

Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord, CA 94520
Thursday, September 13, 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 August 9, 2018 Meeting Minutes**
- 4. Consider Consent Items**
 - a. Approval of airport Noise & Statistics Report (July 2018)
 - b. Approval of relevant Board actions that occurred from August 7 – August 14, 2018
- 5. Presentations**
 - a. Present the Contra Costa County Airports Recognition Award to Warren Large of Concord Jet at Buchanan Field
- 6. Discussion/Action Items**
 - a. Discuss items pulled from consent
 - b. Review and discuss upgrading the ARFF vehicle at Byron Airport and receive support from AAC
 - c. Review and discuss the recent airport Common Traffic Advisory Frequency Change at Nut Tree Airport (attachment)
 - d. Review and discuss airfield painting scheduled to take place from September 4 to October 1, 2018 at Buchanan Field
 - e. Review and discuss the full-scale airport emergency exercise scheduled to take place the week of October 15-19, 2018 at the Buchanan Field Clubhouse ramp
 - f. Review and discuss hangar inspections scheduled to take place from September 19 to October 10, 2018 at Buchanan Field (attachment)
 - g. Review and discuss the Runway 14L/32R design and construction project update and FAA/Caltran grant applications
 - h. Review and discuss the Rates & Charges Board order scheduled to go before the Board of Supervisors on September 11 to set a public hearing on October 16, 2018
 - i. Review and discuss the F-row hangar re-skinning and door replacement project scheduled to begin on September 11, 2018
 - j. Review and discuss the Board of Supervisors airport resolution recognizing Contra Costa County Airport for economic significance (attachment)
 - k. Review and discuss adding a summary of updates section to future AAC agendas
 - l. Discuss the update regarding the Byron Airport public viewing plaza location
 - m. Discuss scheduling a meeting date to be held at Byron Airport
- 7. Future Agenda Items**
- 8. Adjourn**

Next AAC Meeting: October 11, 2018 at 10:00 am
Next Airport Committee Meeting: October 31, 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	Y	Y	Y	Y	Y					1
Mike Bruno	Airports Bus. Assoc.	michael@sterlingav.com	Y	ABS	ABS	Y	Y	ABS	Y	Y					3
Eric Meinbress	Member at Large	ericmeinbress@comcast.net	Y	Y	Y	Y	Y	ABS	Y	Y					1
Ronald Reagan	District 3	ron@rmsea.com	Y	Y	Y	Y	ABS	ABS	Y	Y					2
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com	Y	Y	Y	ABS	ABS	Y	Y	Y					2
Russell Roe	District 5	russroe@pacbell.net	Y	Y	Y	Y	Y	Y	Y	Y					0
Keith McMahan	City of Concord	keithcmcmahan@gmail.com	Y	ABS	Y	ABS	Y	ABS	ABS	ABS					5
Roger Bass	District 2	twofivexray@yahoo.com	ABS	Y	Y	Y	Y	Y	Y	Y					1
Maurice Gunderson	Member at Large	mauricegunderson@mac.com	Y	ABS	ABS	Y	Y	Y	Y	Y					2
Tom Weber	District 4	Tr-weber@sbcglobal.net	Y	Y	Y	Y	Y	Y	Y	ABS					1
Emily Barnett	Member at Large	emilyebarnett@gmail.com	Y	Y	Y	Y	Y	ABS	Y	ABS					2
Donna Dietrich	Airport Neighbor - Pacheco	concordcascade_mgr@equitylifestyle.com	----	----	----	----	----	----	----	Y					0
Steven Starratt	Airport Neighbor - Byron	starratt@pacbell.net	----	----	----	----	----	----	----	Y					0
Was There a Quorum? Y or N			Y	Y	Y	Y	Y	N	Y	Y					

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	6/10/18	6/10/18
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 Mims	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	4/12/18	4/12/18
Emily Barnett	Member at Large	2/28/19	3/10/17	3/10/17
Donna Dietrich	Pacheco Neighbor	2/28/21		
Steven Starratt	Byron Neighbor	2/28/21		

DRAFT

**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MEETING MINUTES
August 9, 2018**



MEETING CALLED: Chair, Maurice Gunderson called the meeting to order at 10:01 AM.

PRESENT:

Roger Bass, District II
Mike Bruno, Airport Business Association
Donna Dietrich, Airport Neighbor –Pacheco
Steven Starratt, Airport Neighbor – Byron Airport
Dale Roberts, District I
Maurice Gunderson, Chair, Member At-Large
Derek Mims, City of Pleasant Hill
Ronald Reagan, District III
Russell Roe, District V
Eric Meinbress, Member At-Large

ABSENT:

Emily Barnett, Secretary, Member At-Large
Keith McMahon, City of Concord
Tom Weber, Vice Chair, District IV

STAFF:

Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports – Administration
Russell Milburn, Assistant Director of Airports – Operations
Alina Zimmerman, Airport Administrative Assistant

OPENING COMMENTS

BY CHAIR:

Chair Maurice Gunderson welcomed the attendees.

PUBLIC COMMENT

PERIOD:

Keith Freitas made a public comment regarding notification of a radio frequency change on August 16, 2018 from Nut Tree Airport (VCB). There was concern from Mr. Freitas and multiple flying club members out of Byron Airport (C83) of the frequency change as it is the same frequency change as C83. No formal notice was given from VCB regarding the frequency change. Staff has contacted the Federal Aviation Administration (FAA) and Federal Communications Commission (FCC) about the issue and will continue to provide updates as they come.

Bob Thompson of Pacific States Aviation, Inc. made a public comment regarding a potentially beneficial program through Pacific Gas and Electric Company (PG&E) where PG&E will inspect and replace all lighting with LED lights and finance the project on your PG&E bill (On Bill Financing) at zero percent over three years. Mr. Thomson explained this

program is a great way to update your facility at zero cost. Please contact Mr. Thompson, if interested.

AAC Chair, Maurice Gunderson, who is also President of the Mount Diablo Pilots Association (MDPA), announced their annual MDPA Barbeque that will take place on August 25, 2018 at the Buchanan Field Airport (CCR) Clubhouse. Please visit mdpa.org for more details and to sign up.

Introduction of the New AAC Members: Donna Dietrich Representing the Community of Pacheco and Steven Starratt Representing the Communities of C83

The Chair introduced two new members on the AAC and asked for a brief introduction. Donna Dietrich manages a 328-unit, Concord Cascade mobile home park that is located directly across from the west side of CCR. Ms. Dietrich explained some of her interests including noise impact and becoming familiar with the daily operations and activities at CCR as it pertains to her work and residence.

Steven Starratt has lived in Discovery Bay since 1981 and has been involved in aviation since the mid-70s. He has a private pilot license with a single and multi-engine land instrument rating. He currently works in the insurance industry as a District Coordinator for northern California. Mr. Starratt has a UAS certificate and is interested in learning more of Unmanned Aircraft Systems (UAS a.k.a “drones”). Both members look forward to seeing growth at both airports.

APPROVAL OF REVISED 7/12/18 MINUTES:

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

APPROVAL OF CONSENT ITEMS:

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

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

Ronald Reagan, representing District III on the AAC, requested to pull the Monthly Operations Report for June. There was concern regarding the significant drop in numbers for C83 fuel consumption and skydiving flights. C83 fuel dropped 41% due to various reasons including a fuel system upgrade to the 20-year-old fuel farm, which caused the fuel farm to go out of service for three to four weeks. Other factors included the northern California wild fires and a slight fuel price increase; however, C83 continues to be one of the lowest in the area.

The number of skydiving flights dropped from 488 to 56 primarily due to the change of ownership, but also lack of skydiving reports from the owner. Staff is working with the owner to fix the issue and expects the numbers to turnaround after one year.

b. **Review and Discuss the Travis Air Force Base Mid-Air Collision Avoidance Fly-In Seminar to Take Place on Saturday, August 18, 2018**

The AAC Chair announced Travis Air Force Base (TAFB) will be holding a safety seminar in mid-August to discuss collision avoidance in their airspace. Some of TAFB's concerns were that the wind farms southeast of the base interfere with the Air Traffic Control (ATC) radar. When the windmills are operating, controllers frequently receive false "hits" on their radar screens. Additionally, the windmills can mask legitimate radar returns. As of now the seminar is sold out. Please contact the TAFB for details.

c. **Review and Discuss the "Around the World – Memory Flight" that Started on June 1, 2018 out of Buchanan Field, Performed by Buchanan Airport Hangar Owners Association Tenant John Koehler**

The AAC discussed the around the world memory flight performed by John Koehler – tenant of the Buchanan Airport Hangar Owners Association at CCR. He is a private pilot with an instrument rating and built his Van's RV-9a aircraft at CCR. Mr. Koehler started his journey on June 1, 2018 and dedicated it his mother, May Koehler, who passed in 2013 from complications of Alzheimer's disease. In her memory, Mr. Koehler hopes to utilize the flight to conduct awareness and raise funds for Alzheimer's research through the Alzheimer's Association of American. To read the full story and follow his journey, please visit <https://memoryflightrtw.weebly.com/>.

d. **Review and Discuss the Noise Management Program's Noise Abatement Procedures Program and Materials for Buchanan Field Airport**

Airport staff discussed the noise program to inform and remind pilots and flight schools of the published noise abatement procedures. CCR is one of the few airports in the country that has a grandfathered noise ordinance allowed by the FAA before they established their own set of regulations. These procedures are voluntary; however, pilots are encouraged to follow the program in an effort to minimize the noise impact on the surrounding communities. Please note that pilots should proceed as directed by the ATC Tower. In addition, applicable regulations are always superseded by safety.

One of the biggest challenges staff face is disseminating this information to the public. It was suggested to contact the ATC Tower and ask of any common procedures when flying into an airport you are not familiar with. Staff will continue to research ways to educate the public of the airport noise program. For more information, please visit <http://www.contracosta.ca.gov/3804/Buchanan-Field-Noise-Program>.

e. Review and Discuss Nominees for the Contra Costa County Airports Recognition Award

The AAC reviewed two nominations and made a motion based upon the criteria that was established by the AAC on September 14, 2017.

A motion was made to select Warren Large of Concord Jet Center as the recipient of the Contra Costa County Airports Recognition Award. The award will be presented at the AAC's next meeting in September.

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

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

Ronald Reagan, District III representative on the AAC, gave an update on the proposed C83 public viewing plaza location that was requested under public comment back on January 11, 2018. Mr. Reagan reached out to the Antioch Herald, Contra Costa Herald, Brentwood Press, and Byron school district to get public assistance on the proposed project. The general public did not have much input; however, of the elected officials that Mr. Reagan reached out to, many were positive and presented the AAC with alternate solutions. Keith Freitas suggested incorporating the Patriot Jet Team (PJT) as they are well-known amongst the communities and highly involved with surrounding schools. More research needs to be done. Updates will be given as they come.

FUTURE AGENDA ITEMS/COMMENTS

- Discuss the Nut Tree Airport frequency change
- Present the Contra Costa County Airports Recognition Award to Warren Large of Concord Jet Center
- Discuss the ideas of adding a summary of updates section to future AAC agendas

ADJOURNMENT: The Chair adjourned the meeting at 11:19 AM in memory of the five individuals involved in the Santa Ana plane crash: Scott Shepherd, Lara Shepherd, Floria Hakimi, Navid Hakimi, and Nasim Ghanadan.

FINAL

**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
July 12, 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
Derek Mims, City of Pleasant Hill
Ronald Reagan, District III
Russell Roe, District V
Eric Meinbress, Member At-Large
Tom Weber, Vice Chair, District IV

ABSENT: **Keith McMahon**, City of Concord

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

**OPENING COMMENTS
BY CHAIR:**

Chair Maurice Gunderson welcomed the attendees.

**PUBLIC COMMENT
PERIOD:**

Keith Freitas introduced Russell Milburn to the AAC as the Airports' new Assistant Director of Airports for Operations. Russell was recruited ten years ago from Missouri as an Operations Specialist. Mr. Milburn promoted up to an Airport Safety Officer IV and recently was selected as the Assistant Director of Airports for Operations.

Captain Drew Pagenkopf introduced himself to the AAC as the Flight Safety Officer for Travis Air Force Base (TAFB). The TAFB will be hosting their biannual Mid-Air Collision Avoidance (MACA) fly-in safety seminar that will take place on August 18, 2018. Attendees must register and complete the required DD 2402 form by July 28, 2018 in order to attend. Captain Pagenkopf also informed the AAC that fuel will not be sold at TAFB and that each pilot is limited to one passenger. For any questions, call the Travis Flight Safety Office at (707) 424-1115.

Maurice Gunderson reminded all AAC members to respond to quorum count emails sent from Airport staff to inform them whether or not attendance can be made. This will give staff an advanced notice whether a quorum will be reached or not.

**APPROVAL OF
REVISED 5/10/18
MINUTES:**

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

**APPROVAL OF
CONSENT ITEMS:**

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

PRESENTATIONS:

a. Presentation of the Final Rates and Charges for Contra Costa County Airports

The final draft for Contra Costa County Airports' Rates and Charges were presented to the AAC for final review and comment before bringing it before the Airport Committee then to the Board of Supervisors (Board). Keith Freitas brought up a few items to the AAC's attention including: 1) new insurance certificate late fees; and 2) new runway/taxiway obstruction fees. There was some discussion regarding the two hour time limit on the runway/taxiway obstruction fee, however it was agreed that the time limit would remain at two hours. The AAC were impressed and thanked Airport staff for all the hard work that was put into the proposed project.

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

There were no items pulled from consent.

b. Discuss the Protocol for Advisory Bodies When There is a Lack of a Quorum

Staff contacted County Counsel to clarify the protocols when there is a lack of a quorum. The following are the proper protocols to follow:

- No quorums means no meeting should be held (this includes no discussions)
- If Airport staff (Clerk) knows ahead of time that there will not be a quorum, the Clerk may cancel the meeting and send out a cancellation notice
- If Airport staff (Clerk) does not know ahead of time and too few members are present, the Chair should announce the meeting is adjourned to a future date

One risk of the AAC members continuing to meet, even though there is not a quorum, is that committee members will start talking about things that are not publicly noticed, in violation of the Brown Act.

c. **Review and Discuss Nominees for the Contra Costa County Airports Recognition Award**

This item was deferred to the AAC's next meeting on August 9th.

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**

While conducting the General Plan Amendment (GPA), an update to the Byron Chapter of the Airport Land Use Compatibility Plan (ALUCP) was deemed necessary in order to be consistent with the GPA and Airport Master Plan. The total cost to update the Byron Chapter of the ALUCP is \$49,250. Airport staff is requesting to use an additional \$49,250 of the Mariposa Community Benefit Funds to update the Byron Chapter and are requesting support from the AAC prior to receiving approval from the Airport Committee.

A motion was made to support Airport staff to use \$49,250 of Mariposa Community Benefit Funds to update the Byron Chapter of the GPA:

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

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

The Chair discussed the struggles the AAC has had in getting three key pieces of information needed in order to move forward with the proposed Byron public viewing plaza project: 1) demand; 2) suitable location; and 3) enough funds

At the AAC's meeting in May, a recommendation was given to form a working group and put together a proposal that would answer these three questions listed above. Ronald Reagan agreed to be in the working group and agreed to do research on the demand, location, and cost. He will provide the AAC an update at the next meeting in August.

f. **Discuss a Proposed Accessible Restroom at the Buchanan Field Viewing Plaza**

The AAC discussed a desire for a larger temporary restroom at the Buchanan Field viewing plaza and weighed the pros and cons. Keith Freitas explained to the AAC the negative impact of having one is that it is more expensive and may be used negatively by the public. Airport staff plans to have public restrooms included with the new Terminal building.

g. **Memorial to Acknowledge all Individuals and Businesses who Contributed to the Transformation of the Public Viewing Plaza**

A memorial was placed sometime ago to recognize the individuals and businesses who contributed to the Buchanan Field viewing plaza. However, due to weather conditions over the years, the memorial was slowly damaged. A new plaque was made and put inside a kiosk to protect it from the weather. It was mentioned that a separate entity's name, Buchanan for Kids, was not mentioned. Airport staff will add Buchanan for Kids to the memorial plaque.

h. Discuss the Update Regarding the 4.6 Acre Parcel on the Northwest Corner of Marsh Drive and Solano Avenue

This piece of property is located on the northwest corner of Marsh Drive and Solano Avenue. Airport staff put out a solicitation and received multiple letters of interest, initially. Staff then sent out a Request for Proposals and received two in return. A selection committee ranked the two proposals – the top ranked proposal was a partnership between StoragePRO, Inc. and Deutscher Properties Corporation and the second ranked proposal was from Montecito Commercial Group, LLC.. In June, the Board approved staff to negotiate a ground lease in priority ranking order. The top ranked entity is proposing a combination of storage units and office space.

i. Discuss the June 8, 2018 Eastern Contra Costa Envision County Summit that was held at the Byron Airport

A summit meeting was held at the Byron Airport in June. The focus was on the Byron connector road and the financial benefit it would have on the surrounding communities, plus economic development opportunities in East Contra Costa County (ECCC). There is a big push to create jobs in ECCC and it was noted that Buchanan Field and Byron Airport could play a big role in that regard. Some of the presenters included: Martin Engelmann with Contra Costa Transportation Authority; Dr. Sean Wright, Mayor for the City of Antioch; Gus Vina, City Manager for the City of Brentwood; Kevin Romick, Councilmember for the City of Oakley; Amalia Cunningham, Contra Costa County Department of Conservation and Development, and Airport staff.

j. Discuss the Airport Committee June 13, 2018 Meeting

The Airport Committee was canceled and rescheduled to be held on Wednesday, July 18, 2018 at noon.

k. Discuss the Airport Land Use Commission's May 17 and June 21, 2018 Meetings

The AAC discussed the Airport Land Use Commission (ALUC) meetings that took place in May and June. Two items discussed were: a proposed ARCO gasoline station and a proposed 144 residential unit subdivision with associated infrastructure. There was some concern that the proposed ARCO gasoline station, which is located about one-half mile from the approach end of Runway 19R at Buchanan Field, could be a potential safety hazard. An aeronautical study for the gasoline station was completed and in April and May, the ALUC received written confirmation from the Federal Aviation Administration (FAA) and Kimley-Horn Associates that the proposed structure does not exceed obstruction standards and would not be a hazard to air navigation.

For the proposed 144 residential unit subdivision structure, there was concern that the project is in an area where aircraft noise exists and may be nuisance to future residents given that it is within the flight path and/or maneuvering area of Buchanan Field runways. Based on reviewing the information, ALUC staff determined that the project site is well outside any safety zone or noise contours. However staff will have to abide by Airport Land Use Compatibility Plan (ALUCP) Countywide policy 4.4.3 and inform prospective property buyers about the potential airport activity impacts. The AAC staff plans to discuss noise outreach efforts at their next meeting in August.

FUTURE AGENDA ITEMS/COMMENTS

- Memorial to Acknowledge all Individuals and Businesses who Contributed to the Transformation of the Public Viewing Plaza
- Byron Viewing Plaza
- Travis Air Force Base Event on August 18, 2018
- Noise Outreach for Individuals/businesses that live next to Buchanan Field Airport
- Recognize John Koehler's "Around the World" Memory Flight

ADJOURNMENT: The meeting was adjourned by the Chair at 11:22 AM.

Noise Abatement Statistics

July 2018

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2018	2018	2017	2018	2017	
TOTAL NUMBER OF COMPLAINTS	9	10	21	104	126	-17%
LOCATION OF COMPLAINTS						
Concord	2	2	3	50	24	108%
Pleasant Hill	4	5	10	19	41	-54%
Pacheco	1	1	1	3	7	-57%
Martinez	1	1	2	4	17	-76%
Byron	0	0	0	1	0	0%
Other	1	1	1	24	20	20%
Subtotal	9	10	17	92	109	-16%
Special Events	0	0	4	12	17	-29%
Total Number of Complaints	9	10	21	104	126	-17%
COMPLAINTS ASSOCIATED WITH						
Buchanan Field Airport		8	15	78	94	
Byron Airport		0	0	1	0	
Law Enforcement/Lifeguard Lights		2	1	8	10	
Non-associated		0	5	17	22	
TIME OF INCIDENT						
Day (0700 - 1700)		4	17	68	94	
Evening (1700 - 2200)		0	1	18	16	
Night (2200 - 0700)		4	3	11	11	
All Times		2	0	7	5	
TYPE OF COMPLAINT						
Noise		5	8	45	56	
Low Flying		1	3	14	15	
Noise and Low Flying		3	9	39	49	
Too Many Aircraft		0	1	1	5	
Other		1	0	5	1	
TYPE OF AIRCRAFT						
Jet		3	7	23	21	
Propeller		2	10	42	55	
Helicopter		3	1	15	23	
All Types		0	2	8	13	
Unknown		2	1	16	14	
TOTAL AIRCRAFT OPERATIONS						
		9,370	11,663	68,979	68,405	1%
COMPLAINTS PER 10,000 OPERATIONS						
		11	18	15	18	-18%
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY						
		9	13	11	14	-18%

January

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

April

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

February

2- Non-Assoc-Unknown Activity - Antioch

May

(1)- Special Event Centennial Airmail

June

1- non assoc low flying prop Benicia
 (7)- Special Event Collings Foundation

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

Year to Date

(3) Concord Households with 34 complaints

Contra Costa County Airports Monthly Operations Report

July 2018

	July 2018	July 2017	YTD 2018	YTD 2017	% CHANGE 2017/2018
AIRCRAFT OPERATIONS					
Total Operations	9,370	11,663	68,979	68,405	1%
Local Operations	4,442	6,385	36,436	37,032	-2%
Itinerant Operations	3,867	4,297	24,071	23,877	1%
Total Instrument Ops	863	821	6,946	6,230	11%
FUEL FLOWAGE					
100 Octane	20,631	29,213	150,639	167,300	-10%
Jet Fuel	114,703	84,296	768,327	649,213	18%
Total	135,334	113,509	918,966	816,513	13%
BYRON INFORMATION					
Byron Fuel	12,345	15,003	57,748	90,764	-36%
SKYDIVERS*					
Number of Flights	n/a	107	56	595	n/a
Experienced Jumps	n/a	1,058	484	3,209	n/a
First Time Jumps	n/a	249	111	1,135	n/a
Student Jumps	n/a	56	16	138	n/a
Glider Operations^					
Tow Aircraft	0	132	898	204	n/a
Glider Aircraft	0	132	898	204	n/a

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

^ Tracking began June 2017

July Glider Operations impacted by in operable tow plane



**Contra
Costa
County**

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: August 7, 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 Brian Sharpes for a T-hangar at Buchanan Field Airport effective July 20, 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

- | | |
|--------------------------------------------------------------------------|------------------------------------------------------------|
| <input checked="" type="checkbox"/> APPROVE | <input type="checkbox"/> OTHER |
| <input checked="" type="checkbox"/> RECOMMENDATION OF CNTY ADMINISTRATOR | <input type="checkbox"/> RECOMMENDATION OF BOARD COMMITTEE |
-

Action of Board On: **08/07/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ABSENT: Candace Andersen, District II
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: August 7, 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 - B Sharpes



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: August 7, 2018

Subject: Appoint Donna Dietrich to the Aviation Advisory Committee Pacheco Neighbor Seat

RECOMMENDATION(S):

APPOINT the following individual to the Pacheco Neighbor Seat on the Aviation Advisory Committee to a term expiring February 28, 2021, as recommended by the Airports Committee:

Ms. Donna Dietrich
Pacheco, CA 94553

FISCAL IMPACT:

None.

BACKGROUND:

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

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ABSENT: Candace Andersen, District II
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: August 7, 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:

and orderly operation of airports; advance and promote the interests

BACKGROUND: (CONT'D)

of aviation; and protect the general welfare of the people living and working near the airport and the County in general.

The AAC may initiate discussions, observations, or investigations and may hear comments on airport and aviation matters from the public or other agencies in order to formulate recommendations to the Board. In conjunction with all of the above, the Aviation Advisory Committee provides a forum for the Director of Airports regarding policy matters at and around the airport.

The Internal Operations (IO) subcommittee generally interviews and makes an appointment recommendation to the Board for the AAC At-Large positions. At the IO's July 10, 2017 meeting they recommended that the AAC At-Large position interview and selection process be referred to the Airport Committee as they have direct oversight and involvement in Airport related matters. On August 1, 2017, the Board approved referring the AAC At-Large position recruitment and selection process to the Airport Committee. On July 18, 2018, the Airport Committee made a recommendation to appoint Donna Dietrich to the Pacheco Neighbor Seat on the AAC.

The AAC comprises 13 members who must work and/or reside in Contra Costa County: one appointed by each Supervisor; one from and nominated to the Board by the City of Concord; one from and nominated to the Board by the City of Pleasant Hill; one from and nominated to the Board by the Contra Costa County Airports Business Association; three At-Large to represent the general community; one member to represent the community of Pacheco; and one member to represent the surrounding communities of Byron Airport (Brentwood, Byron, Knightsen, or Discovery Bay) to be nominated by the Airports Committee.

CONSEQUENCE OF NEGATIVE ACTION:

The Pacheco Neighbor Seat on the Aviation Advisory Committee will be vacant.



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: August 7, 2018

Subject: Appoint Steven Starratt to the Aviation Advisory Committee Byron Neighbor Seat

RECOMMENDATION(S):

APPOINT the following individual to the Byron Neighbor Seat on the Aviation Advisory Committee to a term expiring February 28, 2021, as recommended by the Airports Committee:

Mr. Steven Starratt
Discovery Bay, CA 94553

FISCAL IMPACT:

None.

BACKGROUND:

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

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/07/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
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: August 7, 2018

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

ABSENT: Candace Andersen, District II
Supervisor

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

cc:

and orderly operation of airports; advance and promote the interests

BACKGROUND: (CONT'D)

of aviation; and protect the general welfare of the people living and working near the airport and the County in general.

The AAC may initiate discussions, observations, or investigations and may hear comments on airport and aviation matters from the public or other agencies in order to formulate recommendations to the Board. In conjunction with all of the above, the Aviation Advisory Committee provides a forum for the Director of Airports regarding policy matters at and around the airport.

The Internal Operations (IO) subcommittee generally interviews and makes an appointment recommendation to the Board for the AAC At-Large positions. At the IO's July 10, 2017 meeting they recommended that the AAC At-Large position interview and selection process be referred to the Airport Committee as they have direct oversight and involvement in Airport related matters. On August 1, 2017, the Board approved referring the AAC At-Large position recruitment and selection process to the Airport Committee. On July 18, 2018, the Airport Committee made a recommendation to appoint Steven Starratt to the Byron Neighbor Seat on the AAC.

The AAC comprises 13 members who must work and/or reside in Contra Costa County: one appointed by each Supervisor; one from and nominated to the Board by the City of Concord; one from and nominated to the Board by the City of Pleasant Hill; one from and nominated to the Board by the Contra Costa County Airports Business Association; three At-Large to represent the general community; one member to represent the community of Pacheco; and one member to represent the surrounding communities of Byron Airport (Brentwood, Byron, Knightsen, or Discovery Bay) to be nominated by the Airports Committee.

CONSEQUENCE OF NEGATIVE ACTION:

The Byron Neighbor Seat on the Aviation Advisory Committee will be vacant.



Contra
Costa
County

To: Board of Supervisors
From: Diane Burgis, District III Supervisor
Date: August 14, 2018

Subject: Authorization to Use a Portion of the Mariposa Energy Project Community Benefits Fund to Update the Byron Airport Land Use Compatibility Plan

RECOMMENDATION(S):

APPROVE and **AUTHORIZE** the use of a portion of the Mariposa Energy Project Community Benefits Fund to update the Byron Airport Chapter of the Airport Land Use Compatibility Plan as recommended by Supervisor Diane Burgis (District III).

FISCAL IMPACT:

There is no negative impact on the General Fund. The total cost for the update to the Byron Airport Chapter of the Airport Land Use Compatibility Plan is \$49,250. This project is not eligible for FAA funding and the Mariposa Energy Project Community Benefits Fund will provide project funds. The Mariposa Community Benefit Fund was established to enhance and support the Byron Airport

BACKGROUND:

The Byron Airport (Airport) Master Plan, approved in 2005, identified a diversity of aviation and aviation-related land uses for the long term build-out of the Airport. To fully implement the Airport Master Plan, it was necessary to undertake a General Plan Amendment (GPA) process to provide consistency with and allow for the range of contemplated land uses. The GPA also requires an environmental analysis of the proposed

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/14/2018** 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: August 14, 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: Alicia Nuchols,
925-252-4500

cc:

changes before the amendment can be considered for approval.

This process was initiated by the Department of Conservation and Development, working in collaboration

BACKGROUND: (CONT'D)

with the Airports, in December 2012. The GPA and environmental processes were estimated to have a project cost range of \$90,000 to \$250,000. On December 11, 2012, the Board approved using up to \$250,000 of the Mariposa Community Benefit Fund for this GPA and related environmental processes.

The project cost estimate did not include updating, if so needed, the Byron Airport Chapter of the Airport Land Use Compatibility Plan (ALUCP). The intent was to bring any additional work items, such as updating the Byron Airport Chapter of the ALUCP, back to the Airport Committee and the Board of Supervisors for consideration at a later date if additional Mariposa Energy Community Benefits Funds were needed.

The consultants performing the GPA and environmental processes has determined that an update to the Byron Chapter of the ALUCP is necessary to make it consistent with the GPA and Airport Master Plan. The cost to update the Airport Chapter of ALUCP update is \$49,250 and it is not eligible for Federal Aviation Administration (FAA) funding.

The Mariposa Energy Project Community Benefits Fund was established to enhance and support the Byron Airport. The proposed use of the Mariposa Community Benefit Fund to update the Byron Airport Chapter of the ALUCP was reviewed and approved by the Aviation Advisory Committee at their June 14, 2018 meeting.

On July 18, 2018, the Airport Committee approved forwarding the use of \$49,250 of the Mariposa Community Benefit Funds to update the Byron Airport Chapter of the ALUCP to the full Board of Supervisors for their review and approval.

CONSEQUENCE OF NEGATIVE ACTION:

If the Airports Division is unable to proceed with an update to the Byron Airport Chapter of the ALUCP, it will be inconsistent with the Airport Master Plan and GPA which could cause the contemplated development opportunities not to be realized.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

10/5/2010 Mariposa Board Order

12/14/2010 Mariposa Cooperation Agreement



Contra
Costa
County

To: Board of Supervisors
From: AIRPORTS COMMITTEE
Date: August 14, 2018

Subject: Recognition of the Economic Significance of the County Airports, Buchanan Field and Byron

RECOMMENDATION(S):

ADOPT Resolution No. 2018/462 recognizing the contributions of Buchanan Field Airport and Byron Airport to the aeronautical community and the local economy.

FISCAL IMPACT:

Continued growth of the County airports will have a positive effect on the local economy and the County's General Fund.

BACKGROUND:

The County owns and operates two airports, Buchanan Field Airport in Concord and Byron Airport in Byron. In exchange for its financial support of public airports, the Federal Aviation Administration requires public airports to be as self-sufficient as possible. For that reason, operating the County's airports is similar to operating a business (albeit a business that operates within a governmental framework). Revenue generated by ground leases, hangar rentals and usage fees pays for the airports' operating expenses, including airport

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/14/2018** 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: August 14, 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

cc:

management, operations, and facility maintenance. In addition to being self-funded, airport operations benefit the entire County by contributing revenue to the County General Fund and to other public entities through possessory interest taxes, sales taxes, and other taxes.

In fiscal year 2015-2016, airport operations contributed approximately \$2.77 million to the County General Fund, \$1.2 million to local schools and \$273,200 to other public entities. In addition to their contribution to the public good through tax revenue generation, the County airports benefit the local economy. In 2016, the County airports contributed to the local economy (in the form of direct and indirect impact) by generating approximately \$106 million in total annual economic output, which includes 828 jobs, \$8 million in state and local revenue, and \$10.2 million in federal tax revenue.

These kind of results do not just happen. The County's airports operate in a competitive marketplace in which airport users can choose among multiple airport options in the region. Not long ago, the County's Airports Division embarked on a path to identify ways to retain existing, and attract new, business. Airport management convened a working group comprised of representatives of all airport stakeholders to develop a program to strengthen, diversity and grow the airports. The result, the Economic Development Incentive Program (EDIP), is a compilation of projects and programs that airport management is committed to

carrying out. Among the strategic plans being undertaken as a result of the EDIP are the following:

-

BACKGROUND: (CONT'D)

Streamline the County's development and entitlement process to best position the airports to react and behave more like a business when presented with development opportunities.

- Operate premier facilities, including providing timely responses to facility maintenance and improvement needs.
- Implement additional economic development initiatives, to more readily attract and retain tenants and businesses.
- Optimize financial performance to increase and further diversify revenue base.

The Airports Division is now primed and ready to implement its economic development strategy. The airports' approach is consistent with, and a precursor to, the Countywide economic development program. The attached resolution is in support of all of these efforts.

Nothing in this board order or the attached resolution may be construed as approval by the County or any other governmental entity, acting in its or their governmental capacity, of a development application.

ATTACHMENTS

Resolution No. 2018/462

County Airports Importance 2018



CONTRA COSTA COUNTY AIRPORTS

550 Sally Ride Drive • Concord, CA 94520-5550 • (844) 359-8687 • Fax (925) 646-5731

August 20, 2018

To: Federal Communications Commission
445 12th Street, S.W.
Washington, DC 20554

From: Keith Freitas, Director of Airports
Contra Costa County Airports
550 Sally Ride Drive
Concord, CA 94520

RE: Airport Common Traffic Advisory Frequency Change

Attention Consumer and Governmental Affairs Bureau:

Contra Costa County Airports would like to express our concerns regarding the recent airport Common Traffic Advisory Frequency (CTAF)/Unicom frequency change (from 122.7 Mhz to 123.05 Mhz) at the Nut Tree Airport (KVCB) in California. This change became effective on August 16th, 2018. We found out about the impending change only a few weeks before "publication" from a flyer emailed to us by one of the airport/pilot associations, dated July 27th, 2018. Please note that Contra Costa County did not receive any advance notice from the Federal Communications Commission (FCC) regarding the proposed change.

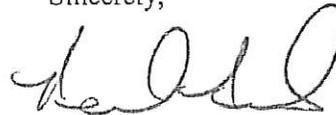
Our concerns are twofold. First, the FCC should implement a more encompassing and specific noticing process when considering changing local airport frequencies. At a minimum any other airports which share the Unicom frequency, say within 60 miles, should be notified.

Our second concern focuses on the fact that our Byron Airport (C83) CTAF/Unicom already experiences significant frequency congestion from Cameron Park (O61), which is 59 nm away and Yuba County (KMYV), which is 76 nm way. These Airports are substantially farther away from Byron Airport than Nut Tree Airport, which is only 37 nm away. Furthermore, both airports are much closer to Nut Tree than they are to Byron Airport which would lead me to believe that Nut Tree is going to have a greater amount of interference from them than Byron Airport does. This is in addition to the interference that Nut Tree will add to Byron Airport traffic and Byron traffic will add to Nut Tree. It is industry recommendation that every effort be made to not use the same CTAF as airports within 60 miles of each other for safety reasons. The FCC doesn't appear to have considered the proximity of the airports when allowing the frequency change for Nut Tree which reported more than 100,000 aircraft operations last year.

Byron Airport's Bay Area Skydiving and Northern California Soaring Association are both very active operations on the weekends at Byron. Additionally, Bay Area Skydiving is now operating seven days a week due to a new operator expanding the business. Last year Byron Airport had and estimated 60,000 aircraft operations. For obvious reasons we are concerned that this change will significantly increase frequency congestion at the Byron Airport.

We have asked our tenants and business partners at Byron Airport to continue to document any safety issues and immediately report them to both the FCC and the Federal Aviation Administration. We thank you in advance for your consideration on this urgent matter.

Sincerely,



Keith Freitas
Director of Airports

KF:RM:az
H:\Finalized Letters\2018\Keith\FCC C83 2018.docx

c: Steve Aguirre, FAA Sierra Pacific Region District Manager Technical Operations
Dennis Thorpe, FAA Oakland FSDO Manager
Maurice Gunderson, Chairman Contra Costa County Aviation Advisory Committee
Randy Howell, President and CEO Patriot Jet Team
Van Emden Henson, President Northern CA Soaring Association
Shaun Fenner, President Bay Area Sky Diving
Russell Milburn, Assistant Director of Airports-Operations

CONTRA COSTA COUNTY
Public Works Department-Airports Division

DATE: April 1, 2018

TO: Buchanan Field Hangar Tenants

FROM: Keith Freitas,
Director of Airports

SUBJECT: 2018 Buchanan Field Hangar Inspections

Airports staff will be conducting the quadrennial inspections of hangars at Buchanan Field Airport this fall, similar to the 2014 inspections. The objective of the hangar inspections is to ensure that hangar use is compliant with the Federal Aviation Administration (FAA) rules and regulations as well as with your hangar rental agreement. In June of 2016, the FAA released its "Policy on the Non-Aeronautical Use of Airport Hangars" which states that the primary purpose of the hangars must be for aeronautical use defined as follows (see: <https://www.gpo.gov/fdsys/pkg/FR-2016-06-15/pdf/2016-14133.pdf> for more detailed information):

- Primarily for the storage of an aircraft
- For the final assembly of an aircraft under construction
- For non-commercial construction or rehabilitation of an amateur-built or kit-built aircraft

To expedite the inspection process, **please fill out the information on the back of the memo** to confirm FAA aircraft registration and inspection hangar access authorization. Hangar inspections will be conducted between September 19, and September 26, 2018 as per the following schedule:

East Ramp Hangars:

Rows AA: Wednesday, September 19, 2018, 9:30 am
Row A: Wednesday, September 19, 2018 10:30 am
Row C: Wednesday, September 26, 2018, 8:30 am
Row D: Wednesday, September 26, 2018, 10:00 am
Row E: Wednesday, September 26, 2018, 1:00 pm
Row F Wednesday, September 26, 2018, 2:30 pm

Southwest Ramp Hangars:

Executive Hangars 1-4: Wednesday, September 19, 8:30 am

You must be present to open the hangar for the scheduled inspection. If you are unable to attend the inspection, you may do one of the following:

- Submit written authorization (see reverse) to allow Airports staff to access the hangar

- Designate someone to make the hangar available for inspection on your behalf and provide Airports staff with written authorization (see below)
- Reschedule your inspection date and time (see date range noted above) by contacting Judy Evans at judith.evans@airport.cccounty.us or call (925) 681-4200.

Airports staff wants everyone to have a successful outcome. To that end, attached is a "General Aviation Hangar Inspection Checklist". Please use this checklist to help you identify any areas you may need to correct prior to the inspections.

We thank you in advance for your cooperation and assistance during the inspection process to help ensure Contra Costa County Airports is compliant with FAA policies.

Please complete the following and return to the Director of Airports Office by June 1, 2018:

- Scan and email to: airport.team@airport.cccounty.us or
- Mail photocopy to: Director of Airports Office, 550 Sally Ride Drive, Concord, CA 94520

I, (tenant name) _____ have read the inspection memo and my hangar # is: _____

My FAA Aircraft Registration Number (N#) is: _____

I currently do not have an N# because I am homebuilding. If homebuilding, complete attached *Homebuilding Aircraft Progress Report* form and return with this form.

I am unable to attend the scheduled inspection and am authorizing:

County Staff to access my hangar.
Lock combination: _____ or key to be provided.

Name of Alternate Designee: _____ Phone #: _____
to open my hangar for the inspection.

G:\Properties\Inspections\Buchanan Inspections 2018\Hangar Inspection Memo 4-1-18.docx

Enclosures:

- Encl. 1- General Aviation Hangar Inspection Checklist
- Encl. 2 - Homebuilding Aircraft Progress Report

c: Anne O, Chief of Staff District IV
Steve Kowalewski, Chief Deputy Director Public Works
Airports Staff
File

General Aviation Hangar Inspection Checklist

STORAGE:

- An aircraft is the primary item to be stored in a hangar and a majority of the space in the hangar must be open and available for the storage of said aircraft. Stored aircraft must be owned, registered, or leased to the tenant(s) of record on the hangar rental agreement.
- If an aircraft is under construction, tenant must complete and continue to update the Homebuilding Aircraft Progress Report form.
- Stored materials must be aviation-related. Some Comfort items (such as a couch or refrigerator) & all other contents must be neatly stored and/or stacked along perimeter hangar walls only (generally no further than 4' from the walls providing there is sufficient remaining space for an aircraft). See Section 5. Use of your hangar rental agreement for allowable uses.
- No storage permitted outside of the hangar
- No storage permitted below the aircraft
- Ingress/Egress is clear of obstructions and storage of other items
- Any flammable liquids must be stored in compliance with the UL 1275 standard. We will ask the Fire District to inspect any hangars that appear to exceed the fire code and/or if there are materials of concern.

SHELVING:

- For County-Owned Hangars Only
 - Maximum of six (6) feet in height from the finished floor
 - Only unsecured shelves and racks are allowed (i.e., no anchoring to hangar wall)
- For Non-County-Owned Hangars Only
 - Storage must be maintained at least 24 inches below the ceiling and 18 inches below the level of the fire sprinklers in the buildings with a fire sprinkler system.
 - Storage on metal shelves or racks with maximum height of 10 feet. Shelving above 6 feet must be anchored.

FLOORING:

- If you have a hangar that does not have a fire sprinkler system, then you cannot have combustible materials (such as carpet, wood, etc.) on the floor. Only products that are fire retardant are acceptable. Please contact the local fire protection department if you have any question as to acceptability of a flooring material.

ALTERATIONS AND ADDITIONS IN COUNTY-OWNED HANGARS:

- Any alterations or modifications in County-owned hangar must be approved in advance and in writing by the Director of Airports and go through the local building department's permitting process.

ALTERATIONS AND ADDITIONS IN A PRIVATELY-OWNED HANGAR:

- A loft or other internal structure must be approved by the Contra Costa County Department of Conservation and Development. If your hangar has such a structure, it will be necessary for you to provide the Airport with a copy of the final building permit. If there are such alterations but a building permit was not obtained, you can either go through the process to secure a permit at this time or you can remove the alteration to bring the hangar back to its original condition. Lofts that are suspended from the upper supports of the hangar by ropes, wires, or cables are not allowed and must be removed.

COMMERCIAL ACTIVITY:

- No commercial activity** is authorized or may be conducted in any of the hangars unless the existing lease, license, or other form of written agreement with the County explicitly authorizes such commercial operations.

General Aviation Hangar Inspection Checklist – BAHOA/LCA

STORAGE:

- An aircraft is the primary item to be stored in a hangar and a majority of the space in the hangar must be open and available for the storage of said aircraft.
- Stored materials must be aviation-related. Some Comfort items (such as a couch or refrigerator) & all other contents must be neatly stored and/or stacked along perimeter hangar walls only (generally no further than 4' from the walls providing there is sufficient remaining space for an aircraft).
- No storage permitted outside of the hangar
- No storage permitted below the aircraft, including combustible flooring material
- Ingress/Egress is clear of obstructions and storage of other items
- Any flammable liquids must be stored in compliance with the UL 1275 standard. We will ask the Fire District to inspect any hangars that appear to exceed the fire code and/or if there are materials of concern.

SHELVING:

- For Non-County-Owned Hangars Only
 - Storage must be maintained at least 24 inches below the ceiling and 18 inches below the level of the fire sprinklers in the buildings with a fire sprinkler system.
 - Storage on metal shelves or racks with maximum height of 10 feet. Shelving above 6 feet must be anchored.

FLOORING:

- If you have a hangar that does not have a fire sprinkler system, then only flooring materials that are fire retardant are acceptable. Please contact the local fire protection department if you have any question as to acceptability of a flooring material.

ALTERATIONS AND ADDITIONS IN A PRIVATELY-OWNED HANGAR:

- Internal structures or electrical additions/alterations must be approved by the Contra Costa County Department of Conservation and Development. If your hangar has such a structure, it will be necessary for you to provide the Airport with a copy of the final building permit. If there are such alterations but a building permit was not obtained, you can either go through the process to secure a permit at this time or you can remove the alteration to bring the hangar back to its original condition. Lofts that are suspended from the upper supports of the hangar by ropes, wires, or cables are not allowed and must be removed.

COMMERCIAL ACTIVITY:

- Commercial activity is not allowed in hangars.

General Aviation Hangar Inspection Checklist - LCA

STORAGE:

- An aircraft is the primary item to be stored in a hangar and a majority of the space in the hangar must be open and available for the storage of said aircraft.
- Stored materials must be aviation-related. Some Comfort items (such as a couch or refrigerator) & all other contents must be neatly stored and/or stacked along perimeter hangar walls only (generally no further than 4' from the walls providing there is sufficient remaining space for an aircraft).
- No storage permitted outside of the hangar
- No storage permitted below the aircraft, including combustible flooring material
- Ingress/Egress is clear of obstructions and storage of other items
- Any flammable liquids must be stored in compliance with the UL 1275 standard. We will ask the Fire District to inspect any hangars that appear to exceed the fire code and/or if there are materials of concern.

SHELVING:

- For Non-County-Owned Hangars Only
 - Storage must be maintained at least 24 inches below the ceiling and 18 inches below the level of the fire sprinklers in the buildings with a fire sprinkler system.
 - Storage on metal shelves or racks with maximum height of 10 feet. Shelving above 6 feet must be anchored.

FLOORING:

- If you have a hangar that does not have a fire sprinkler system, then only flooring materials that are fire retardant are acceptable. Please contact the local fire protection department if you have any question as to acceptability of a flooring material.

ALTERATIONS AND ADDITIONS IN A PRIVATELY-OWNED HANGAR:

- Internal structures or electrical additions/alterations must be approved by the Contra Costa County Department of Conservation and Development. If your hangar has such a structure, it will be necessary for you to provide the Airport with a copy of the final building permit. If there are such alterations but a building permit was not obtained, you can either go through the process to secure a permit at this time or you can remove the alteration to bring the hangar back to its original condition. Lofts that are suspended from the upper supports of the hangar by ropes, wires, or cables are not allowed and must be removed. Attached is a list of LCA hangars with approved/permited lofts.

COMMERCIAL ACTIVITY:

- Commercial activity is not allowed in hangars.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 08/14/2018 by the following vote:

		Candace Andersen
AYE:	<input type="checkbox"/>	Diane Burgis
	<input type="checkbox"/>	Karen Mitchoff
	<input type="checkbox"/>	Federal D. Glover
	<input type="checkbox"/>	
NO:	<input checked="" type="checkbox"/>	
ABSENT:	<input type="checkbox"/>	John Gioia
ABSTAIN:	<input checked="" type="checkbox"/>	
RECUSE:	<input checked="" type="checkbox"/>	



Resolution No. 2018/462

A RESOLUTION RECOGNIZING THE CONTRIBUTIONS OF BUCHANAN FIELD AIRPORT AND BYRON AIRPORT TO THE AERONAUTICAL COMMUNITY AND THE ECONOMIC GROWTH OF CONTRA COSTA COUNTY

WHEREAS the County of Contra Costa (the "County") is the ninth most populous county in California and is centrally located in the San Francisco Bay Area; and WHEREAS the County operates two public airports: Buchanan Field Airport in Concord, and Byron Airport in Byron, together serving a diverse mix of aviation and non-aviation businesses and providing a base of operation to over 600 aircraft; and WHEREAS the businesses operated and aircraft based at Buchanan Field Airport and Byron Airport generated approximately \$106 million in total direct and indirect annual economic output in 2016, which includes the creation of 828 jobs, \$8 million in state and local revenue, and \$10.2 million in federal tax revenue; and WHEREAS Buchanan Field Airport and Byron Airport are operated and maintained without the use of County General Funds; instead, each contributes revenue to the County General Fund each year; and WHEREAS, in fiscal year 2015-2016, Buchanan Field Airport and Byron Airport, together, contributed approximately \$2.77 million to the County General Fund, \$1.2 million to local schools, and \$273,216 to other public entities from associated possessory interest and sales tax; and WHEREAS the economic impact of the County airports increases substantially with each new business development and each time an operator chooses to base an aircraft at Buchanan Field Airport or Byron Airport. One new executive hangar development that stores five aircraft that are new to the airport could equate to \$275,000, or more, annually to the County General Fund from associated possessory income tax; and WHEREAS the total revenue generated by Buchanan Field Airport and Byron Airport has increased by over 29% since 2010; and WHEREAS Buchanan Field Airport and Byron Airport have been awarded approximately \$6.8 million in grants from the Federal Aviation Administration, and approximately \$242,500 in grants from the California Transportation Authority since 2010, in support of various facility and infrastructure improvement projects; and WHEREAS County airport staff have received numerous professional awards, including the American Association of Airport Executives Excellence Award for Airport Training 2012, 2013, 2014, 2015, 2016 and 2017 (and expected in 2018), the John Martin Partnered Project of the Year in 2013 from the International Partnering Institute, and the Quality in Construction Award in 2012 from the National Asphalt Pavement Association; and WHEREAS Buchanan Field Airport has maintained its Federal Aviation Administration Commercial Operating Certificate since December 24, 1974, and recently attracted scheduled charter passenger service between Buchanan Field Airport and two popular destinations: Burbank and Las Vegas; and WHEREAS both Buchanan Field Airport and Byron Airport have land available for development; and WHEREAS the County airports operate as a business in a competitive market where tenants, business operators, and other airport users can choose among multiple airport options in the region, thus creating the need for the County airports to maintain a competitive spirit and to proactively position themselves as the airports of choice in the region;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County as follows:

1. Buchanan Field Airport and Byron Airport are essential economic engines that aid the County in meeting the current and future transportation and economic needs of the community.
2. The Director of Airports shall continue to actively pursue innovative and sustainable opportunities to enhance airport facilities and partnerships to remain competitive in the regional marketplace.
3. The Director of Airports will work closely with the County Administrator's Office and the County's Office of Economic Development to further the economic development potential of airports, as they are capital assets to the County and an

integrated transportation asset to the Bay Area region.

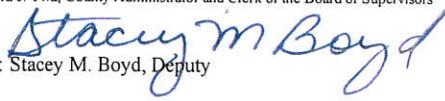
I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

Contact: Beth Lee, (925) 681-4200

ATTESTED: August 14, 2018

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

By: Stacey M. Boyd, Deputy



cc: