

Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord, CA 94520
Thursday, July 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 May 10, 2018 and April 12, 2018 Revised Meeting Minutes**
4. **Consider Consent Items**
 - a. Approval of Airport Noise Report & Statistics Report (April & May 2018)
 - b. Approval of Relevant Board Actions that Occurred from May 1 – June 26, 2018
5. **Presentations**
 - a. Presentation of the Final Rates and Charges for Contra Costa County Airports
6. **Discussion/Action Items**
 - a. Discuss Items Pulled from Consent
 - b. Discuss the Protocol for Advisory Bodies When There is a Lack of a Quorum
 - c. Review and Discuss Nominees for the Contra Costa County Airports Recognition Award
 - d. Review and Approve Request to use Approximately \$49,250 of Mariposa Community Benefit Fund to Perform an Update to the Byron Airport Chapter of the Airport Land Use Compatibility Plan
 - e. Discuss the Update Regarding the Byron Airport Public Viewing Plaza Location
 - f. Discuss a Proposed Accessible Restroom at the Buchanan Field Viewing Plaza
 - g. Memorial to Acknowledge all Individuals and Businesses who Contributed to the Transformation of the Public Viewing Plaza
 - h. Discuss the Update Regarding the 4.6 Acre Parcel on the Northwest Corner of Marsh and Solano Drive
 - i. Discuss the June 8, 2018 Eastern Contra Costa Envision East County Summit that was held at the Byron Airport
 - j. Discuss the Airport Committee June 13, 2018 meeting
 - k. Discuss the Airport Land Use Commission's May 17 and June 21, 2018 Meetings
7. **Future Agenda Items**
8. **Adjourn**

Next AAC Meeting (Tentative): August 9, 2018 at 10:00 am
Next Airport Committee Meeting: July 18, 2018 at **12:00 pm**



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	Y	Y	Y							1
Mike Bruno	Airports Bus. Assoc.	michael@sterlingav.com	Y	ABS	ABS	Y	Y	ABS							3
Eric Meinbress	Member at Large	ericmeinbress@comcast.net	Y	Y	Y	Y	Y	ABS							1
Ronald Reagan	District 3	ron@rmsea.com	Y	Y	Y	Y	ABS	ABS							2
Derek Miims	City of Pleasant Hill	derekmims@hotmail.com	Y	Y	Y	ABS	ABS	Y							2
Russell Roe	District 5	russroe@pacbell.net	Y	Y	Y	Y	Y	Y							
Keith McMahan	City of Concord	keithcmcmahon@gmail.com	Y	ABS	Y	ABS	Y	ABS							3
Roger Bass	District 2	twofivexray@yahoo.com	ABS	Y	Y	Y	Y	Y							1
Maurice Gunderson	Member at Large	mauricegunderson@mac.com	Y	ABS	ABS	Y	Y	Y							2
Tom Weber	District 4	Tr-weber@sbcglobal.net	Y	Y	Y	Y	Y	Y							
Emily Barnett	Member at Large	emilyebarnett@gmail.com	Y	Y	Y	Y	Y	ABS							1
VACANT	Airport Neighbor - Pacheco		-----	-----	-----	-----	-----	-----							
VACANT	Airport Neighbor - Byron		-----	-----	-----	-----	-----	-----							
Was There a Quorum? Y or N															

ABS = Absent, Y = Present, N = No

TERM EXPIRATION AND TRAINING CERTIFICATION

AAC Members	Representing	Term Expiration Date	Brown Act & Better Gov't Ordinance Video Completion Date	Ethics Orientation for County officials Completion Date
Dale Roberts	District 1	2/29/20	8/6/17	9/13/17
Mike Bruno	Airports Bus. Assoc.	2/28/19		
Eric Meinbress	Member at Large	2/29/20	1/7/18	1/7/18
Ronald Reagan	District 3	2/28/21	4/12/16	4/12/16
Derek Miims	City of Pleasant Hill	2/28/21	1/12/17	1/12/17
Russell Roe	District 5	2/29/20	1/15/18	1/15/18
Keith McMahan	City of Concord	2/28/19	3/4/18	3/4/18
Roger Bass	District 2	2/28/21	5/9/18	6/25/18
Maurice Gunderson	Member at Large	2/28/21	4/5/16	4/6/16
Tom Weber	District 4	2/29/20	4/1/16	4/1/16
Emily Barnett	Member at Large	2/28/19	3/10/17	3/10/17
VACANT	Airport Neighbor - Pacheco			
VACANT	Airport Neighbor - Byron			

DRAFT



*CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
May 10, 2018*

MEETING CALLED: Chair, Maurice Gunderson called the meeting to order at 10:00 AM.

PRESENT: **Emily Barnett, Secretary**, Member At-Large
Roger Bass, District II
Mike Bruno, Airport Business Association
Dale Roberts, District I
Maurice Gunderson, Chair, Member At-Large
Keith McMahon, City of Concord
Russell Roe, District V
Eric Meinbress, Member At-Large
Tom Weber, Vice Chair, District IV

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

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

**OPENING COMMENTS
BY CHAIR:**

Maurice Gunderson introduced himself as the new Chair on the Aviation Advisory Committee (AAC) and welcomed the attendees.

**PUBLIC COMMENT
PERIOD:**

Richard Spatz made a public comment regarding the portable restroom at the Buchanan Field Airport observation plaza. He requested it be converted to be handicap accessible for convenience purposes in regards to changing diapers and having a baby stroller. This item will be placed on the next AAC agenda for June.

Diane Cole made a public comment regarding recognition of The Ninety-Nines, Inc., International Organization of Women Pilots and their history for their contribution in painting the airport diagram and compass rose at the Buchanan Field observation plaza. This item will be placed on the next AAC agenda for June.

Beth Lee reported that the Board of Supervisors (Board) approved adding two Airport Neighbor position on the AAC. Staff will put out a solicitation starting May 11, 2018 with an application deadline of June 1, 2018 at 4:00 PM.

Keith Freitas asked that the AAC be adjourned in memory of longtime pilot: Paul Wirkkala and longtime pilot and business owner: Ken Hofmann.

**APPROVAL OF
REVISED 3/8/18
MINUTES:**

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

**APPROVAL OF
4/12/18 MINUTES:**

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

**APPROVAL OF
CONSENT ITEMS:**

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

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

Tom Weber pulled the airport noise report and statistics for March 2018. A Pleasant Hill resident contacted a member of the AAC regarding the noise and aircraft activity taking place above residence. Tom Weber and Derek Mims met with the resident to go over Contra Costa County's (the airport) noise program and explained the various operations of the airports. The outcome was successful. The AAC and Airport staff continue to work diligently with the community on noise related issues.

b. Recap of the 10TH Annual Tenant Appreciation Barbeque (BBQ) on Thursday, May 3, 2018 from 11:30AM - 2PM

Keith Freitas reported that the 10th Annual Tenant Appreciation BBQ was a success and had positive feedback from tenants. Brisket was served for the 10th anniversary and had an attendance count of approximately 325-350 people. Keith thanked Anne O (District IV Office of Supervisor Mitchoff) for her assistance during the BBQ. The AAC thanked Airport staff for all the work and planning that was put into the event.

c. **Review and Discuss Holding the Aircraft Owners and Pilots Association (AOPA) Regional Fly-In Event at Buchanan Field in 2021 or 2022**

The AOPA holds annual fly-in events at several airports around the county. Airport staff discussed hosting an AOPA event in the year 2021 or 2022. Staff has the support from the three Fixed-Based Operators (FBO) at Buchanan Field. Before staff requests approval from the Board, they asked the AAC for input regarding the proposed event. The AAC was supportive and stated that the event would bring in thousands of pilots to the area and would be a positive approach in marketing both airports.

d. **Discuss the Update Regarding the Byron Airport Public Viewing Plaza Location**

Maurice Gunderson gave a recommendation to form a working group and put together a proposal that would include the specifics and a planned budget in regards to an observation viewing plaza at Byron Airport. Maurice asked the committee for volunteers. The AAC volunteered Ronald Reagan and Keith McMahan volunteered himself. The AAC and Airport staff will continue to provide updates on the proposed project.

e. **Discuss the Update Regarding the 4.6 Acre Parcel Solicitation and Select an AAC Member for the Selection Committee**

This piece of property is located on the northwest corner of Marsh and Solano Drive. Airport staff received seven letters of interest (LOI). After the LOI deadline, staff send out a Request for Proposals (RFP) notice to the seven interested parties with a submission deadline of May 25, 2018 at 4:00 PM. A selection committee will commence to evaluate those proposals on June 13, 2018.

f. **Discuss the Update Regarding Byron Maintenance Hangar Solicitation**

This hangar is located next to the Administration Terminal building at Byron Airport and reverted back to the County when Bay Area Skydiving gained new ownership in February 2018. Staff received two LOI. Staff then sent out a RFP to the two interested parties with a submission deadline of April 26, 2018 at 4:00 PM. Staff received one proposal and will evaluate the proposal, then make a determination on how to proceed.

g. **Discussion and Action on the AAC's Proactive Outreach to Appointing Bodies**

Maurice Gunderson explained to Airport staff the AAC's interest in the future economic viability for Buchanan Field and Byron Airport, and asked the AAC for input and feedback on basic outreach ideas to help promote and educate the public on the importance of both airports. It was recommended by staff that the AAC form a working group and discuss the target audiences. It was also recommended to start with service groups of the general public and note the type of reaction received, then augment the presentations accordingly for other target audiences.

h. Discuss the Airport Layout Plan (ALP) Update for CCR with Runway Extension Analysis

The Airports division received a federal grant to update the ALP. Along with updating the various land uses, staff would also like to perform an updated analysis of a runway extension. Airport staff are currently looking at options to understand the cost, implications and benefits in order to make an informed decision as to the future of Buchanan Field. Staff will continue to provide updates for the proposed project.

Keith McMahon made a motion to support adding a runway extension analysis to the ALP project.

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

FUTURE AGENDA ITEMS/COMMENTS

- Discuss the Recognition of 99's Construction and their History at the Buchanan Field Viewing Plaza
- Discuss a Proposed Handicap Restroom at the Buchanan Field Viewing Plaza

ADJOURNMENT: The meeting was adjourned by the Chair at 11:08 AM.

DRAFT



*CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
April 12, 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
Mike Bruno, Vice Chair, Airport Business Association
Maurice Gunderson, Member At-Large
Eric Meinbress, Member At-Large
Ronald Reagan, Chair, District III
Dale Roberts, District I
Russell Roe, District V
Tom Weber, District IV

ABSENT: **Derek Mims**, City of Pleasant Hill
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:**

There was no public comment.

**APPROVAL OF
April 12, 2018
MINUTES:**

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

APPROVAL OF

CONSENT ITEMS:

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

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

The March 8, 2018 minutes were pulled. It was mentioned there was lack of information regarding agenda item 6.d – the Byron General Plan Amendment (GPA). The March 8, 2018 minutes will be amended per the request of the AAC member and up for approval at the next AAC meeting tentatively scheduled for May 10, 2018.

b. Recap of the 10TH Annual Tenant Appreciation Barbeque (BBQ) on Thursday, May 3, 2018 from 11:30AM - 2PM

Keith Freitas stated that the 10th Annual Tenant Appreciation BBQ was a success and had positive feedback from tenants. Brisket was served for the 10th anniversary and had an attendance count of approximately 325-350 people. Keith thanked Anne O (District IV Office of Supervisor Mitchoff) for her assistance during the BBQ.

c. Review and Discuss Holding the Aircraft Owners and Pilots Association (AOPA)

Two items were discussed at the March 14, 2018 Airport Committee meeting: 1) rates and charges; and 2) AAC bylaws. The Board of Supervisors (Board) were supportive of the proposed rates and charges changes. The next step will be to take the proposed rates and charges to the Board for approval with the implementation to be effective on January 1, 2019. Along with the rates and charges, Airport Staff is also working with County Counsel on revising the current hangar rental agreements to be consistent with the proposed rates and charges, which Keith Freitas explains will be the lengthy part of the process.

The Airport Committee also discussed the changes to the AAC's current bylaws: 1) increase in number of AAC members from eleven to thirteen; 2) two neighbor seats, one which will represent the Town of Pacheco and one which will represent the general communities surrounding Byron Airport (Brentwood, Byron, Knightsen, Discovery Bay, knightsen, or Discovery Bay); 3) refer AAC At-Large and Neighbor seat recruitments to the Airport Committee; and 4) reflect the County's requirements to complete the Ralph M. Brown Act, the County's Better Government Ordinance, and Ethics Orientation trainings within 90 days of appointment/reappointment. The next step will be to take the proposed changes to the Board for approval within the next 30 days.

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

Ronald Reagan nominated Maurice Gunderson for Chairperson, Tom Weber as Vice-Chairperson, and Emily Barnett as Secretary on the AAC. No further nominations were made.

A motion was made to elect Maurice Gunderson as Chairman.

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

A motion was made to elect Tom weber as Vice-Chairperson

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

A motion was made to elect Emily Barnett as Secretary.

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

e. Discuss the Update Regarding the Byron Airport Public Viewing Plaza Location

Tom Weber met with Rich Spatz and Randy Howell to look at potential locations for a public viewing plaza at the Byron Airport. The AAC discussed three possible locations: Patriots Jet Team, Bay Area Skydiving, or the Administration Terminal building. These three areas were chosen because they have the highest activity. It was mentioned that while the three areas referenced above have the highest activity, they lack proper parking and access required for the proposed Byron observation plaza project.

The AAC expressed concerns on the following issues: 1) location; 2) funding; and 3) communities of the area. It was suggested that a working group be formed to discuss the proposed project further until the next meeting in May. A formalized vote will be made once the AAC follows-up with the working group. Airport Staff will continue to provide updates as the proposed project progresses.

f. Discuss the Update Regarding the 3 Acre Buchanan Field Business Park Development

On Tuesday, April 10, 2018, the Board approved to lease with Montecito to develop a business park on the northeast corner of Marsh and Sally Ride Drive. Montecito will next start the building process. Montecito is looking to break ground within seven to eight months.

g. Discuss the Update Regarding the 4.6 Acre Parcel Solicitation and Select an AAC Member for the Selection Committee

The prior selected master developer was unable to perform. Airport staff proactively solicited for new development interest in the parcel. The solicitation closes on Friday, April 13, 2018 at 4 PM. Airport staff currently has six interested parties and are hoping to receive at least one more letter of interest. After the deadline, stage two [Request for Proposals (RFP)] will begin and a selection committee will commence to evaluate those proposals. Staff requested a volunteer from the AAC to be on the selection committee – Russell Roe volunteered. The tentative RFP review date is June 13, 2018.

A motion was made to approve Russell Roe:

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

h. Discuss the Update Regarding Byron Maintenance Hangar Solicitation and Select an AAC Member for the Selection Committee

This hangar is located next to the Administration Terminal building at Byron Airport. There are currently two interested parties that are in the process of finalizing their response to the RFP. The submission deadline is Thursday, April 26, 2018 at 4 PM. Assuming staff receives more than one proposal back, staff requested another volunteer from the AAC to be on the selection committee – Roger Bass volunteered to be on the committee.

A motion was made to approve Roger bass:

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

i. Discuss the Update Regarding the 36 Acres of Vacant Airport-Owned Lan Solicitation at Byron

The competitive solicitation for letters of interest (LOI) closed Monday, April 2, 2018. No additional letters of interest were received and staff will be forwarding a request to negotiate with the one party to the Board and move forward with the one interested party on April 24, 2018. Staff plans to start the lease, but the process cannot be completed until the environmental and related GPA processes are complete. Staff will continue to provide updates as the proposed project moves forward.

j. Discuss the Project to Reskin and Install New Doors to the East Ramp F-Row

The proposed estimated cost to reskin one row of hangars on the East ramp Staff is between \$500,000 - \$800,000 depending on whether gutter and/or a new roof are included. Staff is completing the construction bid package. Depending on completion timing, the project may proceed in later 2018 or spring 2019. Staff will continue to provide updates as the proposed project moves forward.

k. Review and Discuss the next steps for the Reconstruction & Overlay Project on Runway 14L/32R

There are no changed regarding the reconstruction and overlay project at this time. A Modification of Standards (MoS) was submitted to the FAA back August 2017 to allow for the Cold In-Place Recycling. The process is the most environmental and financially

beneficial method. Staff will keep the AAC informed of any changes.

FUTURE AGENDA ITEMS/COMMENTS

- Discuss the Recognition of 99's Construction and their History at the Buchanan Field Viewing Plaza
- Discuss a Proposed Handicap Restroom at the Buchanan Field Viewing Plaza

ADJOURNMENT: The meeting was adjourned by the Chair at 11:08 AM.

Noise Abatement Statistics

April 2018

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2018	2018	2017	2018	2017	
TOTAL NUMBER OF COMPLAINTS	10	15	10	62	55	13%
LOCATION OF COMPLAINTS						
Concord	4	9	4	35	12	192%
Pleasant Hill	1	1	1	9	15	-40%
Pacheco	1	1	0	1	2	-50%
Martinez	1	1	1	1	10	-90%
Byron	0	0	0	0	0	0%
Other	3	3	4	12	15	-20%
Subtotal	10	15	10	58	54	7%
Special Events	0	0	0	4	1	300%
Total Number of Complaints	10	15	10	62	55	13%
COMPLAINTS ASSOCIATED WITH						
Buchanan Field Airport		10	6	42	37	
Byron Airport		0	0	0	0	
Law Enforcement/Lifeguard Lights		2	3	6	5	
Non-associated		3	1	14	13	
TIME OF INCIDENT						
Day (0700 - 1700)		10	6	41	40	
Evening (1700 - 2200)		3	2	13	9	
Night (2200 - 0700)		2	1	7	3	
All Times		0	1	1	3	
TYPE OF COMPLAINT						
Noise		9	2	29	29	
Low Flying		1	3	7	7	
Noise and Low Flying		5	4	24	16	
Too Many Aircraft		0	0	0	2	
Other		0	1	2	1	
TYPE OF AIRCRAFT						
Jet		1	0	14	6	
Propeller		8	4	22	21	
Helicopter		2	4	11	16	
All Types		0	1	6	3	
Unknown		4	1	9	9	
TOTAL AIRCRAFT OPERATIONS						
		11,295	10,167	38,228	36,185	6%
COMPLAINTS PER 10,000 OPERATIONS						
		13	10	16	15	7%
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY						
		9	6	11	10	7%

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

February
 2- Non-Assoc-Unknown Activity - Antioch

March
 1- non assoc jets walnut creek
 1- non assoc prop noise concord
 1- non assoc pge helicopter pittsburg
 4- Special Event non assoc national guard

April
 (1)-Non.Assoc.-Unknown-Antioch
 (1) Non Assoc.-News Helicopter
 (1) Non Assoc.-Prop Walnut Creek

Year to Date
 (3) Concord Households with 26 complaints

Contra Costa County Airports Monthly Operations Report

April 2018					
	April 2018	April 2017	YTD 2018	YTD 2017	% CHANGE 2017/2018
AIRCRAFT OPERATIONS					
Total Operations	11,295	10,167	38,424	36,185	6%
Local Operations	6,375	5,516	21,480	20,265	6%
Itinerant Operations	3,687	3,502	12,353	11,801	5%
Total Instrument Ops	1,004	910	3,864	3,354	15%
FUEL FLOWAGE					
100 Octane	20,733	22,342	73,711	80,708	-9%
Jet Fuel	107,633	82,425	421,193	361,119	17%
Total	128,366	104,767	494,904	441,827	12%
BYRON INFORMATION					
Byron Fuel	8,588	16,040	32,309	41,468	-22%
SKYDIVERS*					
Number of Flights	n/a	117	56	258	n/a
Experienced Jumps	n/a	550	484	1,284	n/a
First Time Jumps	n/a	184	111	514	n/a
Student Jumps	n/a	14	16	50	n/a
Glider Operations^					
Tow Aircraft	202	0	694	0	n/a
Glider Aircraft	202	0	694	0	n/a

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

^ Tracking began May 2017

Noise Abatement Statistics

May 2018

	# Of Callers		Complaints		YTD	YTD	% CHANGE
	2018	2018	2017	2018	2017		
TOTAL NUMBER OF COMPLAINTS	7	10	16	72	71	1%	
LOCATION OF COMPLAINTS							
Concord	4	7	4	42	16	163%	
Pleasant Hill	2	2	8	11	23	-52%	
Pacheco	0	0	1	1	3	-67%	
Martinez	0	0	0	1	10	-90%	
Byron	0	0	0	0	0	0%	
Other	0	0	3	21	18	17%	
Subtotal	6	9	16	67	70	-4%	
Special Events	1	1	0	5	1	400%	
Total Number of Complaints	7	10	16	72	71	1%	
COMPLAINTS ASSOCIATED WITH							
Buchanan Field Airport		9	10	51	47		
Byron Airport		0	0	0	0		
Law Enforcement/Lifeguard Lights		0	2	6	7		
Non-associated		1	4	15	17		
TIME OF INCIDENT							
Day (0700 - 1700)		6	13	47	53		
Evening (1700 - 2200)		4	0	17	9		
Night (2200 - 0700)		0	3	7	6		
All Times		0	0	1	3		
TYPE OF COMPLAINT							
Noise		2	8	31	37		
Low Flying		3	1	10	8		
Noise and Low Flying		5	5	29	21		
Too Many Aircraft		0	2	0	4		
Other		0	0	2	1		
TYPE OF AIRCRAFT							
Jet		3	1	17	7		
Propeller		7	1	29	22		
Helicopter		0	2	11	18		
All Types		0	8	6	11		
Unknown		0	4	9	13		
TOTAL AIRCRAFT OPERATIONS							
		10,803	10,206	49,227	46,391	6%	
COMPLAINTS PER 10,000 OPERATIONS							
		9	16	15	15	-4%	
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY							
		8	10	10	10	2%	

January

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

February

2- Non-Assoc-Unknown Activity - Antioch

March

1- non assoc jets walnut creek
1- non assoc prop noise concord
1- non assoc pge helicopter pittsburg
4- Special Event non assoc national guard

April

(1)-Non.Assoc.-Unknown-Antioch
(1) Non Assoc.-News Helicopter
(1) Non Assoc.-Prop Walnut Creek

May

(1)- Special Event Centennial Airmail

Year to Date

(3) Concord Households with 31 complaint

Contra Costa County Airports Monthly Operations Report

May 2018

	May 2018	May 2017	YTD 2018	YTD 2017	% CHANGE 2017/2018
AIRCRAFT OPERATIONS					
Total Operations	10,803	10,206	49,227	46,391	6%
Local Operations	5,564	5,010	27,044	25,275	7%
Itinerant Operations	3,691	3,957	16,044	15,758	2%
Total Instrument Ops	1,234	1,078	5,098	4,432	15%
FUEL FLOWAGE					
100 Octane	25,156	27,381	98,867	108,089	-9%
Jet Fuel	119,887	102,023	541,080	463,142	17%
Total	145,043	129,404	639,947	571,231	12%
BYRON INFORMATION					
Byron Fuel	7,398	15,381	39,707	56,849	-30%
SKYDIVERS*					
Number of Flights	n/a	109	56	367	n/a
Experienced Jumps	n/a	618	484	1,902	n/a
First Time Jumps	n/a	186	111	700	n/a
Student Jumps	n/a	17	16	67	n/a
Glider Operations^					
Tow Aircraft	102	0	796	0	n/a
Glider Aircraft	102	0	796	0	n/a

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

^ Tracking began June 2017

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

The following certified Board Orders are attached:

May 8, 2018

APPROVE and AUTHORIZE modifying the Aviation Advisory Committee Bylaws to (i) increase the number of members from eleven to thirteen, by adding one member from the Buchanan Field Airport community and one member from the Byron Airport community, and (ii) require all members to complete the Ralph M. Brown Act, the County's Better Government Ordinance, and Ethics Orientation trainings within ninety (90) days of appointment/reappointment, as recommended by the Airports Committee. (No Fiscal Impact)

May 22, 2018

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with A & M Steel Construction Inc. for a T-hangar at Buchanan Field Airport effective May 5, 2018 in the monthly amount of \$394.10, Pacheco area (District IV).

June 12, 2018

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute an amendment to the Consulting Services Agreement with Kimley-Horn and Associates, Inc. to add an additional subconsultant to perform runway extension analysis. (100% Airport Enterprise Fund)

June 26, 2018

AUTHORIZE the Director of Airports, or designee, to select a master developer and negotiate a ground lease and development terms between the County, as Landlord, and one of two parties in priority ranking order that submitted a proposal to develop approximately 4.6 acres of land on the northwest corner of Marsh Drive and Solano Avenue at the

Buchanan Field Airport, (100% Airport Enterprise Fund).

June 26, 2018

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

June 26, 2018

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Jim Agua for a Shade hangar at Buchanan Field Airport effective June 14, 2018 in the monthly amount of \$177.07, Pacheco area. (100% Airport Enterprise Fund)



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: June 12, 2018

Subject: APPROVE AND AUTHORIZE AMENDMENT 1 TO CONSULTING SERVICES AGREEMENT WITH
KIMLEY-HORN AND ASSOCIATES

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute an amendment to the Consulting Services Agreement with Kimley-Horn and Associates, Inc. to add an additional subconsultant to perform runway extension analysis. (100% Airport Enterprise Fund)

FISCAL IMPACT:

There is no negative impact on the General Fund. All contract costs will be paid by the Airport Enterprise Fund.

BACKGROUND:

Kimley-Horn and Associates, Inc. (Contractor) would like to have Coffman Associates added to their Consulting Services Agreement as one of their sub-contractors to perform a requested runway extension analysis for Buchanan Field Airport.

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

Action of Board On: **06/12/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

- AYE:
- John Gioia, District I Supervisor
 - Candace Andersen, District II Supervisor
 - Diane Burgis, District III 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: June 12, 2018
David J. Twa, County Administrator and Clerk of the Board of Supervisors

- ABSENT:
- Karen Mitchoff, District IV Supervisor

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, Contractor will not be able to use Coffman Associates to perform the runway extension analysis, which will cause a delay in updating the Buchanan Field Airport Layout Plan.

ATTACHMENTS

Kimley-Horn CSA Amendment



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: June 26, 2018

Subject: CC Airports - Authorize to Select Master Developer & Negotiate Ground Lease & Development Terms-Approx. 4.6 Acres,County-Owned land @ CCR Pacheco (IV)

RECOMMENDATION(S):

AUTHORIZE the Director of Airports, or designee, to select a master developer and negotiate a ground lease and development terms between the County, as Landlord, and one of two parties in priority ranking order that submitted a proposal to develop approximately 4.6 acres of land on the northwest corner of Marsh Drive and Solano Avenue at the Buchanan Field Airport (Pacheco area, District IV).

FISCAL IMPACT:

There is no negative impact on the General Fund. The Airport Enterprise Fund would realize lease and other revenues. The County General Fund would realize sales tax and other revenues if a lease is successfully negotiated.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/26/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
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: June 26, 2018

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:

The development site is approximately 4.6 acres of land owned by the County and located on the northwest corner of Marsh Drive and Solano Avenue on the north side of Buchanan Field Airport. The parcel is designated for non-aviation use on the Buchanan Field Master Plan. The parcel is under the jurisdiction of the Buchanan Field Airport and is partially (approximately 20%) within the unincorporated County and the balance (approximately 80%) is within the City of Concord. As such, on July 20, 2016, the Board of Supervisors approved an agreement between Contra Costa County and the City of Concord regarding the entitlement process for development of this parcel and the apportionment of tax revenues.

On December 6, 2016, the Board of Supervisors authorized Airports Staff to negotiate lease terms with another entity. Unfortunately, the other entity was unable to proceed with its proposed development and they withdrew its development interest on March 9, 2018.

On March 13, 2018, the Contra Costa County Public Works – Airports Division proactively solicited and advertised for development interest in the 4.6-acre site. The competitive solicitation process was consistent with the Federal Aviation Administration Airports District Office’s guidance for airport property use. The Airports Division received seven (7) letters of interest from private parties to develop the subject site.

On April 16, 2018, Airports Division staff distributed a Request for Proposals to select a master developer to the seven interested parties. The proposals and a \$25,000 development deposit were due on May 25, 2018. The Airports Division received two complete proposals, one from Montecito Commercial Group, LLC and a joint proposal from StoragePRO, Inc. and the Deutscher Properties Corporation.

Consistent with the master developer selection process for projects that have a competitive interest, which was approved by the Board of Supervisors on May 23, 2006, a selection committee was convened to review and rank the proposals. The selection committee was comprised of Airports Division staff, a member of the Aviation Advisory Committee, and a City of Concord staff member. The selection committee reviewed the two excellent and worthy proposals. The proposal ranking outcome was determined by the following factors:

- Project land use, site plan and conceptual design
- Developer’s financial strength, financial plan, and proposed business terms
- Developer’s qualifications, track record, and experience
- Compliance with governing plans and policies
- Proposed development schedule

Applying the above factors, the proposal submitted by StoragePRO, Inc. and Deutscher Properties Corporation was top ranked by the selection committee. The Montecito Commercial Group, LLC was ranked a close second.

Development of this 4.6-acre vacant parcel for commercial use would expand economic development activity at Buchanan Field Airport and lead to increased revenues for the Airport Enterprise Fund. This development will also facilitate the growth and development as identified in the adopted Buchanan Field Airport Master Plan. A business proposal must be consistent with the Airport Master Plan and General Plan for consideration.

Unless and until a final lease agreement is fully executed by all parties, this Board Order, any draft lease agreement, other communications or conduct of the parties shall have absolutely no legal effect, may not be used to impose any legally binding obligation on the County and may not be used as evidence of any oral or implied agreement between the parties or as evidence of the terms and conditions of any implied agreement.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in initiating the developer selection process will result in a delay of developing vacant land at Buchanan Field Airport and may negatively impact the Airport Enterprise Fund and County General Fund.



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: June 26, 2018

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 Delmar A. Humbert and Denise Humbert for a T-hangar at Buchanan Field Airport effective March 1, 2018 in the monthly amount of \$394.10, Pacheco area (District IV).

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/shade hangars at Buchanan Field Airport. In 1977 Buchanan Airport Hangar Company amended their lease to allow for the construction of another 30-year lease

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/26/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

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ATTESTED: June 26, 2018

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

cc:

with Contra Costa County for the construction of seventeen (17) additional hangars.
Buchanan Airport Hangar Company was

BACKGROUND: (CONT'D)

responsible for the maintenance and property management of the property during the lease period.

On September 1, 2000, the ninety-three (93) t- and shade hangars at Buchanan Field reverted to the County ownership pursuant to the terms of the above lease.

On November 14, 2006, the Contra Costa County Board of Supervisors approved the form of the T-Hangar and Shade Hangar Rental Agreement for use with renting the County's t-hangars, shade hangars, medium hangars, and executive hangars at Buchanan Field Airport.

On February 16, 2007, the additional seventeen (17) hangars at Buchanan Field reverted back to the County pursuant to the above referenced lease. This row included six (6) large hangars which were not covered by the approved T-Hangar and Shade Hangar Rental Agreement.

On February 23, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Rental Agreement for use with the large East Ramp Hangars.

On January 16, 2009, Contra Costa County Board of Supervisors approved an amendment to the T-Hangar and Shade Hangar Rental Agreement and the Large Hangar Rental Agreement (combined "Hangar Rental Agreements") which removed the Aircraft Physical Damage Insurance requirement. The Hangar Rental Agreements are the current forms in use for rental of all the County hangars at Buchanan Field Airport.

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Hangar Rental Agmt - Delmar and Denise Humbert



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: June 26, 2018

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 Jim Agua for a Shade hangar at Buchanan Field Airport effective June 14, 2018 in the monthly amount of \$177.07, Pacheco area (District IV).

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$2,124.84 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/shade hangars at Buchanan Field Airport. In 1977 Buchanan Airport Hangar Company amended their lease to allow for the construction of another 30-year lease with Contra Costa County for the construction of seventeen (17) additional hangars.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 06/26/2018 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
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: June 26, 2018

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

cc:

Buchanan Airport Hangar Company was responsible for the maintenance and property management

BACKGROUND: (CONT'D)

of the property during the lease period.

On September 1, 2000, the ninety-three (93) t- and shade hangars at Buchanan Field reverted to the County ownership pursuant to the terms of the above lease.

On November 14, 2006, the Contra Costa County Board of Supervisors approved the form of the T-Hangar and Shade Hangar Rental Agreement for use with renting the County's t-hangars, shade hangars, medium hangars, and executive hangars at Buchanan Field Airport.

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On February 23, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Rental Agreement for use with the large East Ramp Hangars.

On January 16, 2009, Contra Costa County Board of Supervisors approved an amendment to the T-Hangar and Shade Hangar Rental Agreement and the Large Hangar Rental Agreement (combined "Hangar Rental Agreements") which removed the Aircraft Physical Damage Insurance requirement. The Hangar Rental Agreements are the current forms in use for rental of all the County hangars at Buchanan Field Airport.

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Hangar Rental Agreement - J Agua

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Resolution on _____, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Resolution No. 2018/_____

Subject: In the Matter of Proposed Rates, Charges and Regulations Related Thereto for Space Rental and Services Provided at Buchanan Field and Byron Airport

The Board of Supervisors of Contra Costa County, California RESOLVES that:

The purpose of this resolution is to amend and supersede Ordinance No. 94/286, and amendments thereto, establishing charges, rates, fees and regulation related thereto for space rental and services provided by Contra Costa County at Buchanan Field and Byron Airport, effective January 1, 2019.

Periodic adjustment of rates and charges is appropriate in order to achieve the Contra Costa County Public Works Airports Division's goals of positioning Buchanan Field and Byron Airports to be competitive in the regional marketplace and recovering costs of operating and maintaining the airports from the rent, charges, and fees paid by tenants and users of the two airports.

Fees for Aircraft Tie-Down and Transient Parking:

Airport	Location	Aircraft Wingspan	Monthly Rate	Daily Rate	Added Information	
Buchanan Field:	Gravel Area	40 ft. or less	\$ 35.00			
	Northwest Ramp	40 ft. or less	\$ 45.00			
	Southwest Ramp	40 ft. or less	\$ 45.00			
	East Ramp Rows B through K	40 ft. or less	\$ 55.00			
	East Ramp Row A	40 ft. or less	\$ 85.00			
	Itinerant Parking – Transient Ramp or Any Other Approved Location	Under 50 ft.		\$ 5.00	Fee may be waived is validated by an Airport business *	
	Itinerant Parking – Transient Ramp or Any Other Approved Location	50 ft. or larger		\$ 25.00	Fee may be waived is validated by an Airport business *	
	Transient Daily Small Hangar Rental		\$ 65.00			
	Transient Daily Medium & Large Hangar Rental		\$ 110.00			
	Byron:	Ramp	40 ft. or less	\$ 35.00		
		Between Hangars	40 ft. or less	\$ 45.00		
		Itinerant Overnight Parking – Transient Ramp or Any Other Approved Location	Under 50 ft.		\$ 5.00	Fee may be waived is validated by an Airport business *
		Itinerant Overnight Parking – Transient Ramp or Any Other Approved Location	50 ft. or larger		\$ 25.00	Fee may be waived is validated by an Airport business *
		Transient Overnight Hangar Rental		\$ 50.00		

*Airport business must be enrolled in the Airports' Overnight Parking Fee Waiver Program

Monthly Hangar Rent for Aircraft Storage:

Airport	Location	Monthly Rent	Rent Adjustment Schedule
Buchanan Field:	Land for Small to Medium Portable Hangar	\$ 115.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Land for Large Portable Hangar	\$ 130.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Shade Hangar – South Facing	\$ 140.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Shade Hangar – North Facing	\$ 165.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	T-Hangar – South Facing	\$ 350.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	T-Hangar – Modernized South Facing	\$ 370.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	T-Hangar – North Facing	\$ 370.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	T-Hangar – Modernized North Facing	\$ 390.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Medium Hangar – South Facing	\$ 470.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Median Hangar – Modernized South Facing	\$ 490.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Medium Hangar – North Facing	\$ 490.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Median Hangar – Modernized North Facing	\$ 510.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Large Hangar – South Facing	\$ 600.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Large Hangar – Modernized South Facing	\$ 620.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Large Hangar – North Facing	\$ 620.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Large Hangar – Modernized North Facing	\$ 640.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Executive Hangar – South Facing	\$ 470.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Executive Hangar – Modernized South Facing	\$ 490.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Executive Hangar – North Facing	\$ 490.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Executive Hangar – Modernized North Facing	\$ 510.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
Storage/Half Hangar Units	\$ 185.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)	
Byron:	T-Hangars	\$ 260.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Portable Hangar – Ground Rent	\$ 96.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Large Portable Hangar – Ground Rent	\$ 120.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)
	Storage/Half Hangar Units	\$ 140.00	Every Three Years by 3-Year Average CPI Change (rounded to nearest whole dollar)

Miscellaneous Tenant Discount Incentives:

Prepay 12 months in advance and receive a 3% reduction in rent for the 12 month period (maximum benefit of \$1,000 per year).

Refer a pilot and they rent a tie-down or hangar and receive a one-time \$50 rent credit for your hangar or \$15 rent credit for your tie-down after 6 months of tenancy by the referred person (referred person must obtain tenancy during the rent credit month).

Refer a business that enters into a lease agreement with the County and after 6 months of their operation you will receive an equivalent of 2% of what the County receives from the business each month for the following 6 months (maximum benefit of \$1,000 for 6 months; business must maintain tenancy during the rent

Frequent tenant discount; rent more than 1 hangar or tie-down and receive a 5% discount on rent for each additional hangar or tie-down space (discount applied to lowest priced rent and there is a maximum benefit of \$1,500 per year)

Get a pilot's license through a business located on Buchanan Field or Byron Airport and get a one-time \$50 rent credit for your hangar or \$15 rent credit for your tie-down after 2 months of tenancy.

Miscellaneous Fees Applicable to Both Airports:

Hangar
Swap Fee: \$100 per Tenant

Hangar Upgrade/Move Fee
\$100 Plus Tenant Pays the Rent for Both Locations Until Tenant Is Fully Out of the Pre-Existing Location

Hangar Agreement Modification/Change Fee:
\$100 Per Occurrence

Insurance Certificate Late Fee:
\$25 Late Fee – For Certificates Provided up to 30 Days after Existing Certificate has Lapsed
\$50 Late Fee – For Certificates Provided up to 60 Days after Existing Certificate has Lapsed
\$75 Late Fee – For Certificates Provided up to 90 Days after Existing Certificate has Lapsed
NOTE: Failure to Provide an Insurance Certificate within 90 Days after Existing Certificate has Lapsed is Default and Grounds for Termination

Gate Access Control Cards:
Deposit \$ 30.00
Replacement of Lost or Damaged \$ 30.00
\$ 15.00

Flight Instructor Registration:
Annually \$ 25.00

Aircraft Mechanic Registration:
Annually \$ 25.00

Landing Fees:
Under 12,500 lbs. \$ 10.00
12,500 lbs. and over \$ 25.00
*Landing fees apply to commercial operations that are no under an agreement with the County.

Ground Transportation Providers:
One Time Administrative Fee \$ 1,000.00
Annual User Fee \$ 1,200.00
Or \$0.50 per each trip (Note: a trip is defined as a pick up or drop off)

Airport Movement Area Authorization/ID Badge:
Issuance No Cost
Replacement Badge Per Each Occurrence \$ 30.00

Driver/Fueler Training:
First Training Class No Cost
Each Subsequent Training Class \$ 300.00
Replacement Badge \$ 30.00

Airport Sweeper, Fire Hydrant Clean Out, or Other Assistance Fee:
\$115 per hour for each airport personnel; fee to be increased annually on July 1 by the average CPI change for the preceding period and rounded to nearest whole dollar.

Airport Administration Staff Services for Account Reconciliation, Insurance Certificate Assistance, Property Re-inspections and/or Other Related Actions Fee:
\$120 per hour or partial hour for each airport personnel; fee to be increased annually on July 1 by the average CPI change for the preceding period and rounded to nearest whole dollar.

Property (such as putting spray paint on the airfield pavement):
Cost of time and materials necessary to restore property for former condition

Aircraft Improperly Parked & Obstructs Operations or Compromises Safety Fee:
Relocation fee \$ 100.00 Per Hour or Partial Hour

Miscellaneous Fees Applicable to Both Airports (Continued):

Aircraft Obstruction Runway and/or Taxiway:

The First Two (2) Hours are Free but \$500 for Each Thirty Minutes or Portions Thereof Following the First Hour

Lessor Processing and Transaction Fee for Tenants Requests to Amend Lease, Assign the Lease, or other Action in connection with Tenant's Agreement that requires Lessor's Staff Time and

Resources (other than Airports Division Staff Time) to Review, Investigate, Process, Record, and/or Undertake Any Action.
\$2,500 Per Occurrence Unless Otherwise Specified in the Agreement

New Development Fee:

\$10,000

Development
Deposit

- \$5,000 is non-refundable if the project does not proceed and/or fails to progress within 6 months of the Board of Supervisors authorization to negotiate lease or agreement terms
- \$10,000 is non-refundable if the project is terminated and/or fails to progress within 6 to 12 months of the Board of Supervisors authorization to negotiate lease or other agreement terms.
- If Project proceeds, the deposit is applied to the cost of lease or agreement development (Note: Airports staff time is not applied) if project proceeds; interested party is responsible for any cost above deposit and any excess funds will be returned to the interested party or applied to their account after successful completion of agreement.

Filming Fees: Rent and deal terms to be negotiated individually depending on the location, duration, access requirements, and Airport staff needs

Special Event Fees:

Rent and deal terms to be negotiated individually depending on the location, duration, access requirements, and Airport staff needs

Leases and License Agreements:

Rent and deal terms to be negotiated individually

Contra Costa County Airports



This Public Observation Plaza was made possible
by the generous contributions from:

Pat Miller ~ David Dolter ~ First 5 ~ Tom Weber ~ Michael Bruno

Diablo Valley Mustang Association ~ Art Roberts

Patricia Howlett ~ All American Fence Corporation

William & Tillie Larkins ~ Geoff Logan

San Joaquin Valley Chapter of the Ninety-Nines ~ Dave Isakson

Brian Lillie ~ Albert Seno Jr. ~ Jim Serventi

Rich & Lynn Spatz ~ W.E. Lyons Construction ~ Sam Steinberger

Phillip Bose ~ Harold Hutson Construction ~ Virginia Schaefer

