed changes will include price differentials between

north/south facing areas and modernized/un-modernized hangars. The price reductions will result in a total loss of approximately \$65,000 in annual revenue.

d. Review and Discuss the Brown Act Requirements for AAC Members

Keith Freitas explained that per Contra Costa County's Advisory Handbook, all newly appointed committee members are required to complete the Brown Act, Better Government Ordinance, and Ethics Orientation training within 90 days of appointment/re-appointment. Ron Reagan went on to remind AAC members to complete their required trainings if they have not done so already.

e. Discuss a Proposed Gas Station Near Buchanan Field – North of Airport Near HWY 4 and Solano

The proposed project is a convenience market, gas station and car wash to be located at the intersection of the eastbound State Route 4 Off-Ramp/Arnold Industrial Place in the City of Concord. Based on the interest of this project, it will be discussed at the Airport Land Use Commission (ALUC) meeting on February 15, 2018. Continued updates on the proposed project will be given as the project proceeds.

f. Discuss a Possible Observation Plaza at Byron Airport

The AAC discussed the possibility of having an observation plaza at the Byron Airport. In order to be considered, the AAC will first need feedback from staff regarding the need for an observation plaza. Airport staff will continue to provide updates regarding the proposed project.

g. Review Revised Airport Enterprise Fund Fiscal Year 2016/17

The AAC reviewed the revised Airport Enterprise Fund Budget for FY 16-17. There are no changes in the numbers. The only revision was to change the dates to reflect FY 16-17 instead of FY 15-16.

h. Review and Discuss the Airport Enterprise Fund Fiscal Year 2017/18

The AAC reviewed the Airport Enterprise Fund Budget for FY 17-18. Revenues were above projections by 31% and expenditures were below projections by 20%.

i. Review and Discuss the Upcoming AAC Officer Selection Process for the April 2018 Selections

Officer selections will take place in April 2018. Ron Reagan asked the AAC to consider who they would want to take over the positions of Chair, Vice Chair, and Secretary. There were some suggestions made, but the AAC will not take a vote until in April.

FUTURE AGENDA ITEMS/COMMENTS

- **Byron General Plan Amendment**
- **Solar Energy Farm**
- **Rates and Charges**
- **AAC ByLaw changes**

ADJOURNMENT: The meeting was adjourned by the Chair at 11:04 AM.

Noise Abatement Statistics

February 2018

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2018	2018	2017	2018	2017	
TOTAL NUMBER OF COMPLAINTS	10	17	18	29	30	-3%
LOCATION OF COMPLAINTS						
Concord	6	13	1	20	5	300%
Pleasant Hill	2	2	7	5	10	-50%
Pacheco	0	0	1	0	2	-100%
Martinez	0	0	4	0	6	-100%
Byron	0	0	0	0	0	0%
Other	2	2	5	19	7	171%
Subtotal	10	17	18	29	30	-3%
Special Events	0	0	0	0	0	0%
Total Number of Complaints	10	17	18	29	30	-3%
COMPLAINTS ASSOCIATED WITH						
Buchanan Field Airport		13	13	22	22	
Byron Airport		0	0	0	0	
Law Enforcement/Lifeguard Lights		2	0	4	0	
Non-associated		2	5	3	8	
TIME OF INCIDENT						
Day (0700 - 1700)		11	14	20	22	
Evening (1700 - 2200)		3	2	4	5	
Night (2200 - 0700)		2	1	4	1	
All Times		1	1	1	2	
TYPE OF COMPLAINT						
Noise		12	14	16	21	
Low Flying		1	1	3	1	
Noise and Low Flying		4	2	9	6	
Too Many Aircraft		0	1	0	2	
Other		0	0	1	0	
TYPE OF AIRCRAFT						
Jet		2	4	7	4	
Propeller		6	4	8	12	
Helicopter		2	5	4	8	
All Types		4	0	6	1	
Unknown		3	5	4	5	
TOTAL AIRCRAFT OPERATIONS						
		9,505	7,581	17,951	15,207	18%
COMPLAINTS PER 10,000 OPERATIONS						
		18	24	16	20	-18%
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY						
		14	17	12	14	-15%

January

(1)- Other- Low flying jet - Antioch
(1)- Non-Assoc. Jet noise - Bay Point

February

2- Non-Assoc-Unknown Activity - Antioch

Contra Costa County Airports Monthly Operations Report

February 2018

	February 2018	February 2017	YTD 2018	YTD 2017	% CHANGE 2017/2018
AIRCRAFT OPERATIONS					
Total Operations	9,505	7,581	17,951	15,207	18%
Local Operations	4,919	4,364	10,028	8,762	14%
Itinerant Operations	3,455	2,321	5,710	4,594	24%
Total Instrument Ops	954	734	1,911	1,396	37%
FUEL FLOWAGE					
100 Octane	19,386	15,113	34,861	32,090	9%
Jet Fuel	111,005	86,265	195,871	167,713	17%
Total	130,391	101,378	230,732	199,803	15%
BYRON INFORMATION					
Byron Fuel	8,346	7,835	15,968	13,771	16%
SKYDIVERS*					
Number of Flights	21	48	56	72	-22%
Experienced Jumps	180	217	484	390	24%
First Time Jumps	40	142	111	209	-47%
Student Jumps	6	11	16	24	-33%
Glider Operations^					
Tow Aircraft	164	0	338	0	n/a
Glider Aircraft	164	0	338	0	n/a

* Numbers through February 16, 2018, monthly skydiving no longer available.

^ Tracking began May 2017

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

The following certified Board Orders are attached:

March 13, 2018 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Pacific Diamond, LLC for a T-hangar at Buchanan Field Airport effective February 20, 2018 in the monthly amount of \$394.10 (100% Airport Enterprise Fund).*

March 13, 2018 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with David Friedman for a T-hangar at Buchanan Field Airport effective March 1, 2018 in the monthly amount of \$394.10 (100% Airport Enterprise Fund).*

March 13, 2018 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Matthew Epperson for a T-hangar at Buchanan Field Airport effective March 5, 2018 in the monthly amount of \$394.10 (100% Airport Enterprise Fund).*

March 13, 2018 *REAPPOINT Maurice Gunderson to the At-Large #1 seat on the Contra Costa County Aviation Advisory Committee, as recommended by the Airports Committee.*

March 27, 2018 ***APPROVE** the Project and take related actions under the California Environmental Quality Act and **AUTHORIZE** the Public Works Director, or designee, to **ADVERTISE** the Buchanan Field Airport East Ramp F Row hangar improvement project (100% Airport Enterprise Fund).*

DETERMINE the Project is a California Environmental Quality Act (CEQA), Class 2 Categorical Exemption, pursuant to Article 19, Section 15302(c) of the CEQA Guidelines, and DIRECT the Director of Department of Conservation and Development to file a Notice of Exemption with the County Clerk, and

DIRECT the Director of Department of Conservation and Development to file a Notice of Exemption with the County Clerk, and

AUTHORIZE the Public Works Director, or designee, to arrange for payment of a \$25 fee to the Department of Conservation and Development for processing, and a \$50 fee to the County Clerk for filing the Notice of Exemption.



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: March 27, 2018

Subject: Approve the Buchanan Field Airport East Ramp F Row Hangar Improvement Project and take related actions under CEQA

RECOMMENDATION(S):

APPROVE the Project and take related actions under the California Environmental Quality Act and **AUTHORIZE** the Public Works Director, or designee, to **ADVERTISE** the Buchanan Field Airport East Ramp F Row hangar improvement project (District IV).

DETERMINE the Project is a California Environmental Quality Act (CEQA), Class 2 Categorical Exemption, pursuant to Article 19, Section 15302(c) of the CEQA Guidelines, and **DIRECT** the Director of Department of Conservation and Development to file a Notice of Exemption with the County Clerk, and

DIRECT the Director of Department of Conservation and Development to file a Notice of Exemption with the County Clerk, and

AUTHORIZE the Public Works Director, or designee, to arrange for payment of a \$25 fee to the Department of Conservation and Development for processing, and a \$50 fee to the County Clerk for filing the Notice of Exemption.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/27/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor
Diane Burgis, District III
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

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

ATTESTED: March 27, 2018

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

ABSENT: John Gioia, District I
Supervisor

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

FISCAL IMPACT:

The cost of the improvement project is expected to be at least \$496,500. The cost is expected to increase by \$192,000 if we include replacing the roof as part of the project. If we add installation of gutters, the cost is expected to increase by an additional \$18,000. The project will be entirely funded by the Airport Enterprise Fund.

BACKGROUND:

The Contra Costa County Public Works Airports Division is in process of improving F Row of the East Ramp hangars at Buchanan Field. The hangar row reverted to the County around 2007, after a long-term lease had expired. The hangar siding is in poor condition and the cost to repaint is comparable to the cost of fully replacing the material. In addition, the doors have become difficult for many of our tenants to operate and it is more cost effective to replace them when the siding has been removed.

Plans and specifications have been prepared for the Airports Division by an experienced airport engineering firm. The project consists of replacing the existing hangar siding and doors with new materials. There are seven rows of hangars and the intent is to improve all of them over time. The East Ramp F Row hangars will be the first as it is the most visible from the surrounding community.

The Department of Conservation and Development has determined that this project is a Categorical Exemption under Section 15302(c) (Class 2) of the California Environmental Quality Act. The Notice of Exemption (County file CP #18- 06) was administratively approved on March 13, 2018. While a Categorical Exemption has been determined, our department requires that the Board of Supervisors authorize the Public Works Director, or designee, to advertise a project for bids.

The project is consistent with the Buchanan Field Airport Master Plan adopted by the Board of Supervisors on October 28, 2008, plus governing FAA grant assurances and policies.

CONSEQUENCE OF NEGATIVE ACTION:

The hangar row will not be improved, which could compromise the long-term viability of the facility and result in losing tenants if the doors cannot be operated easily.

ATTACHMENTS

CEQA Documents



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: March 27, 2018

Subject: APPROVE AND AUTHORIZE TERMINATION OF TIEDOWN PERMIT WITH WALTER LYALL,
PACHECO AREA

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports to terminate Tiedown Permit for space H-15 with Walter Lyall; and AUTHORIZE County Counsel to pursue legal action.

FISCAL IMPACT:

The Airport Enterprise Fund will cover the cost of any legal action.

BACKGROUND:

Walter Lyall has been a long time tenant at Buchanan Field. There have been default issues with the tenant as early as 2009, with hangar F-5. The Board of Supervisors approved Airport's terminating the hangar agreement in August 2009. Airport staff agreed to set aside the termination with the agreement that the tenant pay past due rents, and make all future payment within the grace period allowed by the lease.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/27/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor
Diane Burgis, District III
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

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

ATTESTED: March 27, 2018

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

ABSENT: John Gioia, District I
Supervisor

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

BACKGROUND: (CONT'D)

>

In May 2016, the tenant was again in default and Airport staff agreed to work with the tenant to resolve the issue on the hangar rent. Tenant agreed to make payment and set up payment arrangements; Airport staff suggested that the tenant move to a tiedown space. Airport staff was notified at this time that the aircraft was being put up for sale.

In September 2016, the tenant moved the aircraft to tiedown H-15 and made a verbal agreement to make \$160.00 a month payments until either the balance was paid in full or the remaining balance was paid from the sale of the aircraft. Upon inspection of the hangar, tenant was notified that remaining items would need to be removed; tenant authorized Airport staff to finish the cleanout. Airport incurred cleanout costs of \$1,901.75 and the hangar deposit, for \$1,334.89, was transferred to the account and applied to these costs.

In October 2017, tenant again stopped making payments. A Notice of Default was sent to the tenant and in accordance with airport policies their gate access card was deactivated. A second Notice of Default was sent in December 2017. A follow-up phone call was made and the tenant promised a payment would be dropped off within the week. A few weeks later, a second phone call was made and again, the tenant promised a payment.

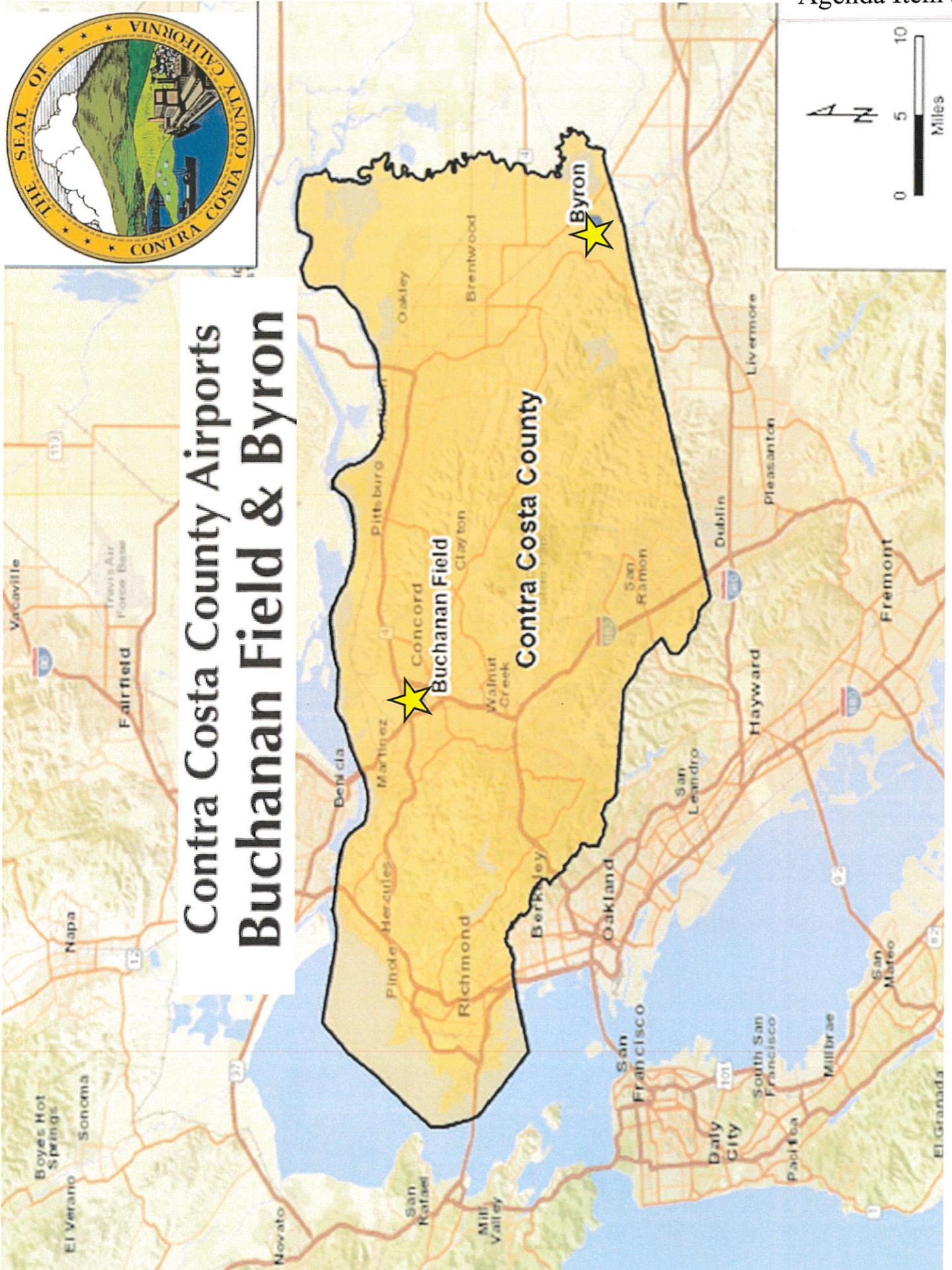
On March 5, 2018, the tenant was sent a final Notice of Delinquency requesting payment of \$4,073.86 for all outstanding charges. Airport staff is now requesting authority to terminate the Tiedown Permit and to pursue legal action against Tenant through County Counsel to regain possession of tiedown and for the total outstanding charges. Such actions are consistent with adopted Airport policies.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to terminate the Agreement and pursue legal action against Tenant would result in the Airport being unable to enforce adopted Airport policies and procedures



Contra Costa County Airports Buchanan Field & Byron



Contra Costa County Airports System

- * Airport Enterprise Fund
- * Operates without the use of County General Funds
- * Revenues derived from diverse mix of aviation and non-aviation businesses on Airport property.
 - * Buchanan Field business mix:
 - * Aviation businesses (Fixed Based Operator, JetSuiteX, Specialty Aviation, Executive Hangar, Flight Training, Air Medical Transport, etc.)
 - * Non-aviation businesses (Hotel, Golf Course, Car Rental, Retail Shops, Car Dealerships, etc.)
 - * Byron Airport business mix:
 - * Aviation Businesses (Patriot Jet Team Foundation, Skydiving)

Buchanan Field Fixed Based Operators (FBOs)



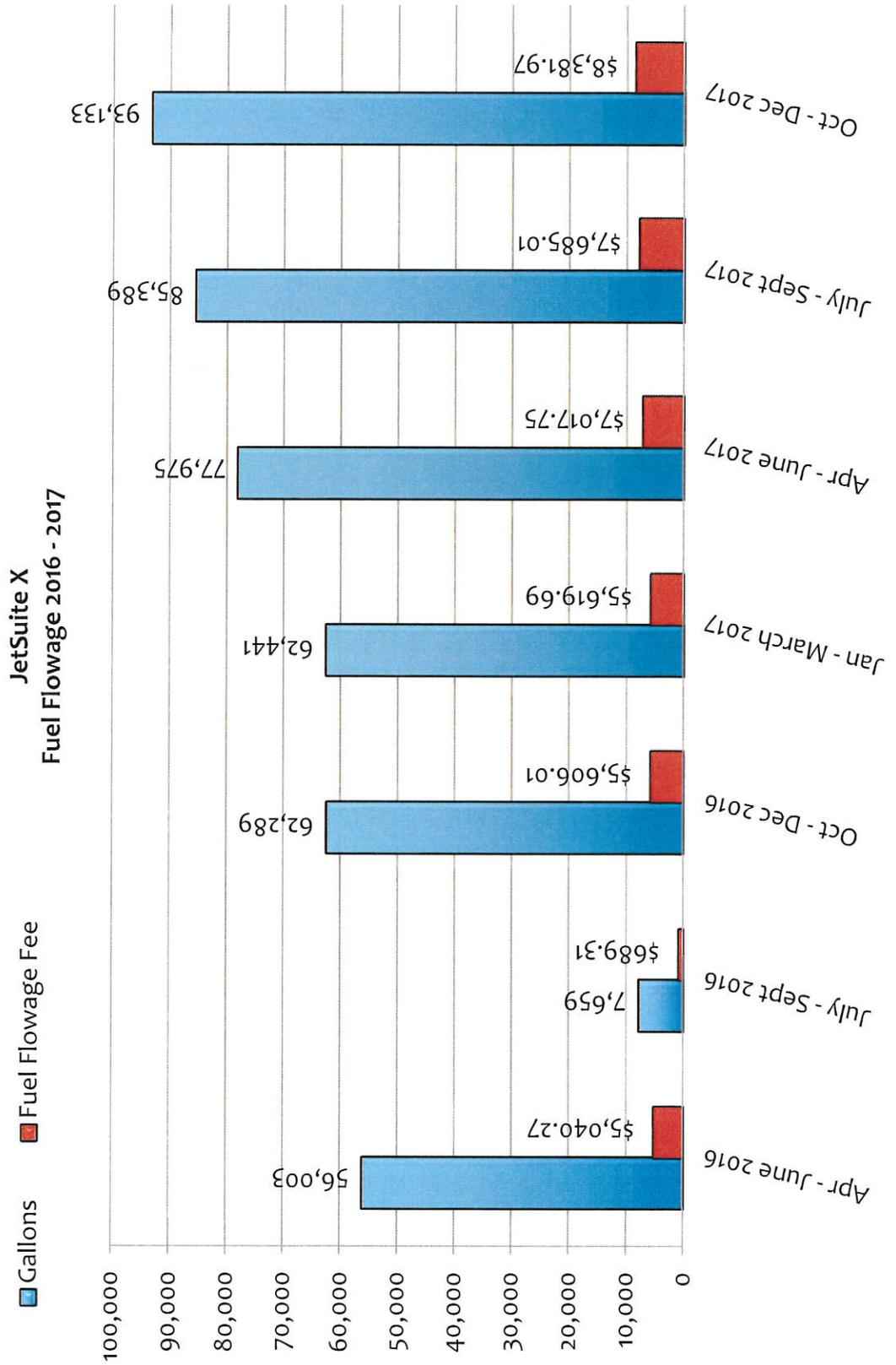
Buchanan Field Commercial Service

JETSUITE X



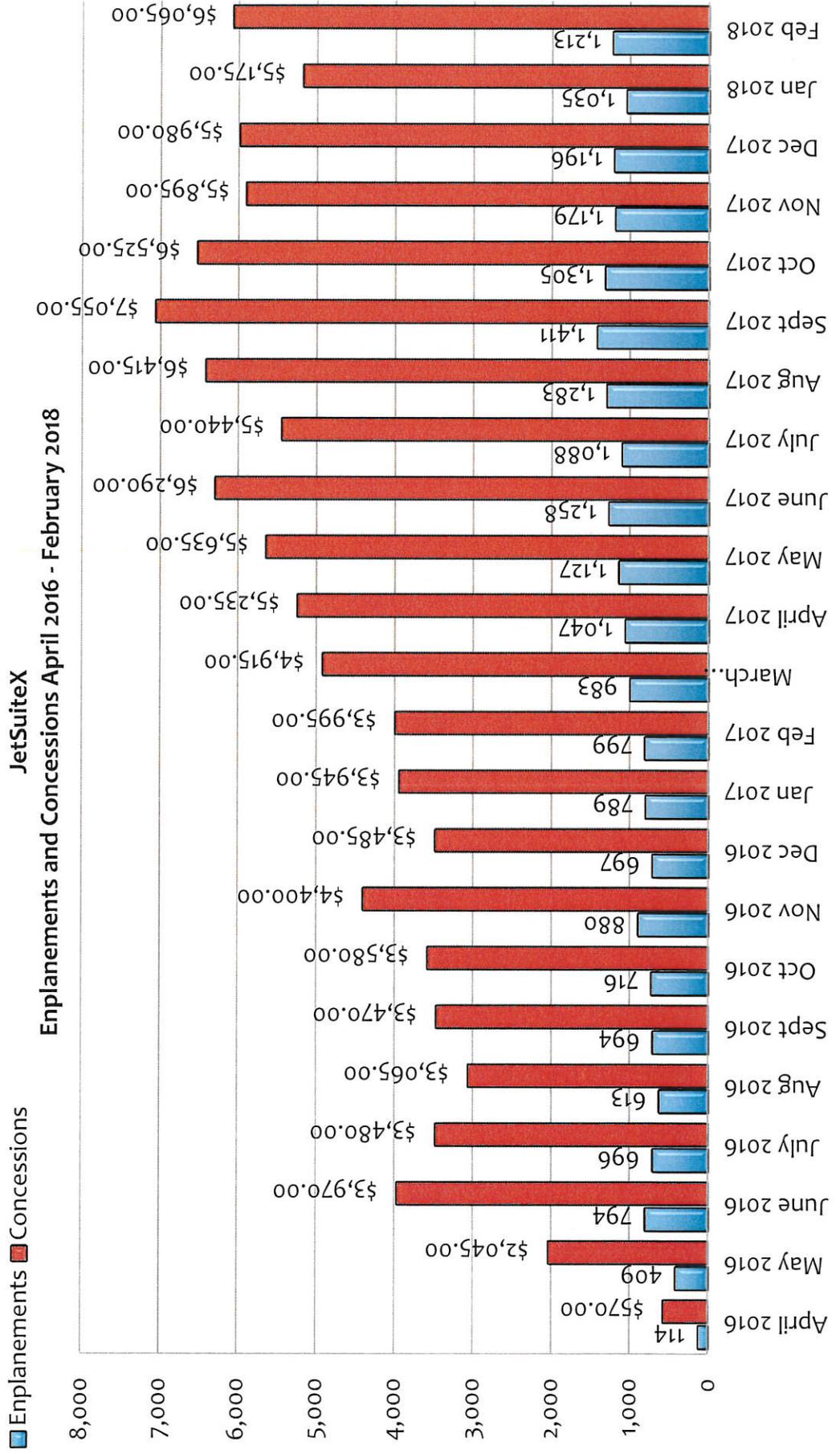
JetSuiteX Fuel Flowage

(2016-2017)



JetSuiteX Enplanements

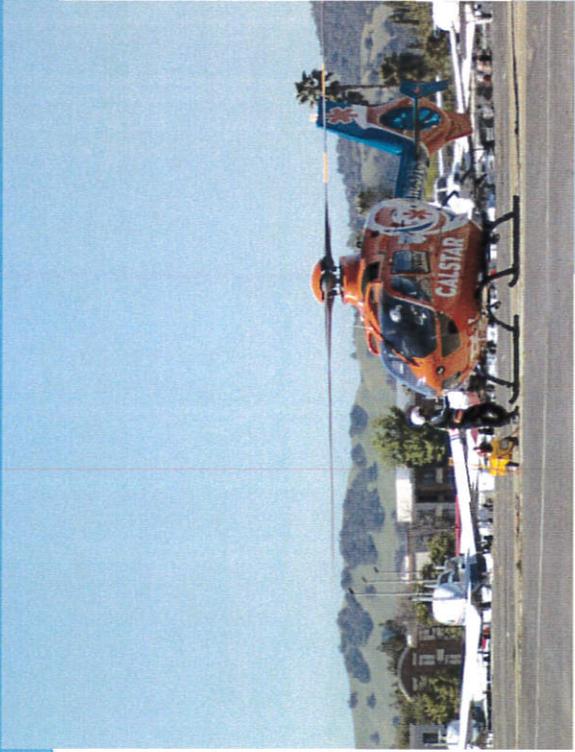
(April 2016 - February 2018)



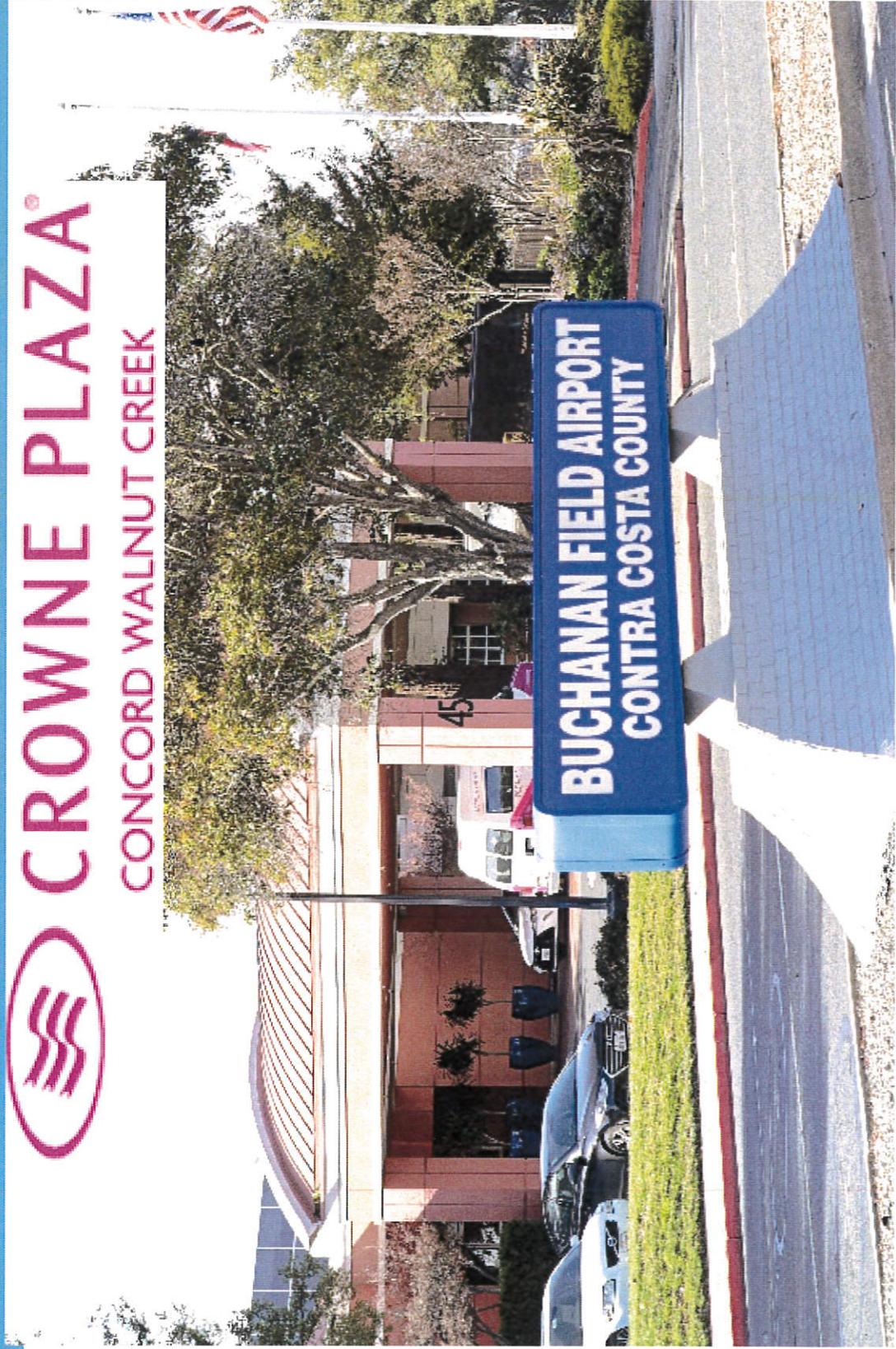
Buchanan Field Executive Hangars



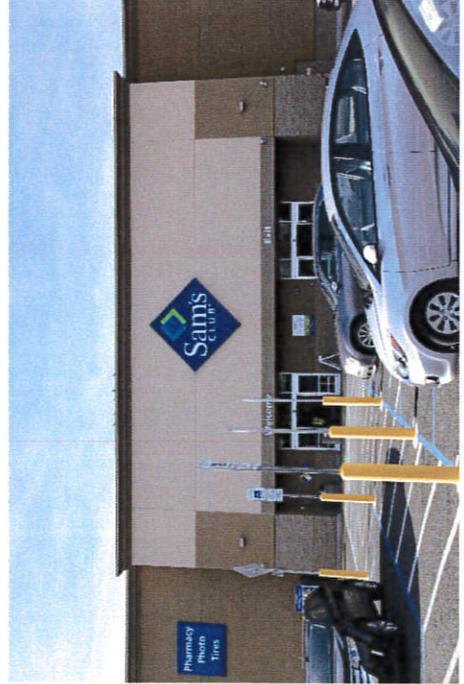
Buchanan Field Emergency Services



Buchanan Field Hotel



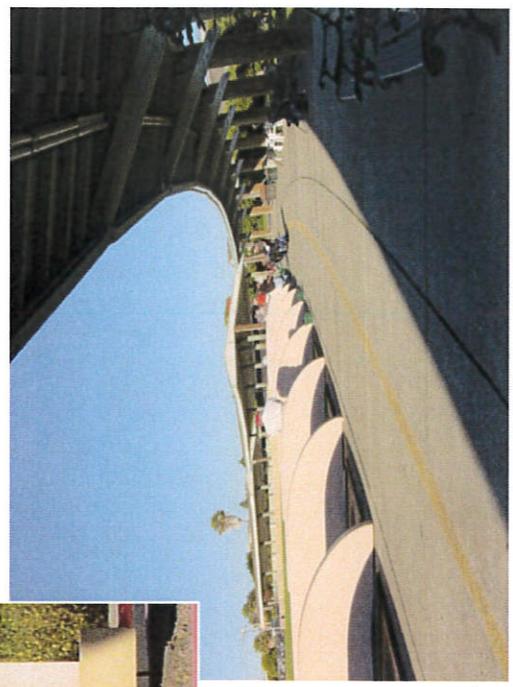
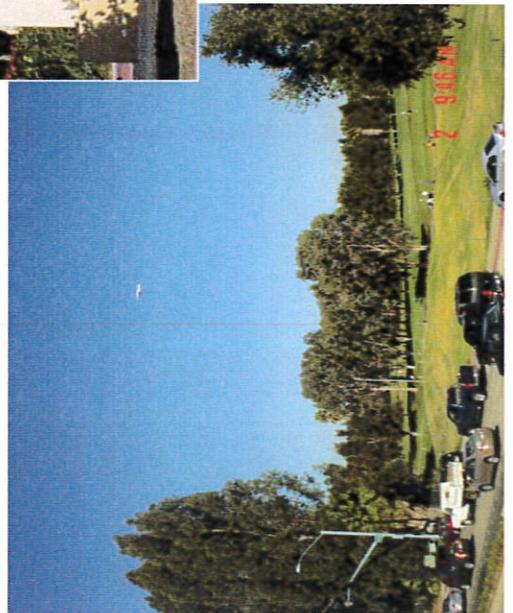
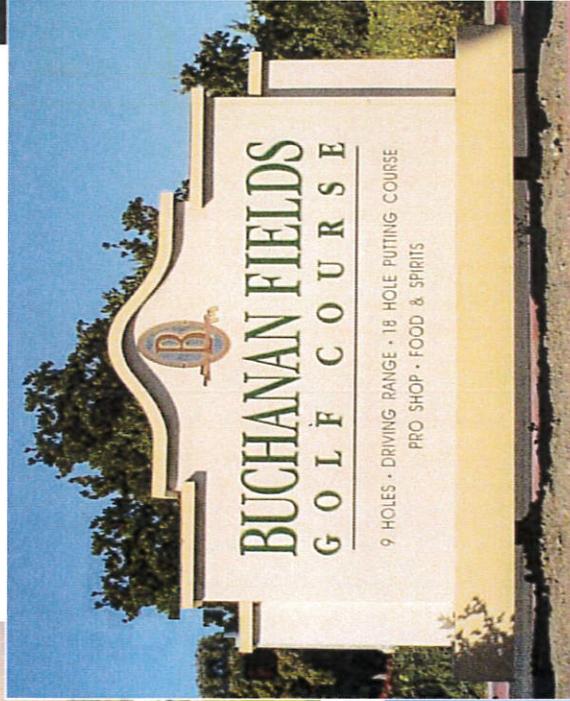
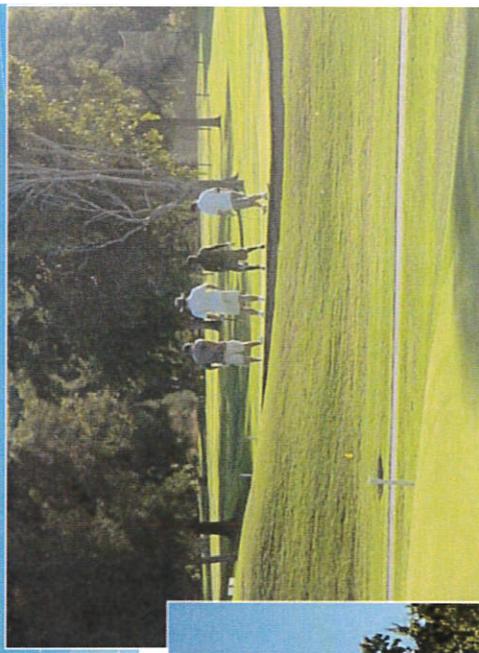
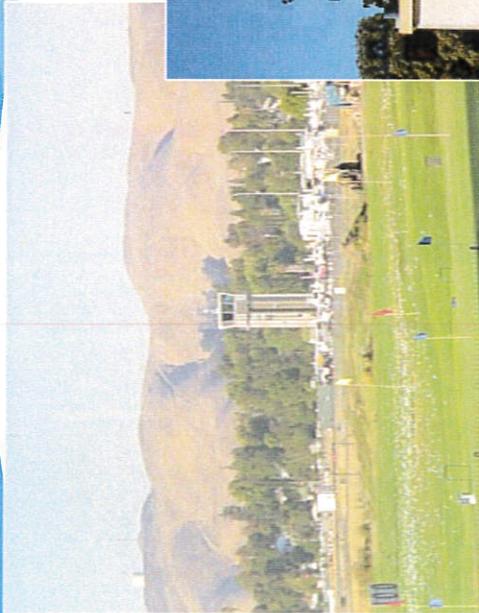
Buchanan Field Retail Shops



Buchanan Field Car Dealerships



Buchanan Field Golf Course



Byron Airport Patriot Jet Team Foundation

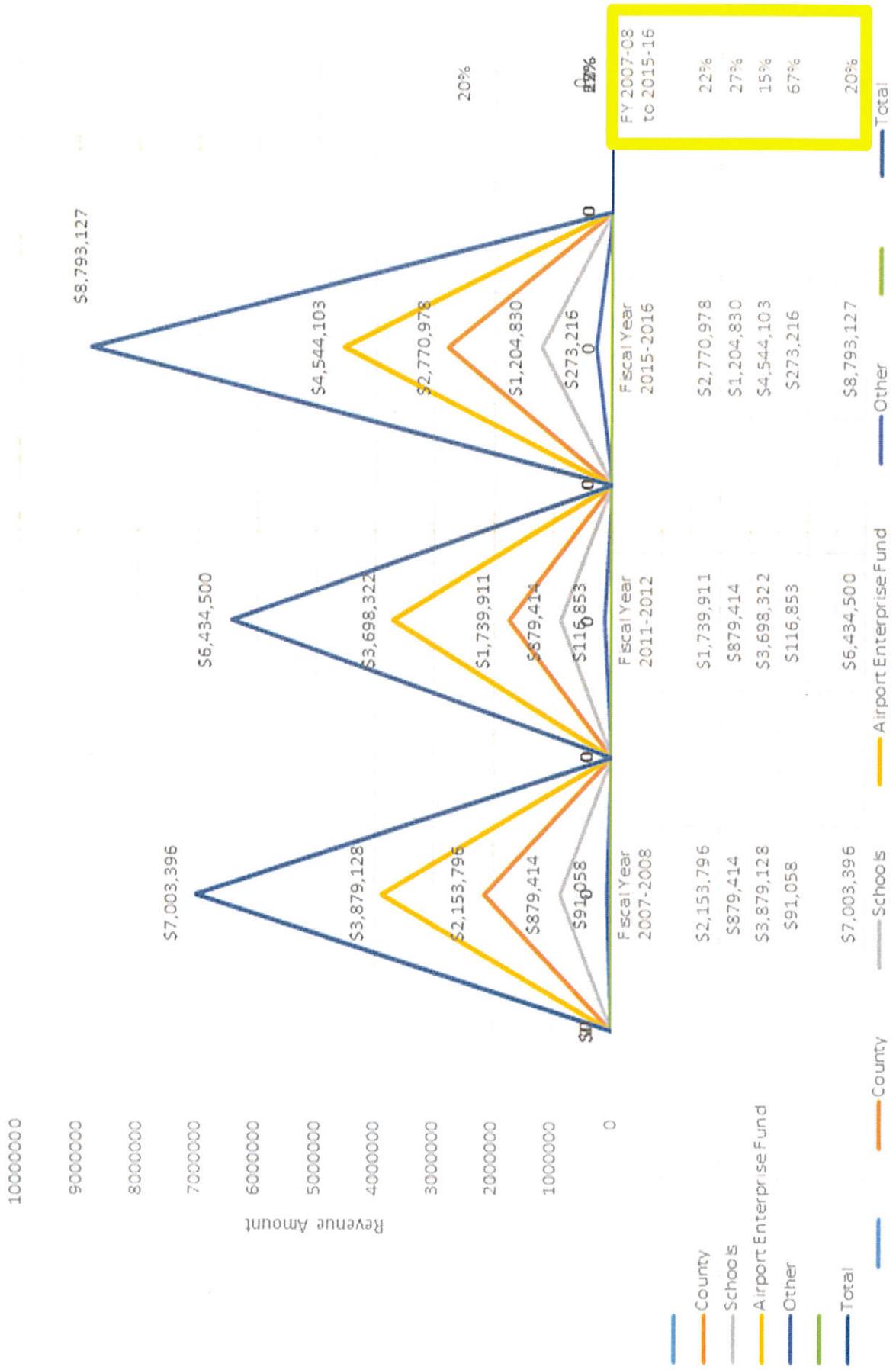


Byron Airport Bay Area Skydiving



Photographer: Roy Muller

Revenue Distribution and Change from FY 2007-08 to FY 2015-16



Annual Regional Economic Impact

(2016 Values)

Contra Costa County Airports

- \$105.93 Million Economic Output
- 828 Jobs
- \$8 million in State and Local revenue
- \$10.2 million in Federal Tax Revenue

Buchanan Field Airport

- \$103.84 Million Economic Output
- 808 Jobs
- \$7.9 million in State and Local revenue
- \$10 million in Federal Tax Revenue

Byron Airport

- \$2.09 Million Economic Output
- 20 Jobs
- \$96,000 in State and Local revenue
- \$200,000 in Federal Tax Revenue

Annual Airport Generated Revenue Contribution to County and Others

* Airport business activity has resulted in a 37% revenue increase to the County and 27% increase to schools from possessory interest tax since 2012.

***Other recipients:**

CCC Library, CCC Fire Protection, CCC Flood Control, CCC Water Agency, CCC Sanitary, BART, EBMUD, EBRPD, BAAQMD, East CC Irrigation, BBID, CC Community College, Cities of: Brentwood, Clayton, Concord, Danville, El Cerrito, Hercules, Martinez, Moraga, Pittsburg, Pinole, Pleasant Hill, San Pablo, Walnut Creek, and more.

Recipients of Airport Generated Tax
(Fiscal Year 2015-2016)



New Aviation Development Benefit to Contra Costa County

EXAMPLE

- * New Executive Hangar construction valued at \$8 million
- * 10 aircraft (new to airfield) based at the new hangar, valued at:
 - * 5 at \$1 million
 - * 3 at \$3 million
 - * 1 at \$6 million
 - * 1 at \$60 million
- * The possessory interest tax contribution to the **County General Fund** from \$88 million in added value would be **\$545,600 per year***.



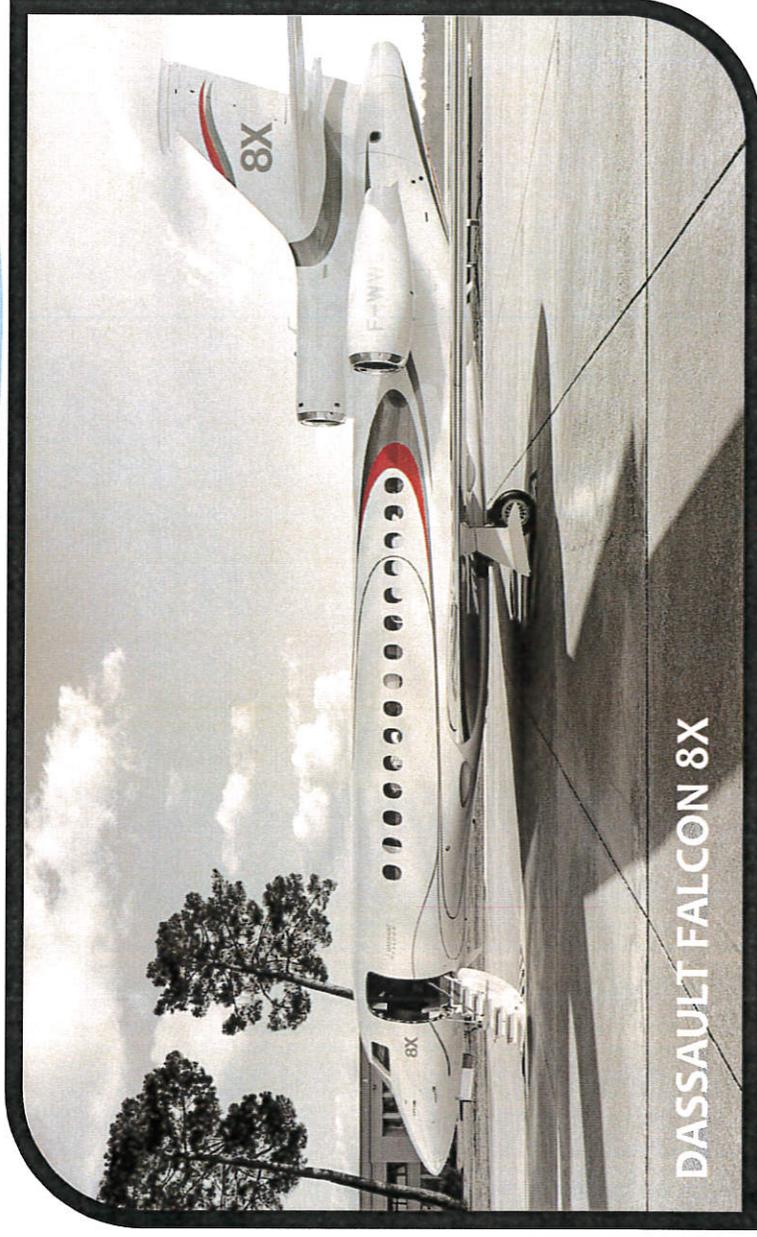
* Approximate contribution to General Fund calculated at 62% of 1% possessory interest tax

- * \$334,400 annually to schools and other recipients

The Difference of ONE Aircraft

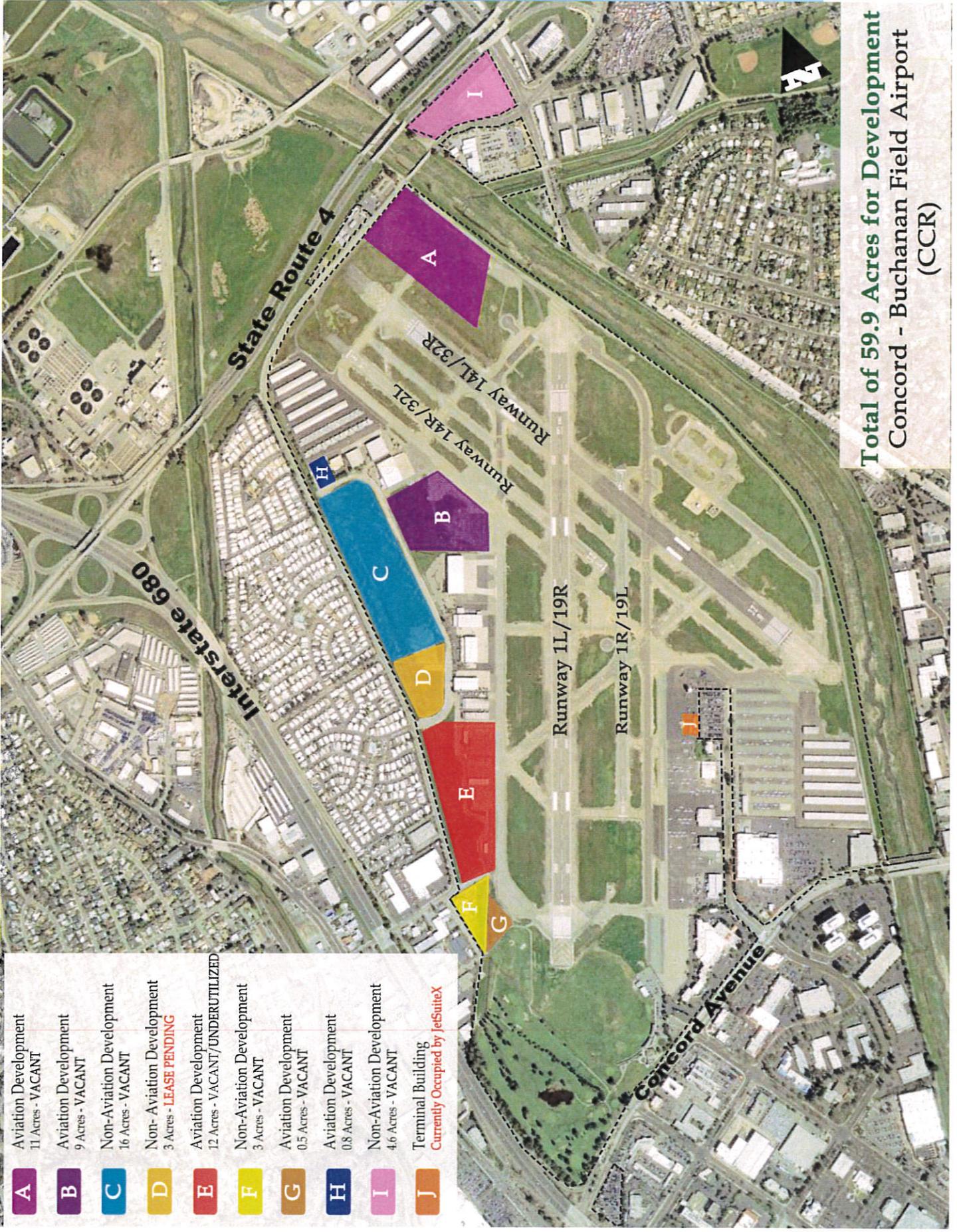
EXAMPLE

- * Attracting one aircraft such as the Dassault Falcon 8X, estimated value \$60 million, will provide **\$372,000 annually*** to the County General Fund
 - * \$228,000 annually to schools and other recipients.

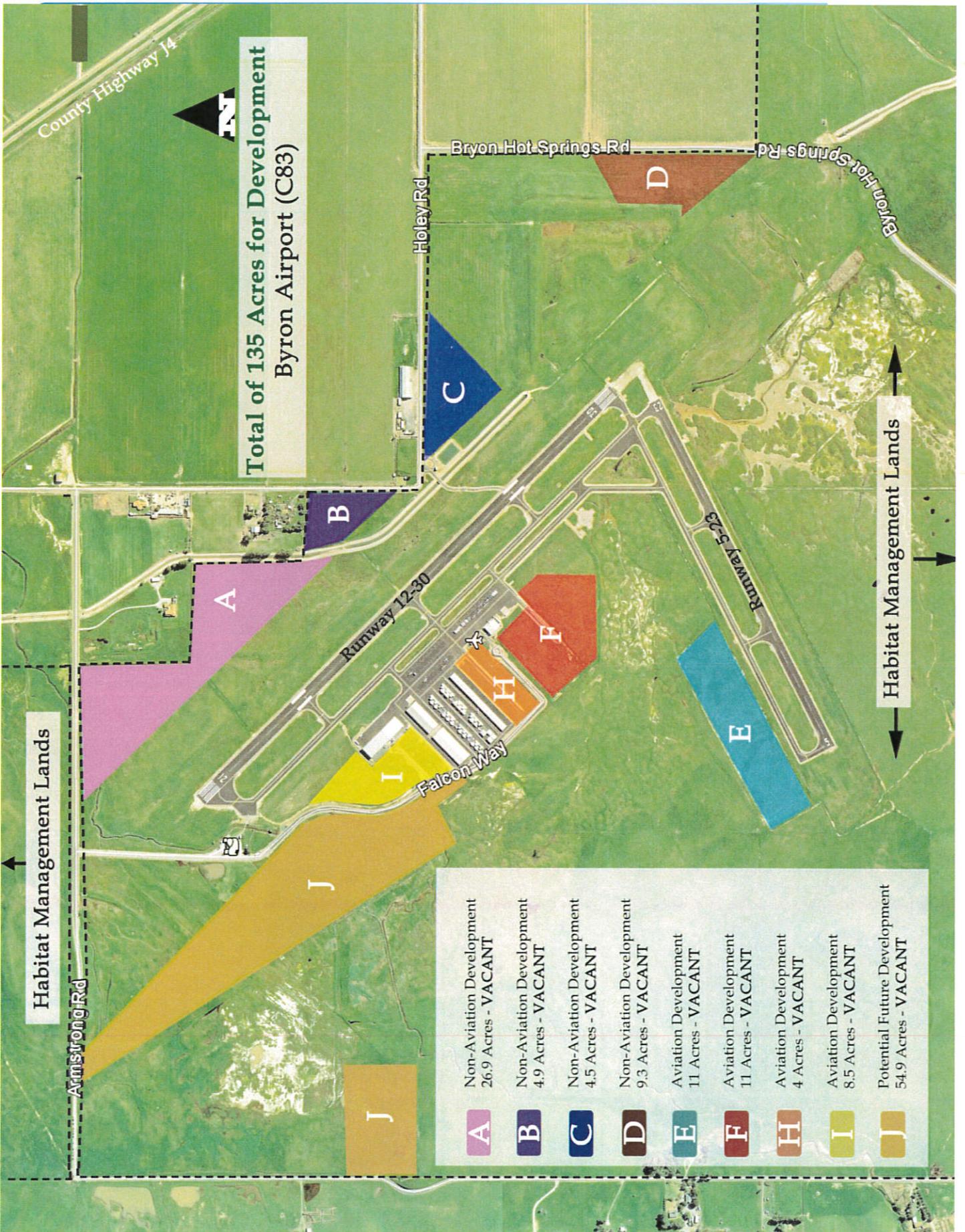


*Approximate contribution to General Fund calculated at 62% of 1% possessory interest tax

A	Aviation Development 11 Acres - VACANT
B	Aviation Development 9 Acres - VACANT
C	Non-Aviation Development 16 Acres - VACANT
D	Non-Aviation Development 3 Acres - LEASE PENDING
E	Aviation Development 12 Acres - VACANT/UNDERUTILIZED
F	Non-Aviation Development 3 Acres - VACANT
G	Aviation Development 0.5 Acres - VACANT
H	Aviation Development 0.8 Acres - VACANT
I	Non-Aviation Development 4.6 Acres - VACANT
J	Terminal Building Currently Occupied by JeSuietX



**Total of 59.9 Acres for Development
Concord - Buchanan Field Airport
(CCR)**



Habitat Management Lands

Armstrong Rd

Total of 135 Acres for Development
Byron Airport (C83)

Holley Rd

Bryon Hot Springs Rd

Habitat Management Lands

A	Non-Aviation Development 26.9 Acres - VACANT
B	Non-Aviation Development 4.9 Acres - VACANT
C	Non-Aviation Development 4.5 Acres - VACANT
D	Non-Aviation Development 9.3 Acres - VACANT
E	Aviation Development 11 Acres - VACANT
F	Aviation Development 11 Acres - VACANT
H	Aviation Development 4 Acres - VACANT
I	Aviation Development 8.5 Acres - VACANT
J	Potential Future Development 54.9 Acres - VACANT

County Highway J4



Runway 12-30

Falcon Way

Runway 5-23

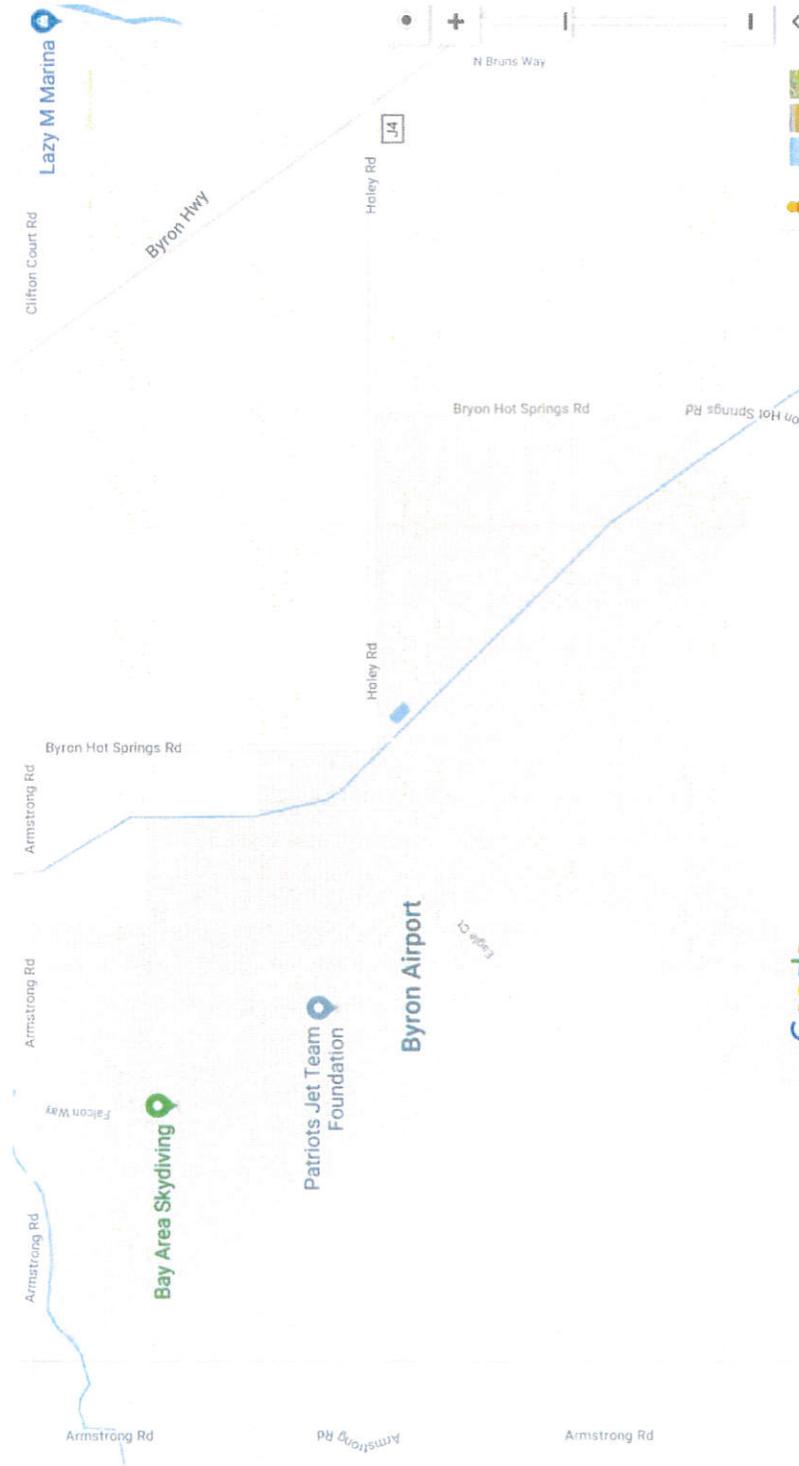


**Contra Costa County Airports
Buchanan Field & Byron**

Linking Transportation, Business and the Community
ContraCostaCountyAirports.org

(844) Fly-ToUs or (844) 359-8687

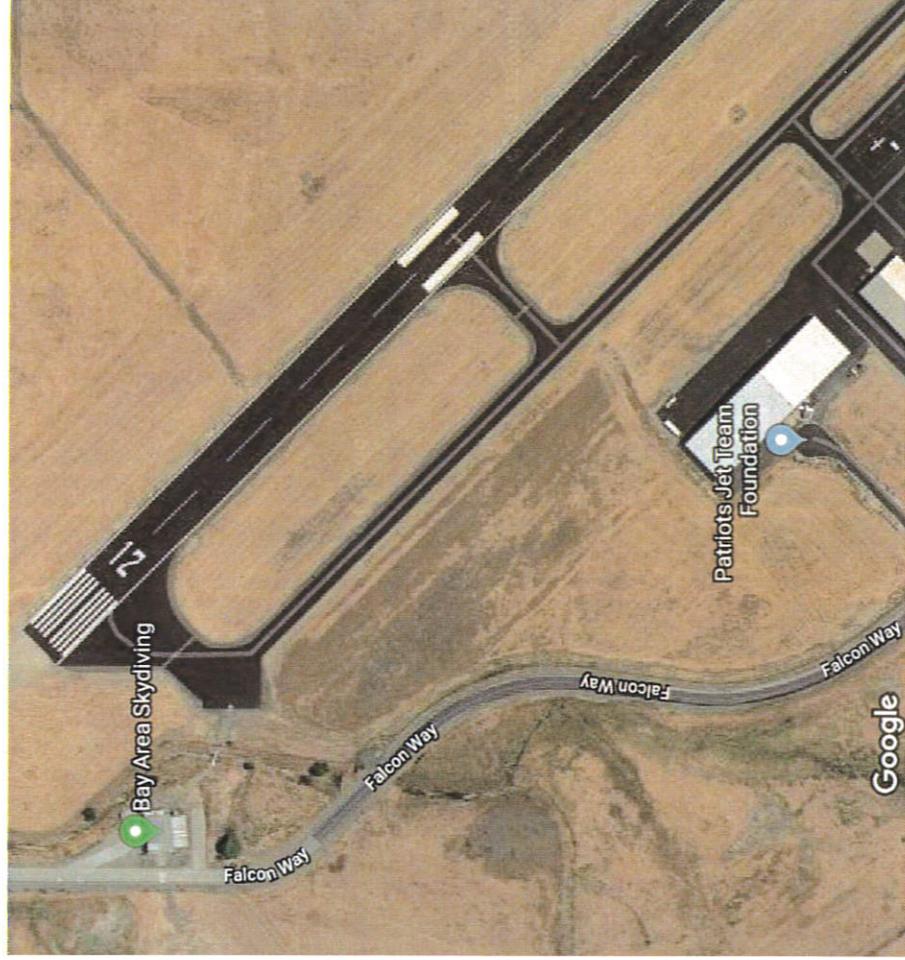
Geographical Location of Byron Airport



Overhead View of Byron Layout



Identification of key areas: Skydiving & Patriot Jets:
These locations are less suitable due to parking and access issues.



Overhead view of the Terminal Building & associated areas



Green Area would be artificial turf over existing dirt area; Blue Line is existing fencing;
Red line is new 42" high safety fence as barrier to driveway

