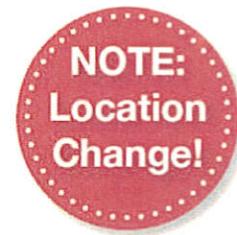




**Contra Costa County
Aviation Advisory Committee
Meeting Agenda
500 Eagle Court, CA 94514
Thursday, November 8, 2018 10:00 a.m.**



*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 October 11, 2018 Meeting Minutes**
- 4. Consider Consent Items**
 - a. Approval of airport Noise & Statistics Report (September 2018)
 - b. Approval of relevant Board actions that occurred from October 9 - 23, 2018
- 5. Discussion/Action Items**
 - a. Discuss items pulled from consent
 - b. Review and discuss updates on the Byron Airport General Plan Amendment (Will Nelson, Conservation and Development)
 - c. Review and discuss updates regarding the Byron Airport public viewing plaza proposed project
 - d. Review and discuss Unmanned Aircraft Systems (a.k.a. drones) and incorporating them at Byron Airport
 - e. Review and discuss the Byron Airport Unicom issue update
 - f. Review and discuss the new (used) Aircraft Rescue Fire Fighting (ARFF) vehicle that was delivered to Byron Airport on Friday, September 14, 2018
 - g. Review and discuss construction activity taking place on Marsh Drive at Buchanan Field Airport
 - h. Review and discuss updates regarding 16 acres of development at Buchanan Field Airport
 - i. Review and discuss the design of a new Terminal, administrative office and ARFF building and select two AAC members for the consultant Selection Committee
 - j. Review and discuss updates on the F-row hangar re-skinning and door replacement project that began on September 11, 2018
 - k. Review and discuss the full-scale emergency response exercise that took place at the Buchanan Field Clubhouse ramp October 15-19, 2018
 - l. Review and discuss the Rates & Charges Board Resolution No. 2018/524 and public hearing that took place on October 16, 2018
 - m. Review and discuss the Around the World Flight by John Koehler that began on June 1, 2018 and ended August 31, 2018 that will take place at the Mount Diablo Pilots Association and Experimental Aircraft Association Chapter 393 Thanksgiving dinner at the Buchanan Field Airport Clubhouse
 - n. Review and discuss the Santa Event that will take place on December 1, 2018 at Buchanan Field Airport Transient Ramp
- 6. Future Agenda Items**
- 7. Adjourn**

**Next AAC Meeting: December 13, 2018 at 10:00 am
Next Airport Committee Meeting: February 13, 2019 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	ABS	Y			2
Mike Bruno	Airports Bus. Assoc.	michael@sterlingav.com	Y	ABS	ABS	Y	Y	ABS	Y	Y	Y	ABS			4
Eric Meinbress	Member at Large	ericmeinbress@comcast.net	Y	Y	Y	Y	Y	ABS	Y	Y	Y	Y			1
Ronald Reagan	District 3	ron@rmsea.com	Y	Y	Y	Y	ABS	ABS	Y	Y	ABS	Y			3
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com	Y	Y	Y	ABS	ABS	Y	Y	Y	Y	ABS			3
Russell Roe	District 5	russroe@pacbell.net	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y			0
Keith McMahon	City of Concord	keithcmcmahon@gmail.com	Y	ABS	Y	ABS	Y	ABS	ABS	ABS	ABS	Y			6
Roger Bass	District 2	twofivexray@yahoo.com	ABS	Y	Y	Y	Y	Y	Y	Y	Y	Y			1
Maurice Gunderson	Member at Large	mauricegunderson@mac.com	Y	ABS	ABS	Y	Y	Y	Y	Y	ABS	ABS			4
Tom Weber	District 4	Tr-weber@sbcglobal.net	Y	Y	Y	Y	Y	Y	Y	ABS	Y	Y			1
Emily Barnett	Member at Large	emilyebarnett@gmail.com	Y	Y	Y	Y	Y	ABS	Y	ABS	Y	ABS			2
Donna Dietrich	Airport Neighbor - Pacheco	concordcascade_mgr@equitylifestyle.com	-----	-----	-----	-----	-----	-----	-----	Y	Y	Y			0
Steven Starratt	Airport Neighbor - Byron	starratt@pacbell.net	-----	-----	-----	-----	-----	-----	-----	Y	Y	Y			0
Was There a Quorum? Y or N			Y	Y	Y	Y	Y	N	Y	Y	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 McMahon	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	9/7/18	10/10/18

DRAFT

**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MEETING MINUTES
OCTOBER 11, 2018**



MEETING CALLED: Vice Chair, Tom Weber called the meeting to order at 10:00 AM.

PRESENT:

Tom Weber, Vice Chair, District IV
Roger Bass, District II
Donna Dietrich, Airport Neighbor – Pacheco
Steven Starratt, Airport Neighbor – Byron Airport
Russell Roe, District V
Eric Meinbress, Member At-Large
Keith McMahon, City of Concord
Dale Roberts, District I
Ronald Reagan, District III

ABSENT:

Emily Barnett, Secretary, Member At-Large
Mike Bruno, Airport Business Association
Derek Mims, City of Pleasant Hill
Maurice Gunderson, Chair, Member At-Large

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:**

Vice Chair Tom Weber welcomed the attendees.

**PUBLIC COMMENT
PERIOD:**

Beth Lee informed the AAC to expect discussions regarding the Byron Airport General Plan Amendment and 36 acre development at Byron Airport.

**APPROVAL OF
10/11/18 MINUTES:**

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

**APPROVAL OF
CONSENT ITEMS:**

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

DISCUSSION/ACTION ITEMS:

a. Discussion of items pulled from consent

The monthly operations report for August 2018 was pulled. There was concern regarding the decline in Bay Area Skydiving operations. Airport staff clarified due to the change in ownership of the business, numbers through February 16, 2018 for the monthly skydiving operations are not available.

b. Review and discuss updates regarding the 4.6-acre development on the corner of Marsh Drive and Solano Way at Buchanan Field Airport

Airport staff went through the standard County solicitation selection process to select an entity to develop a 4.6 acre parcel located on the corner of Marsh Drive and Solano Way at Buchanan Field. A Selection Committee ranked all interested parties in priority ranking order. Staff are working with the number one ranked entity, a partnership between StoragePRO, Inc. and Deutscher Properties Corporation. They have been meeting with the City of Concord to proceed through the environmental process. They anticipate submitting an application to start the review process in November 2018, then starting construction in 2019.

c. Review and discuss updates regarding the three-acre development on the northeast corner of Marsh Drive and Sally Ride Drive at Buchanan Field Airport

On April 10, 2018, staff received approval from the Board of Supervisors to execute a long-term lease with Montecito Commercial Group, LLC. Montecito has been working with the Planning/Building Division within the Department of Conservation and Development to refine the documents needed to proceed through the planning/building process and anticipate submittal by November 1, 2018. The group anticipates breaking ground in January 2019.

d. Review and discuss any updates for the Buchanan Field new Terminal building project

After completion of the Airports' Economic Development Incentive Program (EDIP) process, Airport staff sent out a request for proposals to five consultants on October 9, 2018 for the proposed Buchanan Field Terminal building project. Proposals are due by 5:00pm on November 20, 2018. Staff will then proceed through the standard County selection process. The Terminal building would consist of three main components including an ARFF maintenance bay, office space for Administrative staff, and general aviation terminal flex space.

e. Review and discuss updates on the F-row hangar re-skinning and door replacement project that began on September 11, 2018

The F-row hangar project began on-time on September 11, 2018 at Buchanan Field Airport.

All led paint has been abated, skin on the exterior has been replaced, and electrical work is close to be completed. Portions of the replacement doors will begin arriving and will be put in as they come. The goal is to have all doors replaced by Thanksgiving. Staff anticipates the project to be complete under time. So far, the overall project is coming in underbudget. Staff are currently looking into options to either fix or replace the roofing on the F-row. Staff will continue to provide updates as the project progresses.

f. Review and Discuss updates regarding the Buchanan Field Airport hangar inspections

Airport staff began conducting quadrennial inspections of hangars at Buchanan Field Airport on September 19, 2018 and completed them on October 10, 2018. The objective of the hangar inspections is to ensure that hangar use is compliant with the Federal Aviation Administration (FAA) rules and regulations for grant assurances. Airport staff inspected a total of 230 hangars and nine businesses. The majority of the hangars passed. Staff are currently in the process of working with tenants that did not pass to get in compliance. Staff and the AAC gave kudos to Judith Evans of Airport Staff for coordinating the project.

g. Review and discuss updates regarding the full-scale emergency response exercise taking place at the Buchanan Field Clubhouse ramp October 15-19, 2018

A full-scale emergency exercise will take place at Buchanan Field Airport the week of October 15-19, 2018 between the hours of 1:00 p.m. and 4:00 p.m.. The full-scale exercise will allow for improved aviation emergency response by Aircraft Rescue and Firefighting (ARFF) Airport Operations staff, Contra Costa County Fire Protection District (ConFire), Sheriff personnel as well as by mutual aid units. Public notices have been distributed to the airport tenants and surrounding communities notifying them of the exercise. Monday, Wednesday, and Thursday Airport Operations staff will perform the exercise with ConFire and mutual aid agencies. Wednesday will be the full-scale emergency exercise consisting of all emergency responders. Tuesday and Thursday Operations will be performing their required eight-hour live burn ARFF training. For any questions or concerns, please contact Russell Milburn at (925) 348-0750 or Steve Padilla at (925) 723-2382.

h. Review and discuss any updates regarding the Byron Airport public viewing plaza proposed project

Several months ago, members of the public suggested that a public viewing area at Byron Airport would be a valuable addition, similar to the public area already at Buchanan Field Airport. The AAC contacted local newspaper companies around Byron and requested a pool be taken from the communities to get feedback on the proposed project. Most feedback was positive. The AAC is currently in the process of gathering basic information before a recommendation can be made. This would include determining interest from local schools and other youth groups, evaluation of the potential site, development of a preliminary design sufficient for estimating costs, and scoping of cash and in-kind donations that might be available. The AAC expects to make a recommendation in December whether or not to proceed with the proposed project.

i. **Review and discuss airport policy regarding allowable conditions of aircrafts being stored at Buchanan Field and Byron Airports**

The AAC and Airport staff discussed airport policies regarding allowable conditions of aircrafts currently stored at Buchanan Field and Byron Airports. Staff stressed the importance of keeping every aircraft possible as the number of based aircraft ultimately determines the amount of grant funding (federal and state) received. Staff however did mention that if a tenant is repeatedly in default, an eviction process may be initiated. Staff also mentioned many aircraft have been voluntarily transferred to less visible areas such as the gravel pit area on the west side of Buchanan Field Airport. In return, the aircraft remains based at the Airports and is more cost effective for the tenant.

j. **Review and discuss the new (used) Aircraft Rescue Fire Fighting (ARFF) vehicle that was delivered to Byron Airport on Friday, September 14, 2018**

A new (used) ARFF vehicle was delivered to Byron Airport on September 14, 2018. The unit will act as a back-up for Buchanan Field's current ARFF unit. Airport staff determined it was more cost effective to purchase a used unit as a new unit can cost up to one million dollars or more. Staff purchased the used ARFF unit for approximately \$175,000. Modifications are being made to match Buchanan Field's current, newer ARFF unit. The AAC gave kudos to staff and discussed the importance of having ARFF units at the Airports from an emergency and marketing perspective.

k. **Review and discuss the overview of the new closed-circuit TV security systems at Buchanan Field and Byron Airport**

In an effort to enhance security around the Airports, Operations staff have upgraded security surveillance and access control for both airports. Multiple surveillance cameras have been installed at both airports as well as an upgraded security access control system at Byron Airport to match the one at Buchanan Field. 13 surveillance cameras have been installed at Byron Airport and 19 at Buchanan Field. Staff continuously work to upgrade security where needed as airport security is always staff's top priority.

l. **Review and discuss the fiscal year 2017/18 Airport Enterprise Fund budget (attachment)**

The AAC reviewed the 2017/18 fiscal year Airport Enterprise Fund budget. Keith Freitas reported revenues are up 104%. In an effort to provide additional detail, staff provided the top six revenue categories:

1. Hangar/Tiedown rent - \$992,000
2. Fuel flowage- \$143,000
3. Aviation ground rent - \$604,000
4. Aviation Concessions - \$141,000
5. Non-aviation ground rent - \$1,710,000
6. Non-aviation concessions - \$497,000

m. Review and discuss the new Aviation Advisory Committee (AAC) meeting attendance system using Evite

The AAC discussed alternatives to assist staff with achieving quorums for their monthly meetings. Evite, a social-planning website for creating, sending, and managing online invitations was suggested. Staff spoke with County Counsel prior about the proposed alternative; however, it was advised the online platform may risk the AAC of violating Brown Act requirements as members have the ability to posts comment with other members through the online system. After discussions, staff and the AAC ultimately decided to continue with the current process through email, but instead, staff will send an initial quorum count email ten days in advance of the meeting, report the total count three days prior to the meeting, then the AAC officers will determine whether or not a meeting can be held.

n. Remind the AAC of the Rates & Charges Board resolution and set public hearing on October 16, 2018 at 9:30 a.m. at the Board Chambers located at 651 Pine Street in Martinez, room 107

Airport staff performed a market survey of their regional competitors (Livermore, Hayward, Napa, Sonoma, Stockton and Nut Tree) and found the rates in effect for Buchanan Field and Byron Airports were on the high end of the rate range. To best position the airports, staff are proposing new lowered hangar and tiedown rates. Staff will go before the Board on October 16, 2018 where a public hearing will be held at 9:30 am at the Board Chambers located at 651 Pine Street in Martinez, CA 94553 to consider adoption of Resolution 2018/524 to establish the new rates. If the Board approves, the new rates will go into effect January 1, 2019.

o. Discuss and schedule a meeting date to be held at Byron Airport

The next AAC meeting will be held at Byron Airport (500 Eagle Court, Byron, CA 94514) on Thursday November 8, 2018 at 10:00 am.

FUTURE AGENDA ITEMS/COMMENTS

- Review and discuss updates on the Byron Airport General Plan Amendment
- Review and discuss updates on the proposed Byron Airport public viewing plaza
- Review and discuss the new (used) ARFF truck
- Review and discuss construction activity on Marsh Drive
- Review and discuss incorporating unmanned aircraft systems at Byron Airport

ADJOURNMENT: The Chair adjourned the meeting at 11:23 am.

FINAL

CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MEETING MINUTES
September 13, 2018



MEETING CALLED: Vice Chair, Tom Weber called the meeting to order at 10:02 AM.

PRESENT: **Emily Barnett, Secretary, Member At-Large**
Tom Weber, Vice Chair, District IV
Roger Bass, District II
Mike Bruno, Airport Business Association
Donna Dietrich, Airport Neighbor –Pacheco
Steven Starratt, Airport Neighbor – Byron Airport
Derek Mims, City of Pleasant Hill
Russell Roe, District V
Eric Meinbress, Member At-Large

ABSENT: **Keith McMahon, City of Concord**
Dale Roberts, District I
Ronald Reagan, District III
Maurice Gunderson, Chair, Member At-Large

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

**OPENING
COMMENTS
BY CHAIR:**

Vice Chair Tom Weber welcomed the attendees.

**PUBLIC COMMENT
PERIOD:**

AAC Vice Chair made a public comment regarding the arrival of Buchanan Airport Hangar Owners Association tenant John Koehler from his notorious around the world memory flight that began on June 1, 2018. John Koehler flew solo around the world in his home-built experimental aircraft to raise funds for Alzheimer's research in memory of his mother. John Koehler arrived at Buchanan Field Airport (CCR) on August 31, 2018 at 3:30 a.m. after a 17 hour, non-stop flight from Hilo, HI. For more details on his journey visit <https://memoryflightrtw.weebly.com/>.

AAC Vice Chair also discussed re-evaluating the quorum count process as there has been difficulty reaching a quorum in recent months with the increase of members on the AAC.

**APPROVAL OF
8/9/18 MINUTES:**

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

**APPROVAL OF
CONSENT ITEMS:**

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

PRESENTATIONS:

- a. **Present the Contra Costa County Airports Recognition Award to Warren Large of Concord Jet at Buchanan Field**

Warren Large of Concord Jet was awarded the Contra Costa County Airports Recognition Award for his contributions and services provided at CCR. Warren Large thanked the AAC and explained Concord Jet's goals are to promote CCR.

DISCUSSION/ACTION ITEMS:

- a. **Discussion of items pulled from consent**

There were no items pulled from consent.

- b. **Review and discuss upgrading the ARFF vehicle at Byron Airport and receive support from the AAC**

Airport staff requested support from the AAC to spend up to \$400,000 to replace an Aircraft Rescue and Fire Fighting (ARFF) vehicle based at Byron Airport (C83). The ARFF unit is 30 years old and due for replacement. In fiscal year 16-17, the airport spent approximately \$13,000 in maintenance costs. Replacing the 30-year-old ARFF unit with a newer, reliable one could be a great marketing piece in promoting C83 and life-saving in the event of an emergency as the response time from the east county fire district could take up to 25 minutes. The ARFF unit would be fully funded by the Airport Enterprise Fund. Staff plans bring this item before the Board of Supervisors at the September 25th Board meeting.

A motion was made to support airport staff's recommendation to replace the 30-year-old ARFF unit at C83:

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

c. **Review and discuss the recent airport Common Traffic Advisory Frequency change at Nut Tree Airport**

Keith Freitas discussed his concerns regarding

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.

Noise Abatement Statistics

September 2018

	# Of Callers		Complaints		YTD	YTD	% CHANGE
	2018	2018	2017	2018	2017		
TOTAL NUMBER OF COMPLAINTS	8	8	23	126	164	-23%	
LOCATION OF COMPLAINTS							
Concord	3	3	3	60	29	107%	
Pleasant Hill	2	2	6	23	53	-57%	
Pacheco	0	0	0	3	8	-63%	
Martinez	0	0	0	6	20	-70%	
Byron	0	0	0	1	0	0%	
Other	3	3	4	21	27	-22%	
Subtotal	8	8	13	114	137	-17%	
Special Events	0	0	10	12	27	-56%	
Total Number of Complaints	8	8	23	126	164	-23%	
COMPLAINTS ASSOCIATED WITH							
Buchanan Field Airport		3	8	91	114		
Byron Airport		0	0	1	0		
Law Enforcement/Lifeguard Lights		1	0	10	10		
Non-associated		4	15	24	40		
TIME OF INCIDENT							
Day (0700 - 1700)		4	6	78	109		
Evening (1700 - 2200)		0	11	22	28		
Night (2200 - 0700)		2	2	16	16		
All Times		2	4	10	11		
TYPE OF COMPLAINT							
Noise		2	14	54	79		
Low Flying		2	1	20	17		
Noise and Low Flying		3	6	44	58		
Too Many Aircraft		0	0	1	6		
Other		1	2	7	4		
TYPE OF AIRCRAFT							
Jet		1	13	27	37		
Propeller		2	4	50	64		
Helicopter		3	1	18	25		
All Types		1	2	10	18		
Unknown		1	3	21	20		
TOTAL AIRCRAFT OPERATIONS							
		10,073	10,262	88,900	91,538	-3%	
COMPLAINTS PER 10,000 OPERATIONS							
		8	22	14	18	-21%	
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY							
		3	8	10	12	-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

August
 (2)-Non.Assoc.-Unknown-Antioch/El Sobrante
 (1)- Non-assoc. unknown 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
September
 (1)- non-assoc traffic helicopter
 (1)- Non-assoc. unknown walnut creek
 (1)- non-assoc. all aircraft Walnut Creek

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 32 complaints

Contra Costa County Airports Monthly Operations Report

September 2018

	September 2018	September 2017	YTD 2018	YTD 2017	% CHANGE 2017/2018
AIRCRAFT OPERATIONS					
Total Operations	10,073	10,262	88,900	91,538	-3%
Local Operations	5,011	5,402	46,191	50,047	-8%
Itinerant Operations	3,898	3,661	31,759	31,599	1%
Total Instrument Ops	970	1,066	9,025	8,328	8%
FUEL FLOWAGE					
100 Octane	23,258	27,652	198,611	224,721	-12%
Jet Fuel	103,899	96,858	1,000,729	858,887	17%
Total	127,157	124,510	1,199,340	1,083,608	11%
BYRON INFORMATION					
Byron Fuel	15,592	13,670	85,429	119,703	-29%
Bay Area Skydiving*					
Fuel Purchased (gallons)	3,200	0	16,071	2,000	704%
Glider Operations^					
Tow Aircraft	102	136	1,116	448	n/a
Glider Aircraft	102	136	1,116	448	n/a

*New ownership as of February 2018, monthly skydiving statistics not 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:

October 16, 2018

*HEARING to consider adoption of Resolution No. 2018/***, establishing new hangar and tie-down rental rates and new rates for maintenance and other services at Buchanan Field Airport and Byron Airport (100% Airport Enterprise Fund)*

October 23, 2018

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute on behalf of the County, a 15-year ground lease between the County, as Lessor, and Calstar Air Medical Services, LLC, as Tenant, for the lease of approximately 0.46 acres located at 5005 Marsh Drive, Concord, which is on the northeast side of Buchanan Field Airport (100% Airport Enterprise Fund).



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: October 16, 2018

Subject: Hearing to Consider New Rates and Charges for Buchanan Field Airport and Byron Airport

RECOMMENDATION(S):

1. OPEN the public hearing, ACCEPT public testimony, and CLOSE the hearing.
2. ADOPT Resolution No. 2018/524, establishing new hangar and tie-down rental rates and new rates for maintenance and other services at Buchanan Field Airport and Byron Airport.

FISCAL IMPACT:

No impact to the General Fund. The Airports Division operates as an Enterprise Fund and pays for all of its operating expenses from rents and other charges paid by airport users; no County General Fund dollars are used. The proposed fee schedule is intended to cover the cost of new and existing services provided by the Airports Division.

The proposed fee schedule includes a reduction in the rental rates for County-managed hangars and tie-downs, to make them more regionally competitive. Lowering the rental rates could result in a \$65,514 decrease in annual revenue to the Airport Enterprise Fund.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 10/16/2018 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: October 16, 2018

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

By: June McHuen, Deputy

Contact: Beth Lee, (925)
681-4200

cc:

FISCAL IMPACT: (CONT'D)

However, the rate reduction is also expected to increase patronage and lead to increased revenue in future years. The decrease has been reflected in the 2018-19 Fiscal Year budget.

BACKGROUND:

Airports Must Be Self-Sustaining

The Federal Aviation Administration requires the County airports to be operated and developed as financially self-sustaining public use facilities. Financial sustainability is achieved when the airports are developed and used at their highest and greatest potential. Financial sustainability is further achieved by charging appropriate rates to cover the cost to operate and maintain the facilities. Updating the airports' rates and charges, to enable the airports to charge for all of the services they provide and to establish suitable rental rates to use the airports for private, commercial and development investment functions is one way the Airports Division is striving to achieve this goal. The rates for services are consistent with the Airports' Strategic Plan objectives to diversify the revenue base, increase revenue generation, and improve the financial well-being of the County airport system and its Airport Enterprise Fund.

Competitive Regional Market

The Airports Division is a unique entity within the County system; it operates as a business within a governmental organization as its customers have a choice of many airports regionally. Airport staff performed a market survey of our regional competitors (Livermore, Hayward, Napa, Sonoma, Stockton and Nut Tree) and found that the rates in effect for Buchanan Field and Byron Airports were on the high end of the rate range. To best position Buchanan Field and Byron Airports to be regionally competitive, the new hangar and tie-down rates have been lowered and they will adjust every three years instead of annually. The rate changes are consistent with the Airports' Strategic Plan objective to best position the Airports Division to react and behave more like a business in order to successfully compete for marketplace in the region.

The reduction of hangar and tie-down rates will result in an approximate cost of \$65,514 annually to the Airport Enterprise Fund. This cost is based on applying the proposed rate reduction to occupied facilities. While all of the County's hangars are currently occupied, the wait list for each type of facility has substantively shortened over the years making it more difficult to rent available hangars in a timely manner. The cost of the County's hangars is often cited as a reason for leaving the County's airports and declining a County hangar when offered. Moreover, the County's tie-downs are overall less than 40% occupied. Reducing the hangar and tie-down fees is expected to increase long-term patronage at both airports, which will increase the overall revenue for the Airport Enterprise Fund. Lowering the rates is an integral component of the Airports' economic

strategy to maintain high occupancy rates in a competitive environment thus improving the financial well-being of the airport system and Airport Enterprise Fund.

Another approach the Airports Division is taking is to provide certain rate reductions to existing tenants to further tenant and business retention and attraction goals. One of the most powerful marketing tools for an airport is its existing tenants and businesses; their experience (positive or negative) is quickly transmitted to potential new tenants and businesses. To better ensure a positive experience and word-of-mouth referral, existing tenants and businesses would receive a rent discount if they: (1) have more than one hangar or tie-down; (2) prepay 12-months or more in rent; (3) refer a pilot or tenant that rents a hangar or tie-down; and/or (4) refer a business that enters into a lease or license agreement with the County. A discount will also be provided to a new hangar or tie-down tenant who received their pilot's license through a business located on one of the County's airports. The discounts are designed to motivate tenants to more aggressively market the airports, which should result in more economic development (tenants and businesses) of the airports leading to increased revenue generation and job opportunities. The discount program is consistent with the Airports' Strategic Plan objective to attract business aircraft and aeronautical businesses in addition to attracting general aviation aircraft and pilots.

Update to Rates and Charges

Resolution 2018/524 establishes rates and charges for the Airports Division that supersede the rates and charges established by Resolution 94/286, which was adopted on May 24, 1994. The rates and charges established in 1994 applied only to Buchanan Field Airport, as Byron Airport was not then a County airport. In addition, the rates and charges established in 1994 do not reflect the various types of rentals, or the breadth of services that are currently offered without charge at the airports as there is no fee structure to offset these costs.

In addition to the need to establish rates and charges for Byron Airport, the County needs to formally establish the rental rates that apply to the roughly 100 hangars the County has acquired since the adoption of Resolution 94/286. The hangars became County property upon the expiration or termination of long-term ground leases. Airport rates and charges also need to be updated to eliminate services no longer provided and to include services that have been added since 1994.

The rates and charges being proposed are attached. The methods used to determine the rates and charges for each category is set forth below.

1. Aircraft Tie-Down and Transient Parking Fees are based on a regional market survey to facilitate tenant/business attraction goals.
2. Hangar Rental Fees are based on a regional market survey to best ensure that the

County's hangars maintain a high occupancy rate and are competitively positioned for tenant/business retention and attraction.

3. Tenant Rent Discount Incentives are a unique credit to encourage our tenants/businesses to more aggressively market the airports which will increase and further diversify the revenue to the Airport Enterprise Fund.
4. Miscellaneous Fees are based on a regional market survey to cover the cost of the services that are provided.
 - a. Hourly-Rate Fees: The Airports staff services hourly rates are based on the average hourly rate for employees in the administrative and operations positions.
 - b. Fixed-Rate Fees: The amounts charged for hangar swaps, agreement modification, late submission of insurance certificates, gate access control cards, flight instructor and mechanic registration, landing fees, ground transportation services, airport badges and training are based on rates that other regional airports charge for like services.
5. Lease, license, Permission to Enter, and other applicable land use rates are established through negotiations with tenants. Airports staff considers the following factors to establish land use rates: market analysis of comparable regional airports; existing lease/license/other agreements for comparable use; services to be provided; size of desired location; duration/term; and development cost if applicable.

The rates and charges for the County airports will be effective on January 1, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If the rates and charges are not adopted, the County's airports will continue to operate under the existing rates and charges. As such, the Airports Division would not have the ability to cover the costs for additional services. In addition, the County hangar and tie-down rates will continue to be at the high end of the range for the local market, which could result in the County's airports being less regionally competitive.

ATTACHMENTS

Resolution No. 2018/524

Res 2018/524 New Airport Rates & Charges

Notice of Public Hearing

Airport Pay Scale Range



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: October 23, 2018

Subject: Approval of Long-Term Lease with Calstar Air Medical Services, LLC for Property Located at 5005 Marsh Dr at Buchanan Field Airport, Pacheco Area

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a 15-year lease with Calstar Air Medical Services, LLC, as Tenant, for approximately 0.46 acres located at 5005 Marsh Drive, Concord, which is on the northeast side of Buchanan Field Airport. (100% Airport Enterprise Fund)

FISCAL IMPACT:

There is no negative impact on the General Fund. The Airport Enterprise Fund will receive lease and other revenue and the County General Fund will receive property, sales and possessory interest tax revenues from this development. The ground rent will begin at \$7,600 per month (or \$91,200 per year) and increase annually by the CPI inflator.

BACKGROUND:

This lease between Contra Costa County and Calstar Air Medical Services, LLC, supersedes and replaces an existing lease between Contra Costa County and Mediplane, Inc., dba Reach and Calstar, dated December 1, 2006. The lease has a three-year term that begins October

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/23/2018** 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: October 23, 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: (CONT'D)

2018 and expires in 2021. The tenant has the right to request twelve additional one-year extensions of the original term, which the County may deny in its sole discretion. Like the existing lease, the new lease will permit the tenant to operate a medical air transportation business at Buchanan Field Airport. This new lease will permit those necessary services to continue until 2021 with potential lease extension opportunities to 2033. This general aviation focus is consistent with the policies identified within the Buchanan Field Airport Master Plan. Further, the lease will provide rental and sales tax revenue to the Airport Enterprise Fund and County General Fund.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in approving the project could result in an interruption of necessary medical air transport services for the County and surrounding areas. Further, a delay negatively impacts general aviation aircraft facilities, services, Airport demand needs and the Airport Enterprise Fund and County General Fund.

**NOTICE OF A PUBLIC HEARING BEFORE THE
THE BOARD OF SUPERVISORS OF THE CONTRA COSTA
COUNTY PUBLIC WORKS – AIRPORTS DIVISION**

NOTICE OF PUBLIC HEARING AND AVAILABILITY OF DATA

The Contra Costa County Board of Supervisors will hold a public hearing on October 16, 2018, at 9:30 a.m. in the Board of Supervisors' Chambers, O'Brien Administration Building, 651 Pine Street, Martinez, California, to consider adopting a resolution that will supersede Resolution 94/286, to adopt new rates and charges for Buchanan Field Airport and Byron Airport. If adopted, the new rates and charges will go into effect on January 1, 2019. Oral and written presentations can be made at the hearing.

At least 10 days before the hearing, a copy of the proposed resolution, and all background materials regarding the cost charged for airport staff time to provide the services and the revenue sources anticipated for funding those costs, will be available for inspection and copying at the Office of the Clerk of the Board of Supervisors located at the above address, and at the office of the Contra Costa County Director of Airports, located at 550 Sally Ride Drive, Concord, California.

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

Dated: October 2, 2018

By: June McHuen, Deputy Clerk

Resolution No. 2018/524

IN THE MATTER OF APPROVING RATES AND CHARGES FOR
BUCHANAN FIELD AIRPORT AND BYRON AIRPORT

WHEREAS, there is a need to establish new rates and charges for space rental and the services provided at Buchanan Field Airport and Byron Airport in order to allow the County's airports to continue to be financially self-sustaining, as required by the United States Department of Transportation Federal Aviation Administration (FAA); and

WHEREAS, the Director of Airports has developed a schedule of rates and charges for the use of the County's airports and their facilities, taking into account the FAA Policies regarding the Airport Rates and Charges and the California State Controller's Office Division of Accounting Standards and Procedures for Counties; and

WHEREAS, FAA Policy 2.1 (Federal Register Vol. 61, No. 121, RIN 2120-AF90, Docket No. 27782) permits rates and charges to be set by resolution; and

WHEREAS, notice of hearing of the proposed rates and charges was published twice in the manner set forth in section 6062a of the Government Code.

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

1. The Board hereby establishes those rates and charges shown on Exhibit A, attached hereto and incorporated herein.
2. The Board finds the adoption of the rates and charges established by this resolution is categorically exempt from the California Environmental Quality Act pursuant to Title 14, California Code of Regulations, section 15273(a)(1) and (2).

PASSED AND ADOPTED by the Board of Supervisors at a regular meeting held on October 16, 2018.

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I. RATES FOR AIRCRAFT TIE-DOWN AND TRANSIENT PARKING

Location/Type	Aircraft Wingspan	Monthly Rate	Daily Rate
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A. BUCHANAN FIELD

Tie-Down

Gravel Area.....	40 feet or less	\$ 35.00	
Northwest Ramp.....	40 feet or less	\$ 45.00	
Southwest Ramp.....	40 feet or less	\$ 45.00	
East Ramp Rows B through K.....	40 feet or less	\$ 55.00	
East Ramp Row A.....	40 feet or less	\$ 85.00	

Transient Parking

Itinerant Parking – Transient Ramp*.....	Under 50 feet	\$ 5.00
Itinerant Parking – Transient Ramp*.....	50 feet or more	\$ 25.00
Transient Daily Small Hangar Rental.....			\$ 65.00
Transient Daily Medium & Large Hangar Rental.....			\$110.00

B. BYRON

Tie-Down

Ramp.....	Under 40 feet	\$ 35.00	
Between Hangars.....	Under 40 feet	\$ 45.00	

Transient Parking

Itinerant Parking – At any Transient Ramp*.....	Under 50 feet	\$ 5.00
Itinerant Parking – At any Transient Ramp*.....	50 feet or more	\$ 25.00
Transient Daily Hangar Rental.....			\$ 50.00

*Fee may be waived if parking is validated by an airport business that is enrolled in the Airports' Overnight Parking Fee Waiver Program.

II. RATES FOR MONTHLY HANGAR RENT FOR AIRCRAFT STORAGE

Location/Type **Monthly Rent***

A. BUCHANAN FIELD

Small/Medium Portable Hangar – Ground Rent.....	\$ 115.00
Large Portable Hangar – Ground Rent.....	\$ 130.00
Shade Hangar – South Facing.....	\$ 140.00
Shade Hangar – North Facing.....	\$ 165.00
T-Hangar – South Facing.....	\$ 350.00
T-Hangar – Modernized South Facing.....	\$ 370.00
T-Hangar – North Facing.....	\$ 370.00
T-Hangar – Modernized North Facing.....	\$ 390.00
Medium Hangar – South Facing.....	\$ 470.00
Median Hangar – Modernized South Facing.....	\$ 490.00
Medium Hangar – North Facing.....	\$ 490.00
Median Hangar – Modernized North Facing.....	\$ 510.00
Large Hangar – South Facing.....	\$ 600.00
Large Hangar – Modernized South Facing.....	\$ 620.00
Large Hangar – North Facing.....	\$ 620.00
Large Hangar – Modernized North Facing.....	\$ 640.00
Executive Hangar – South Facing.....	\$ 470.00
Executive Hangar – Modernized South Facing.....	\$ 490.00
Executive Hangar – North Facing.....	\$ 490.00
Executive Hangar – Modernized North Facing.....	\$ 510.00
Storage/Half Hangar Units.....	\$ 185.00

B. BYRON

T-Hangars.....	\$ 260.00
Portable Hangar – Ground Rent.....	\$ 96.00
Large Portable Hangar – Ground Rent.....	\$ 120.00
Storage/Half Hangar Units.....	\$ 140.00

Note: Rents increase every 3 years on January 1 by an amount equal to the 3-year average CPI change (rounded to the nearest whole dollar) ending October 31st, not to exceed 6%.

III. HANGAR RENTAL RATE DISCOUNTS – APPLICABLE TO BOTH AIRPORTS

- A. A tenant who prepays 12 months in advance will receive a 3% reduction in rent for the 12-month period. There is a maximum discount of \$1,000 per year.
- B. A hangar tenant who refers a pilot who rents a tie-down or hangar will receive a one-time \$50 rent credit after 6 months of tenancy by the referred pilot. A tie-down tenant who refers a pilot who rents a tie-down or hangar will receive a one-time \$15 rent credit after 6 months of tenancy by the referred pilot. (In all cases, the referred pilot must continue to be a tenant during the rent credit month.)
- C. A tenant who refers a business that enters into a lease agreement with the County will receive, after their sixth month of operation at the airport by the referred business, an amount equal to 2% of the amount the County receives from the business each month for the subsequent 6-month period. (The maximum benefit is \$1,000 over 6 months and the business must continue to be a tenant during the rent credit period.)
- D. Frequent tenant discount: A tenant who rents more than one hangar or tie-down at a time will receive a 5% discount on rent for each additional hangar or tie-down space. (The discount applies to the lowest-priced rent and there is a maximum discount of \$1,500 per year.)
- E. A person who obtains a pilot's license through a business located on Buchanan Field or Byron Airport and then rents a hangar or tie-down from the County will receive, after the second month of tenancy, a one-time \$50 rent credit on the hangar or a \$15 rent credit on the tie-down.

IV. MISCELLANEOUS FEES APPLICABLE TO BOTH AIRPORTS

A. Fixed Fees

Hangar Swap Fee.....	\$ 100.00 Per Tenant
Hangar Upgrade/Move Fee.....	\$ 100.00 Plus*
Hangar Agreement Modification/Change Fee.....	\$ 100.00 Per Occurrence

*In addition to the \$100 upgrade/move fee, tenant must pay the rent for both locations until tenant is fully out of the original location

1. Insurance Certificate Late Fees

Up to 30 Days after Existing Certificate has Lapsed.....	\$25.00 Late Fee
Up to 60 Days after Existing Certificate has Lapsed.....	\$50.00 Late Fee
Up to 90 Days after Existing Certificate has Lapsed.....	\$75.00 Late Fee

Note: Failure to Provide an Insurance Certificate within 90 Days after Existing Certificate has Lapsed is Default and Grounds for Termination

2. Gate Access Control Cards

Deposit.....	\$ 30.00
Replacement of Lost or Damaged.....	\$ 30.00
Reactivation Fee Per Occurrence	\$ 15.00

3. Flight Instructor Registration

Annually.....	\$ 100.00
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4. Aircraft Mechanic Registration

Annually.....	\$ 100.00
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5. Landing Fees*

Under 12,500 lbs.....	\$ 10.00
12,500 lbs. and over.....	\$ 25.00

*Landing fees apply to commercial operations that are not under an agreement with the County.

6. 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)

7. Airport Movement Area Authorization/ID Badge

Issuance.....	No Cost
Replacement Badge Per Occurrence.....	\$ 30.00

IV. MISCELLANEOUS FEES APPLICABLE TO BOTH AIRPORTS (CONTINUED)

8. Driver/Fueler Training

First Training Class.....	No Cost
Each Subsequent Training Class.....	\$ 300.00
Replacement Badge.....	\$ 30.00

B. Variable Fees

1. Airport Sweeper, Fire Hydrant Clean Out, or Other Assistance Fee

\$125.00 per hour for each airport personnel. This fee will be increased annually on July 1 for each year after July 1, 2018, according to the change in the Consumer Price Index (CPI) for the preceding one-year period ending April 30 of each year and rounded to nearest whole dollar.

2. Airport Administration Staff Services for Account Reconciliation, Insurance Certificate Assistance, Property Re-inspections and/or Other Related Actions Fee

\$125.00 per hour or partial hour for each airport personnel. This fee will be increased annually on July 1 for each year after July 1, 2018, according to the change in the Consumer Price Index (CPI) for the preceding one-year period ending April 30 of each year and rounded to nearest whole dollar.

3. Property Fees (such as putting spray on the airfield pavement)

Cost of time and materials necessary to restore property to former condition

4. Aircraft Improperly Parked & Obstructs Operations or Compromises Safety Fee

Relocation fee.....\$ 125.00 Per Hour or Portion of an Hour

5. Aircraft Obstruction Runway and/or Taxiway Fees

There is no charge for the first two (2) hours after a runway obstruction occurs. After the first two hours, there is a charge in the amount of \$500 for each thirty minutes or portion thereof.

6. Property Development

The developer is responsible for all costs associated with the development of airport property, including environmental review, design, and construction, but excluding Airport staff's time. Upon the County's acceptance of a developer's proposal, the developer is required to make a good faith deposit of \$10,000.

If within six months of the proposal's acceptance by the County, the developer fails to make meaningful progress in developing the agreed-upon development, as determined by the County's Director of Airports, one-half of the security deposit will be non-refundable.

If within twelve months of the proposal's acceptance by the County, the developer fails to make meaningful progress in developing the agreed-upon development, as determined by the County's Director of Airports, the entire security deposit will be non-refundable.

If the developer enters into a long-term lease with the County for the site of the development, the remaining portion of the good faith deposit will be applied to the cost to the Airport of putting the lease in place, excluding the cost of Airport staff's time, but including the cost of other County staff's time. At developer's election, any remaining balance will be refunded to the developer or applied to ground rent.