

**Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord, CA 94520
Thursday, January 10, 2019 at 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 December 13, 2018 Meeting Minutes**
- 4. Consider Consent Items**
 - a. Accept the airport Noise & Statistics Report (November 2018)
 - b. Accept the relevant Board actions that occurred from December 4-18, 2018
- 5. Discussion/Action Items**
 - a. Discuss items pulled from consent
 - b. Discuss the Buchanan Field and Byron Airports' Airport Capital Improvement Program for fiscal years 2019-2034
 - c. Discuss the three positions on the Aviation Advisory Committee that are due to expire in February 2019
 - d. Discuss a proposed transient ramp pedestrian gates access relocation at Buchanan Field Airport
 - e. Discuss noise concerns that were raised from a Concord resident during public comment at the December 13, 2018 Aviation Advisory Committee meeting (standing item)
 - f. Discuss the Byron Airport General Plan Amendment
 - g. Discuss and select one individual on the Aviation Advisory Committee to participate on the bidder Selection Committee to lease the Byron Airport maintenance hangar located at 505 Eagle Court
- 6. Future Agenda Items**
- 7. Adjourn**

**Next AAC Meeting (tentative): February 14, 2019 at 10:00am
Next Airport Committee Meeting (tentative): February 13, 2019 at 11:00am**

AVIATION ADVISORY COMMITTEE

ATTENDANCE ROSTER FOR 2019

AAC Members	Representing	Contact Information	Jan 10	Feb 14	Mar 14	Apr 11	May 9	Jun 13	Jul 11	Aug 8	Sep 12	Oct 10	Nov 14	Dec 12	Total # Abs
Dale Roberts	District 1	datenkale@netscape.net													
Mike Bruno	Airports Bus. Assoc.	michael@sterlingav.com													
Eric Meinbress	Member at Large	ericmeinbress@comcast.net													
Ronald Reagan	District 3	ron@rmsea.com													
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com													
Russell Roe	District 5	russroe@pacbell.net													
Keith McMahon	City of Concord	keithcmcmahon@gmail.com													
Roger Bass	District 2	twofivexray@yahoo.com													
Maurice Gunderson	Member at Large	mauricegunderson@mac.com													
Tom Weber	District 4	Tr-weber@sbcglobal.net													
Emily Barnett	Member at Large	emilyebarnett@gmail.com													
Donna Dietrich	Airport Neighbor - Pacheco	concordcascade_mgr@equitylifestyle.com													
Steven Starratt	Airport Neighbor - Byron	starratt@pacbell.net													
Was There a Quorum? Y or N															

ABS = Absent, Y = Present, N = No

TERM EXPIRATION AND TRAINING CERTIFICATION

AAC Members	Representing	Term Expiration Date	Brown Act & Better Gov't Ordinance Video Completion Date	Ethics Orientation for County officials Completion Date
Dale Roberts	District 1	2/29/20	8/6/17	9/13/17
Mike Bruno	Airports Bus. Assoc.	2/28/19	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
DECEMBER 13, 2018**



MEETING CALLED: Chair Maurice Gunderson called the meeting to order at 10:02am at the Buchanan Field Airport.

PRESENT: **Maurice Gunderson, Chair**, Member At-Large
Emily Barnett, Secretary, Member At-Large
Tom Weber, Vice Chair, District IV
Roger Bass, District II
Steven Starratt, Airport Neighbor – Byron Airport
Eric Meinbress, Member At-Large
Ronald Reagan, District III

ABSENT: **Donna Dietrich**, Airport Neighbor –Pacheco
Mike Bruno, Airport Business Association
Derek Mims, City of Pleasant Hill
Dale Roberts, District I
Russell Roe, District V
Keith McMahon, City of Concord

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports – Administration
Russell Milburn, Assistant Director of Airports – Operations
Will Nelson, Principal Planner

**OPENING
COMMENTS**

BY CHAIR: Chair Maurice Gunderson welcomed the attendees.

PUBLIC COMMENT PERIOD:

A Concord resident brought up noise concerns during public comment. This item will be placed on the agenda to be discussed at the next AAC meeting.

The Selection Committee for the general aviation Terminal project at Buchanan Field Airport chose The KPA Group firm as the top ranked entity for the project design.

Sara and Harvard Holmes of the Buchanan Airport Hangar Owners Association were recognized for completing their experimental aircraft project after 14 years and an estimated 10,000 hours of labor.

The Federal Aviation Administration will be replacing some localizer directional aide airfield landing equipment at Buchanan Field Airport starting spring 2019.

**APPROVAL OF
11/8/18 MINUTES:**

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

**APPROVAL OF
CONSENT ITEMS:**

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

DISCUSSION/ACTION ITEMS:

a. Discuss items pulled from consent

No items were pulled from consent.

b. Discuss the Byron Airport General Plan Amendment program including the schedule, contract billing to date, remaining contract amount by component, and deliverables with the consultant, Dudek, and the Department of Conservation and Development staff, Will Nelson

Brian Grattidge with Dudek gave an update on the Byron Airport General Plan Amendment (GPA) and presented the AAC with a list of project milestones and deliverables as requested from the November meeting. Will Nelson with the Department of Conservation and Development (DCD) received most of the draft Environmental Impact Report (EIR) and expects to receive the remaining contents by the end of December. The draft EIR is expected to go for public review by the end of January 2019. Depending on the amount of comments received, the process may be expedited. Adoption of the full program by the Board of Supervisors (Board) is expected around summer 2019. The AAC requested the contractor to over-communicate moving forward and let them know where support can be helpful. Airport staff will also commit to working with DCD staff to track and alert the AAC when project milestones have been made.

c. Review and recommend Contra Costa County Airports staff to use approximately \$49,000 of Mariposa funds for added costs to the Byron General Plan Amendment (including water supply assessment)

A motion was made to forward support of using about \$49,000 of Mariposa Community Benefit funds to complete a water supply assessment for the Byron GPA to the Airport Committee and then to the Board.

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

d. **Review and recommend Contra Costa County Airports staff to use approximately \$100,000 of Mariposa Funds for the construction of a maintenance and Aircraft Rescue and Fire Fighting truck storage shed at Byron Airport**

A motion was made to forward support of using about \$100,000 of Mariposa Community Benefit funds to complete the purchase of a building and construction site to store an Aircraft Rescue and Fire Fighting truck at Byron Airport to the Airport Committee and then to the Board.

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

e. **Review and recommend Contra Costa County Airports staff to execute an agreement with an Unmanned Aircraft Systems company to perform testing at Buchanan Field and Byron Airports**

A motion was made to forward support to execute an agreement with a partnership with Dronecode and 3DR to perform airfield testing at Buchanan Field and Byron Airports to the Airport Committee and then to the Board.

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

f. **Discuss the recent interest in leasing the maintenance hangar located at 505 Eagle Court at the Byron Airport and select two AAC members to participate on the bidder Selection Committee**

Airport staff have had multiple parties interested in using the Byron Airport maintenance hangar located at 505 Eagle Court. An initial solicitation and request for proposals was sent out on December 5, 2018. Staff requested two AAC volunteers to work with them in reviewing the proposals and participate on the bidder Selection Committee. Roger Bass and Steve Starratt were selected to participate on the committee.

g. **Review and accept the 2018 AAC Annual Report that went before the Board of Supervisors on December 11, 2018**

A motion was made to accept the 2018 AAC Annual Report.

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

h. Discuss and accept the AAC meeting schedule for 2019

A motion was made to accept the 2019 AAC meeting schedule to take place on the second Thursday of every month at either Buchanan Field or Byron Airport.

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

i. Discuss Buchanan Field and Byron Airports' new Facebook pages that went live on November 20, 2018

This item stems from the Airports' Economic Development Incentive program and strategic planning process. Airport staff created Facebook pages for Buchanan Field and Byron Airport that went live on November 20, 2018. Staff look forward to using the social media platform as an avenue to outreach to the communities and educate the public about the airports.

j. Discuss the Buchanan Field Santa event that took place on December 1, 2018

Airport staff hosted their annual Santa event that took place on December 1, 2018 at Buchanan Field Airport. Staff reported a great turnout at this year's event. Santa and his elf arrived by Calstar helicopter. Due to inclement weather the event was held inside the Crowne Plaza Hotel.

k. Discuss new rates and charges effective January 1, 2019

New airport rates and charges take effect January 1, 2019. Airport staff reminded the AAC there will be a fee for late insurance certificates. On average, there are about 60-70 tenants on file with expired insurance certificates which diverts approximately 20% of staff time per week to resolve. Tenants are reminded to be proactive in ensuring insurance certificates are current and received on time at the airports. Details of the new rates and charges can be found on the website at www.ContraCostaCountyAirports.org.

l. Discuss the Buchanan Field F-row hangar re-skinning and door replacement project

The F-row project contract date allows up to January 22, 2019 for completion. However, Airport staff reported that the contractor still expects to complete the project by the end of the year. Staff will coordinate with tenants to move in as quickly and easily as possible.

m. Review and recommend Contra Costa County Airports staff to apply for federal, state and local airport related grants up to \$1,000,000

The Airport Capital Improvement Plan is for the next fifteen years to identify grant funds needed and prioritize future development projects for the airports. Airport staff are trying to access other available state, federal or local grants; many of which have quick turnarounds. Staff is requesting support from the AAC to submit grants up to one million dollars that are airport related. Staff received support from the Airport Committee at the October 31, 2018 meeting and will go before the Board for approval on December 18, 2018. A motion was made to forward

support to apply for state, federal and local grants up to one million dollars that are airport related to the Airport Committee and then to the Board.

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

n. Discuss the Byron Airport public viewing plaza

The AAC reported that a landscaping company has volunteered to participate as a donation in the proposed public viewing plaza project at the Byron Airport. Staff reminded the AAC that a written proposal and Board Order are required in order to proceed through County process to allow donations. A list with a proposed design and cost estimate of items must first be provided to staff by the AAC.

o. Discuss the community outreach program for the Buchanan Field and Byron Airports

This item was requested by the AAC to better understand what the airports are doing to engage with the community. Airport staff have multiple avenues to engage with stakeholders (i.e. Airport website, public calendar of events, social media, County sponsored events, etc.). District III Supervisor Burgis and district IV Supervisor Mitchoff push airport related items to their constituents. Staff will do presentations to various councils and groups when invited. The AAC also agreed to provide updates to their representing groups.

FUTURE AGENDA ITEMS/COMMENTS

- Discuss noise concerns that were raised from a Concord resident during public comment at the 12/13/18 Aviation Advisory Committee

ADJOURNMENT: The Chair adjourned the meeting at 11:35am.

FINAL

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



MEETING CALLED: Chair Maurice Gunderson called the meeting to order at 10:02 AM at Byron Airport.

PRESENT: **Maurice Gunderson, Chair, Member At-Large**
Emily Barnett, Secretary, Member At-Large
Tom Weber, Vice Chair, District IV
Roger Bass, District II
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: **Donna Dietrich, Airport Neighbor –Pacheco**
Mike Bruno, Airport Business Association
Derek Mims, City of Pleasant Hill

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports – Administration
Will Nelson, Principal Planner

**OPENING
COMMENTS**

BY CHAIR: Chair Maurice Gunderson welcomed the attendees.

**PUBLIC COMMENT
PERIOD:**

There was no public comments

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

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

**APPROVAL OF
CONSENT ITEMS:**

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

DISCUSSION/ACTION ITEMS:

a. **Discuss items pulled from consent**

No items were pulled from consent.

b. **Review and discuss updates on the Byron Airport General Plan Amendment (Will Nelson, Conservation and Development)**

Will Nelson with the department of Conservation and Development (DCD) gave an update on the Byron Airport General Plan Amendment (GPA) project. DCD staff received a portion of the draft Environmental Impact Report (EIR) and expects to get the remaining contents by December 2018. Once the full draft is received, it will go to public review. Adoption of the full program is expected around May 2019. The AAC expressed their concerns regarding detail components (Byron Airport allowable use specificity) of the project and their lack of confidence with completion and the contractor's performance. It was stressed the importance of completing the GPA as staff received a proposal to develop approximately 36-acres at Byron Airport. After discussions, the AAC requested to hear from the contractor at the December 13, 2018 AAC meeting, have the projects' list of milestones and dates as part of the meeting packet, then take additional concerns to the Airport Committee if there is limited progress made.

c. **Review and discuss updates regarding the Byron Airport public viewing plaza proposed project**

The AAC gave an update on the proposed public viewing plaza at Byron Airport. The proposed location would be adjacent to the Byron administrative building. AAC members met with a contractor with Mount Diablo Gardening and discussed using artificial turf and wrought iron fencing, etc. The contractor has agreed to donate some labor and materials (fencing, grading, and artificial turf) to assist with the project. Mount Diablo Gardening would be recognized and placed on a commemorative plaque at the location. Table, chairs, and other various items may be added over time as money is contributed. The AAC agreed to view the proposed location after the adjournment of the meeting. Airport staff must Review and approve a plan before moving forward but are supportive of proposed improvement and added community benefits. The AAC plans to speak with the contractor and will provide updates as they come.

d. **Review and discuss Unmanned Aircraft Systems (a.k.a. drones) and incorporating them at Byron Airport**

Supervisor Burgis is very supportive of the Airports and promoting new technologies/employment opportunities. 3DR came out to do drone pavement inspection testing at Byron Airport. Airport staff continue to look further opportunities as they emerge.

e. **Review and discuss the Byron Airport Unicom issue update**

Airport staff received a one weeks' notice about Nut Tree Airport changing their radio frequency to the same frequency Byron Airport utilizes. The frequency change was likely put in place too quickly and without a lot of advanced research. Staff contacted the Federal

Aviation Administration (FAA) and the Federal Communications Commission (FCC) to voice safety concerns. The FAA proactively helped to bring issues to light and partner together to find a better resolution as opposed to the FCC. Nut Tree Airport has agreed to change frequencies, which may take up to six months to occur. Byron Airport users were very appreciative and the AAC thanked staff for their efforts in getting this issue resolved.

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

The new ARFF truck was on site at the Byron Airport.

g. Review and discuss construction activity taking place on Marsh Drive at Buchanan Field Airport

AAC members inquired about the construction activity on Marsh Drive at the end of Runway 32R on the north side of Buchanan Field Airport. The construction activity has to do with an underground pipeline improvement project that is nearing completion.

h. Review and discuss updates regarding 16 acres of development at Buchanan Field Airport

Airport staff submitted a request to the FAA that asked for a release for approximately 16-acres of land on the west side of Buchanan Field Airport for non-aviation purposes. Staff received a development interest letter and sent out a competitive solicitation requesting letters of interests. Staff did not receive any additional users of interest and are scheduled to go before the Board of Supervisors (Board) on December 4, 2018 for negotiations. Non-aviation use is predicated on the FAA releasing the property for non-aviation purposes and County land use controls being consistent with the use.

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

Airport staff requested two volunteers to work with staff on the consultant Selection Committee for the new Buchanan Field Airport Terminal building design. There were multiple interested parties to assist staff. Russell Roe and Eric Meinbress were ultimately selected to participate.

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

Staff were happy to report that the F-row improvement project is still scheduled to be completed as anticipated by December 25, 2018.

k. Review and discuss the full-scale emergency response exercise that took place at the Buchanan Field Clubhouse ramp October 15-19, 2018

A full-scale emergency exercise took place at Buchanan Field the week of October 15-19, 2018. Public notices were sent out to airport tenants and surrounding communities. Staff received no calls and all feedback was positive. A mobile training unit was delivered. The

full-scale exercise allowed for improved interagency emergency response including Aircraft Rescue and Firefighting (ARFF) Operations staff, Contra Costa County Fire Protection District, and Sheriff personnel, as well as by mutual aid units. The exercise was a very positive experience for all.

l. Review and discuss the Rates & Charges Board Resolution No. 2018/524 and public hearing that took place on October 16, 2018

On October 16, 2018, the Board held a public hearing and adopted Resolution 2018/524 establishing new and reduced rates and charges at Buchanan Field and Byron Airports. The new rates will go into effect January 1, 2019. Staff thanked the AAC for their ongoing support.

m. Review and discuss the Around the World Flight Discussion by John Koehler that began on June 1, 2018 and ended August 31, 2018 that will take place at the Mount Diablo Pilots Association (MDPA) and Experimental Aircraft Association (EAA) Chapter 393 Thanksgiving dinner at the Buchanan Field Airport Clubhouse

The AAC Chair gave an update that Buchanan Field Airport tenant John Koehler will not be attending the MDPA and EAA Thanksgiving dinner scheduled for Friday, November 16, 2018 as he is working on writing a book and screenplay on his around the world flight journey. Instead, EAA club member, Bill Larkin will be narrating the history of Buchanan Field Airport using historical photos.

n. Review and discuss the Santa Event that will take place on December 1, 2018 at Buchanan Field Airport Transient Ramp

Santa is coming to Buchanan Field Airport on December 1, 2018 at 10:00am. The event is free and will take place behind the Crowne Plaza Hotel (45 John Glenn Drive, Concord). Attendees are encouraged to contribute to the Food Bank with either a monetary or non-perishable food donation. MDPA will also be having a historical aircraft display. For any questions, contact the Airport at (925) 681-4200.

FUTURE AGENDA ITEMS/COMMENTS

- Review and discuss updates on the Byron Airport General Plan Amendment from the assigned contractor and

ADJOURNMENT: The Chair adjourned the meeting at 11:30am.

Noise Abatement Statistics

November 2018

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2018	2018	2017	2018	2017	
TOTAL NUMBER OF COMPLAINTS	3	4	15	145	197	-26%
LOCATION OF COMPLAINTS						
Concord	0	0	3	67	35	91%
Pleasant Hill	1	1	5	26	63	-59%
Pacheco	0	0	1	3	11	-73%
Martinez	0	0	3	8	25	-68%
Byron	0	0	0	1	0	0%
Other	2	3	3	28	32	-13%
Subtotal	3	4	15	133	166	-20%
Special Events	0	0	0	12	31	-61%
Total Number of Complaints	3	4	15	145	197	-26%
COMPLAINTS ASSOCIATED WITH						
Buchanan Field Airport		1	13	101	143	
Byron Airport		0	0	1	0	
Law Enforcement/Lifeguard Lights		0	0	12	10	
Non-associated		3	2	31	44	
TIME OF INCIDENT						
Day (0700 - 1700)		1	9	91	132	
Evening (1700 - 2200)		0	2	22	30	
Night (2200 - 0700)		2	2	20	18	
All Times		1	2	12	17	
TYPE OF COMPLAINT						
Noise		3	7	61	88	
Low Flying		0	0	23	22	
Noise and Low Flying		1	7	53	73	
Too Many Aircraft		0	0	1	6	
Other		0	1	7	8	
TYPE OF AIRCRAFT						
Jet		0	2	28	46	
Propeller		1	6	61	73	
Helicopter		0	3	21	29	
All Types		0	0	10	22	
Unknown		3	4	25	27	
TOTAL AIRCRAFT OPERATIONS		5,500	9,779	104,413	111,464	-6%
COMPLAINTS PER 10,000 OPERATIONS		7	15	14	18	-21%
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY		2	13	10	13	-25%

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

September
 (1)- non-assoc traffic helicopter
 (1)- Non-assoc. unknown walnut creek

November
 (3)- Non-assoc. from 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

October
 (1)- non-assoc helicopter Clayton
 (1)- Non-assoc. all a/c 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

August
 (2)-Non.Assoc.-Unknown-Antioch/EI Sobrante
 (1)- Non-assoc. unknown walnut creek

Year to Date
 (3) Concord Households with 39 complaints

Contra Costa County Airports Monthly Operations Report

November 2018

	November [#] 2018	November 2017	YTD 2018	YTD 2017	% CHANGE 2017/2018
AIRCRAFT OPERATIONS					
Total Operations	5,500	9,779	104,413	111,464	-6%
Local Operations	2,468	5,377	53,467	60,347	-11%
Itinerant Operations	1,890	3,228	37,613	38,778	-3%
Total Instrument Ops	1,036	969	11,087	10,360	7%
FUEL FLOWAGE					
100 Octane	13,587	21,719	235,998	274,965	-14%
Jet Fuel	81,781	98,488	1,188,465	1,072,928	11%
Total	95,368	120,207	1,424,463	1,347,893	6%
BYRON INFORMATION					
Byron Fuel	7,685	11,484	105,692	144,700	-27%
Bay Area Skydiving*					
Fuel Purchased (gallons)	755	1,000	18,826	3,000	528%
Glider Operations [^]					
Tow Aircraft	56	0	1,364	510	n/a
Glider Aircraft	56	0	1,364	510	n/a

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

[^] Tracking began June 2017

[#] Smoke from Camp Fire affected November Operations

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

The following certified Board Orders are attached:

December 4, 2018

AUTHORIZE the Director of Airports, or designee, to negotiate a long-term ground lease and development terms between the County as Landlord, and Montecito Development Company, LLC., as the developer for approximately 16-acres of land on the west side of the Buchanan Field Airport. (100% Airport Enterprise Fund).

December 4, 2018

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with John Potter for a Shade hangar at Buchanan Field Airport effective December 1, 2018 in the monthly amount of \$177.07 (100% Airport Enterprise Fund).

December 4, 2018

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a Software and Services Agreement with Grey Wall Software, LLC., in the amount of \$50,000, for the term December 4, 2018, to December 3, 2021, including modified indemnification language, to provide an airport administration and operation software solution for the Buchanan Field and Byron Airport (100% Airport Enterprise Funds).

December 4, 2018

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a consent to assignment between the County and the current tenant, Pacific States Aviation, and the new tenant, to assign the lease of County-owned property located at 51 and 101 John Glenn Drive, Concord to Threshold Technologies, Inc. (100% Airport Enterprise Funds)

December 11, 2018

RECEIVE and ACCEPT the 2018 Annual Report submitted by the Aviation Advisory Committee. (No fiscal impact)

December 18, 2018

AUTHORIZE the Director of Airports, or designee, to submit to Federal, State and local agencies applications for grants valued at \$1 million or less that relate to the design, planning, or construction of airport improvements, or the acquisition of equipment to be used at an airport. (100% Airport Enterprise Funds)

December 18, 2018

AUTHORIZE the Director of Airports to explore entering into a memorandum of agreement with Dronecode and 3DR Government Services to use one or both County airports to test the capability of an unmanned aerial system to inspect airport terminal instrument procedures, which are used by pilots after dark and in inclement weather. (100% Airport Enterprise Fund)



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: December 4, 2018

Subject: Contra Costa Airports - Authorize to Negotiate Ground Lease & Development Terms for Approx. 16 Acres of County-Owned Land-Buchanan Field Airport

RECOMMENDATION(S):

AUTHORIZE the Director of Airports, or designee, to negotiate a long-term ground lease and development terms between the County, as Landlord, and Montecito Development Company, LLC, as the developer, for approximately 16 acres of land on the west side of the Buchanan Field Airport.

FISCAL IMPACT:

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

BACKGROUND:

The development site is approximately 16 acres of vacant land owned by the County and located on the west side of Buchanan Field Airport generally between Marsh Drive and Sally Ride Drive. The parcel is currently designated for aviation use on the existing Buchanan Field

RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
 APPROVE OTHER

Action of Board On: **12/04/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

A YE: 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: December 4, 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)

Airport Master Plan. However, the Airports Division is in process of updating the Airport Layout Plan and the associated aviation forecasts and facility needs analysis support re-designating it for non-aviation use. As such, the Airport Division submitted a request to the Federal Aviation Administration's Airports District Office (ADO), which, if approved, will result in the parcel being re-designated for non-aviation use. An aviation use can be located on land that is designated for non-aviation use.

The Airport Division of the Contra Costa County Public Works Department - Airports Division received a letter of interest to lease and develop the property for non-aviation use.

In accordance with the Airport Division's standard practices and at the request of the ADO, on October 25, 2018, the Airport Division solicited for competitive interest in developing the parcel prior to making a developer selection. This solicitation of competitive interest was transmitted to the current commercial tenants of both County airports and to those persons who have asked to be included on a list of developers interested in developing land at either of the County airports. The County did not receive any additional letters of interest to develop this property.

Consistent with the master developer selection process that was approved by the Board of Supervisors on May 23, 2006, projects without a competitive interest are to proceed with the traditional environmental review and lease development processes. The non-aviation development project will be presented to the Aviation Advisory Committee, the Airport Committee, and any other stakeholder to enhance community relations and collaborative relationships.

Development of this 16-acre vacant parcel would expand economic development activity at the Buchanan Field Airport and lead to increased revenues to the Airport Enterprise Fund. The proposal submitted for a non-aviation use, however, is subject to the Airport Division successfully completing the federal process in order for the FAA to approve the County's request for re-designation of the site.

A business proposal must also be consistent with the General Plan for consideration. When the FAA issues a notice of intent to release the property for non-aviation use, Airports staff will work with the Department of Conservation and Development to assess consistency with the General Plan and, if necessary, initiate a General Plan Amendment.

The Board of Supervisors could consider approval of a non-aviation use lease at the Buchanan Field Airport after the ADO releases the property for non-aviation use and, if necessary, completion of a General Plan Amendment.

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

CONSEQUENCE OF NEGATIVE ACTION:

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



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: December 4, 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 John Potter for a Shade hangar at Buchanan Field Airport effective December 1, 2018 in the monthly amount of \$177.07, Pacheco area (District IV).

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$2,124.84 annually.

BACKGROUND:

On September 1, 1970, Buchanan Airport Hangar Company entered into a 30-year lease with Contra Costa County for the construction of seventy-five (75) hangars and eighteen (18) aircraft shelters/shade hangars at Buchanan Field Airport. In 1977 Buchanan Airport Hangar Company amended their lease to allow for the construction of another 30-year lease with Contra Costa County for the construction of seventeen (17) additional hangars. Buchanan Airport Hangar Company was

RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
 APPROVE OTHER

Action of Board On: 12/04/2018 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

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ATTESTED: December 4, 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)

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 Agreement



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: December 4, 2018

Subject: Authorization to Execute an Agreement with Grey Wall Software, LLC.; Buchanan Field and Byron Airport

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a Software and Services Agreement with Grey Wall Software, LLC., in the amount of \$50,000, for the term December 4, 2018, to December 3, 2021, including modified indemnification language, to provide an airport administration and operation software solution for the Buchanan Field and Byron Airport. Concord and Byron Areas (District III and District IV).

FISCAL IMPACT:

There is no negative impact on the General Fund. 100% funded by the Airport Enterprise Fund.

BACKGROUND:

The contract will provide the airports a customizable software solution

RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
 APPROVE OTHER

Action of Board On: **12/04/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

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ATTESTED: December 4, 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)

to efficiently and effectively manage both airport administration and operations systems in a single solution. Airport administration and operation systems include, but are not limited to, hangar and tenant management, property maintenance, and airfield inspections. The vendor will host the software application and database in the cloud.

Under the contract, the County agrees to defend and indemnify the vendor from and against claims brought against vendor arising out of County's breach of the agreement, claims the County's data , or use of the service in violation of the agreement, , or claims that vendor's use of the County Data is not authorized.

CONSEQUENCE OF NEGATIVE ACTION:

If the County is unable to update the Buchanan Field and Byron Airport software solutions, the County will not be able to improve administration and operations systems and efficiency.



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: December 4, 2018

Subject: Approve Director of Airports-Consent to Assig. Lease btwn CC County, Pacific States Aviation, Inc., and Threshold Technologies, Inc for property at CCR

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a consent to assignment between the County and the current tenant, Pacific States Aviation, and the new tenant, to assign the lease of County-owned property located at 51 and 101 John Glenn Drive, Concord to Threshold Technologies, Inc. (100% Airport Enterprise Funds)

FISCAL IMPACT:

There is no negative impact on the General Fund. The Airport Enterprise Fund will continue to receive lease and other revenues provided for in the Lease. The County General Fund will continue to receive property, sales and possessory interest tax revenues from the Lease.

BACKGROUND:

Under a ground lease dated February 25, 2006, the County leased the subject property to Pacific States Aviation, Inc. (PSA) for the purpose of providing services as a Fixed Base Operator (FBO) at Buchanan Field Airport. The PSA FBO has aviation service obligations that

RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
 APPROVE OTHER

Action of Board On: **12/04/2018** 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: December 4, 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)

include a majority focus on services and activities for smaller (i.e., non-corporate) aviation users. In addition to the FBO business, PSA also owns and operates a flight school and maintenance business at Buchanan Field Airport.

PSA has entered into an asset purchase agreement with Threshold Technologies, Inc. (Threshold) for the sale of PSA's FBO business and assets to Threshold. To carry out the sale, PSA must assign its lease with the County to Threshold. An assignment of the lease requires the prior written consent of the County. This Board action would authorize the Director of Airports to execute a consent to assignment of the Lease. Staff recommends the County consent to the assignment because Threshold is capable of satisfying the financial and business requirements of the Lease.

The Lease will provide significant revenue to the Airport Enterprise Fund and County General Fund. The Lease is comparable to other executed leases and is consistent with the Airport Master Plan.

CONSEQUENCE OF NEGATIVE ACTION:

PSA will not be able to assign the lease which will impair the sale of the business.

ATTACHMENTS

Consent to Assignment of Lease

Attachment A - Fully Executed Asset Purchase Agreement



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: December 11, 2018

Subject: 2018 REPORT FROM AVIATION ADVISORY BODY

RECOMMENDATION(S):

RECEIVE and ACCEPT the 2018 Annual Report submitted by the Aviation Advisory Committee.

FISCAL IMPACT:

Not applicable.

BACKGROUND:

On June 18, 2002, the Board of Supervisors (Board) adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year, on the second Tuesday in December. The attached report fulfills this requirement for the Aviation Advisory Committee.

APPROVE

OTHER

RECOMMENDATION OF CNTY
ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: 12/11/2018 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: December 11, 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

CONSEQUENCE OF NEGATIVE ACTION:

Not applicable.

ATTACHMENTS

2018 AAC Annual Report



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: December 18, 2018

Subject: Delegation of Authority to Apply for Grants of Less Than \$1 Million to Benefit County Airports

RECOMMENDATION(S):

AUTHORIZE the Director of Airports, or designee, to submit to Federal, State and local agencies applications for grants valued at \$1 million or less that relate to the design, planning, or construction of airport improvements, or the acquisition of equipment to be used at an airport. Final acceptance of grant funds will continue to be subject to Board approval.

FISCAL IMPACT:

There is no impact on the County General Fund. Any match-funding required of a grant will be fully funded by the Airport Enterprise Fund.

BACKGROUND:

The County's two airports are eligible for various Federal, State and local grants that are available for airport-related design, planning, construction, and equipment. The period of

<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: **12/18/2018** 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: December 18, 2018
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Russell Milburn (925)
681-4200

cc:

time during which applications

BACKGROUND: (CONT'D)

must be submitted for many of these grants is typically very short. In fact, the window of opportunity for submitting an application is often less than the time required to obtain Board approval to submit the application. As a result, the County is missing out on grant opportunities. For example, the County was recently unable to submit an application for two emergency generators that could have been used at Buchanan Field and at Byron Airport to enable administrative offices to remain operational during power failures, because the time period for submitting applications was only two weeks.

In an effort to expand the grant opportunities available to County airports, staff recommends that authority be delegated to the Director of Airports, or his designee, to apply for grants valued at \$1,000,000 or less that relate to the design, planning, or construction of airport improvements, or the acquisition of equipment to be used at an airport. Any match-funding required of a grant will be fully funded by the Airport Enterprise Fund. Authority to accept any grants that are awarded will continue to reside with the County's Board of Supervisors.

CONSEQUENCE OF NEGATIVE ACTION:

If authority to apply for grants valued at \$1 million or less is not delegated to the Director of Airports, or his designee, the County's airports will continue to miss opportunities to apply for grant funds for which they are eligible. The inability to apply for certain grants limits the funding available to improve Buchanan Field Airport and Byron Airport.



Contra
Costa
County

To: Board of Supervisors
From: Supervisor Diane Burgis & Supervisor Karen Mitchoff
Date: December 18, 2018

Subject: Intent to Explore Testing of Unmanned Aerial Systems at County Airports

RECOMMENDATION(S):

AUTHORIZE the Director of Airports to explore the risks and benefits of entering into a Memorandum of Agreement with two private entities, Dronecode and 3DR Government Service (Private Entities), to enable the Private Entities to test unmanned aerial systems (UAS) at one or both County airports to enable the Federal Aviation Administration to evaluate the efficacy of having UAS perform certain airport inspections. Any Memorandum of Agreement would be submitted to the Board of Supervisors for approval.

FISCAL IMPACT:

There is no impact on the County General Fund. Airport staff time and County Counsel staff time will be charged to the Airport Enterprise Fund.

BACKGROUND:

On November 8, 2017, the Department of Transportation, through the Federal Aviation Administration (FAA), announced the establishment of the Unmanned Aircraft Systems (UAS) Integration Pilot Program (IPP). The Program was established to encourage State, local and tribal governments, in partnership with UAS operators and other private sector stakeholders, to conduct advanced operations safely and with public support in affected

APPROVE

OTHER

RECOMMENDATION OF CNTY
ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **12/18/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

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ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Mark Goodwin (925)
252-4500

cc:

communities. It was envisioned that these

BACKGROUND: (CONT'D)

partnerships and operations would in turn assist the Federal Government in establishing future UAS regulations. Interested parties were given a short turnaround time of November 28, 2017 to declare interest in the program.

On November 14, 2017, the Board approved and authorized the County to submit a notice of intent to the Federal Aviation Administration (FAA) indicating their interest and intent to submit an application to partner with the U.S. Department of Transportation in their UAS testing program. On January 16, 2018, the Board ratified the executive of a Letter of Intent between the County and the California Department of Technology to participate in an FAA-sponsored UAS IPP test program.

Recently, Dronecode and 3DR Government Services (Private Entities) approached Contra Costa County with the desire to test the accuracy of a UAS program they have developed for use by the FAA in performing inspections of an airports TERPS, which stands for Terminal Instrument Procedures. An airports TERPS and associated electronic equipment are used by aircraft to safely land during nighttime and inclement weather operations. Dronecode and 3DR have proposed this TERPS test program to the Federal Aviation Administration (FAA) as an alternative to their typical inspection process at airports in the United States. They are projecting significant cost savings, reduction in community noise impacts, and improved safety. Dronecode produces software for UAS, using “open-source” coding that is intended to result in a standardized methodology for communicating with UAS. 3DR Government Services produces UAS systems and services for government projects.

Currently, TERPS inspections occur at 3 to 5-year intervals. The infrequency of the inspections is the result of the FAA having to use a jet or turbo-propeller aircraft to perform TERPS calibration testing. Using these types of aircraft means that the test is expensive (approximately \$10,000 per test) and noisy (producing a lot of complaints from nearby residents). If the test could be performed by a UAS, the FAA and or Airport staff would be able to perform the test more frequently, resulting in improved safety for pilots and the general public.

If the County agrees to allow one or both of its airports to be used by the Private Entities to perform tests of the subject UAS, the County will enter into a Memorandum of Agreement (MOA) with the Private Entities. The MOA will require the Private Entities to share the data gathered as a result of the tests with the FAA. There will be little short-term benefit to the County for partnering on this project. However, the County would benefit if the tests conducted by the Private Entities lead to an increase in the frequency of TERPS and a reduction in the noise and pollution that currently result from TERPS. Additionally, in the long-term, the County is expected to benefit by establishing a partnership with the FAA so that other UAS programs within the County could be expedited through the FAA approval process.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not participate as a partner in enabling the FAA to evaluate new technology.

ATTACHMENTS

Federal Register -UAS Integration Pilot Program

Airport Capital Improvement Program - FISCAL YEARS 2019-2034

Buchanan Field Airport, Concord, CA - (NIPIAS #06-0050)

Project Description	Federal Funds	State Funds	Local Funds		Total \$	Environmental Impact Reg	Funds To Be Obligated	Completion Date
			PFC	Other				
Construction of asphalt pavement and PCC overlay/reconstruction for Rwy 14L/32R (4600' x 150'). Include items identified by the Runway Safety MITRE Study (2004) and the FAR Part 139 Certification Inspection (2012), which includes inground edge lighting and pavement reconfiguration.	\$3,780,000	\$189,000	na	\$231,000	\$4,200,000	Yes	5/1/2019	12/31/2020
Construct new ARFF equipment storage bay, office space, locker rooms and training room	\$2,700,000	\$135,000	na	\$165,000	\$3,000,000	Yes	5/1/2021	5/1/2023
Design, engineering and environmental analysis of bid package for reconstruction and overlay of Taxiway Golf and Runway 01L run-up area (6,600 sq/yd)	\$180,000	\$9,000	na	\$11,000	\$200,000	Yes	5/1/2022	5/1/2023
Asphalt pavement overlay and reconstruction of Taxiway Golf and Runway 01L run-up area (6,600 sq/yd).	\$1,080,000	\$54,000	na	\$66,000	\$1,200,000	Yes	5/1/2023	12/31/2024
Design, engineering and environmental analysis of bid package for reconstruction and overlay of Main Ramp (11,700 sq/yd)	\$270,000	\$13,500	na	\$16,500	\$300,000	Yes	5/1/2024	5/1/2025
Asphalt pavement overlay and reconstruction of Main Ramp area (11,700 sq/yd).	\$1,080,000	\$54,000	na	\$66,000	\$1,200,000	Yes	5/1/2025	12/31/2026
Construct new ATCT. Facility is 60 years old and will be displaced by new terminal building.	\$10,800,000	\$540,000	na	\$660,000	\$12,000,000	Yes	5/1/2026	12/31/2028
Complete second phase of perimeter fencing, access control, CCTV security upgrades.	\$2,812,500	\$140,625	na	\$171,875	\$3,125,000	Yes	5/1/2027	12/31/2028
Replace 1500 gallon ARFF Vehicle	\$810,000	\$40,500	na	\$49,500	\$900,000	No	5/1/2028	12/31/2029

Airport Capital Improvement Program - FISCAL YEARS 2019-2034

Buchanan Field Airport, Concord, CA - (NIPIAS #06-0050)

Project Description	Federal Funds	State Funds	Local Funds		Total \$	Environmental Impact Reg	Funds To Be Obligated	Completion Date
			PFC	Other				
Pavement reconstruction and overlay, with pavement marking removal/replacement for Runways 14R/32L (2799' x 75') and 01R/19L (2770' x 75')	\$3,600,000	\$180,000	na	\$220,000	\$4,000,000	Yes	5/1/2029	5/1/2030
Design and engineering of bid package for reconstruction and overlay of Taxiway Juliet (23,218 sq/yd)	\$472,500	\$23,625	na	\$28,875	\$525,000	Yes	5/1/2029	12/31/2030
Asphalt pavement overlay and reconstruction of Taxiway Juliet and Runway 32R run-up area (23,218 sq/yd).	\$1,980,000	\$99,000	na	\$121,000	\$2,200,000	Yes	5/1/2030	5/1/2031
Design, engineering and environmental analysis of bid package for reconstruction and overlay of Taxiway Alpha, Runway 19L and Runway 19R run-up areas (29,197 sq/yd)	\$652,500	\$32,625	na	\$39,875	\$725,000	Yes	5/1/2031	5/1/2032
Asphalt pavement overlay and reconstruction of Taxiway Alpha, Runway 19L run-up area, and Runway 19R run-up area (29,127 sq/yd).	\$2,700,000	\$135,000	na	\$165,000	\$3,000,000	Yes	5/1/2032	12/31/2033
Environmental, engineering, design, testing, purchase and installation of new taxiway edge lighting and airfield signs. Include magnetic runway heading evaluation. Replace all airfield electrical systems, i.e. wiring, regulators, etc.	\$2,250,000	\$112,500	na	\$137,500	\$2,500,000	Yes	5/1/2033	12/31/2034
Update FAR Part 150 - Noise Exposure Map.	\$436,500	\$21,825	na	\$26,675	\$485,000	No	5/1/2034	12/31/2035
Noise monitoring and flight track system	\$1,215,000	\$60,750	na	\$74,250	\$1,350,000	No	5/1/2034	12/31/2035
Airfield electrical system accessment to include runway and taxiway lighting, signage and regulators.	\$315,000	\$15,750	na	\$19,250	\$350,000	No	5/1/2034	12/31/2035

Airport Capital Improvement Program - FISCAL YEARS 2019-2028

Byron Airport, Byron CA - (NIPIAS # 06-0008)
NIPIAS # 06-0008

Project Description	Federal Funds	State Funds	Local Funds		Total \$	Environmental Impact Req	Funds To Be Obligated	Completion Date
			PFC	Other				
Complete Wildlife Hazard Assessment	\$45,000	\$2,250	na	\$2,750	\$50,000	Yes	5/1/2021	12/31/2022
Design, engineering, environmental, wildlife hazard assessment and construction of perimeter fencing upgrades (includes approx 11,000 lf of fencing, 13 vehicle and ped gates)	\$1,068,750	\$53,438	na	\$65,313	\$1,187,500	Yes	5/1/2022	12/31/2023
Deign, engineering, and environmental analysis of taxiway edge lighting for entire airfield (approximately 18,000 lf)	\$360,000	\$18,000	na	\$22,000	\$400,000	Yes	5/1/2023	12/31/2024
Install Taxiway Alpha, Bravo and Charle edge lighting and associated airfield electrical upgrades.	\$1,350,000	\$67,500	na	\$82,500	\$1,500,000	Yes	5/1/2024	12/31/2025
Airport Master Plan update with narrative study	\$450,000	\$22,500	na	\$27,500	\$500,000	Yes	5/1/2025	12/31/2027
Environmental Assessment for 149 land purchase for approach protection Rwy 05/23	\$247,500	\$12,375	na	\$15,125	\$275,000	Yes	5/1/2026	12/31/2028
Purchase land for runway approach protection for Rwy 5/23 fee simple Parcel AP# 001-031-004(149.88 acres northeast portion of Airport)	\$1,980,000	\$99,000	na	\$121,000	\$2,200,000	Yes	5/1/2028	12/31/2029
Conceptional 25% design, engineering, environmental review and construction for proposed 1500' x 100' Runway 12/30 extension	\$315,000	\$15,750	na	\$19,250	\$350,000	Yes	5/1/2028	9/1/2029
Full Deisgn, Engineering and Bid Specifications/Drawings for construction of 1500 foot Runway 12/30 extension. Also address Caltrans ponding concerns	\$360,000	\$18,000	na	\$22,000	\$400,000	Yes	5/1/2030	12/31/2031
Construction of 1500 foot Runway 12/30 extension. Also address Caltrans ponding concerns	\$3,780,000	\$189,000	na	\$231,000	\$4,200,000	Yes	5/1/2032	12/31/2033



Contra Costa County
Public Works
Department

Brian M. Balbas, Director
Deputy Directors
Stephen Kowalewski – Chief
Mike Carlson
Warren Lai
Carrie Ricci
Joe Yee

FOR IMMEDIATE RELEASE

Contra Costa Aviation Advisory Committee Opening

December 20, 2018 – Contra Costa County is accepting applications for the upcoming Member at Large opening on the Aviation Advisory Committee (AAC). The term begins upon appointment by the Board of Supervisors and expires on February 28, 2022. Residents of and/or employees in Contra Costa County are eligible to fill this position to represent all County stakeholders in matters related to Buchanan Field and Byron Airport.

The AAC serves as an advisory group to the Contra Costa County Board of Supervisors (Board) to provide advice and recommendations to the Board on aviation matters related to the Contra Costa County Airports. The AAC typically meets once per month at either Buchanan Field or Byron Airport.

Application forms can be obtained from the Clerk of the Board of Supervisors by calling 925.335.1900 or at <http://www.contracosta.ca.gov/3418/Appointed-Bodies-Committees-and-Commissi>. Applications should be submitted online or returned to the Clerk of the Board of Supervisors, Room 106, County Administration Building, 651 Pine Street, Martinez, CA 94553, no later than **5:00 p.m. on Monday, January 28, 2019**. Applicants should plan to be available for public interviews on **Wednesday, February 13, 2019**.

For more information on the Contra Costa County Airports or the AAC visit us at <http://www.contracostacountyairports.org/4694/Airports> or by calling (844) Fly-ToUs or 844.359.8687.

About Contra Costa County Public Works Department:

Contra Costa County Public Works Department (CCCPWD) maintains over 660 miles of roads, 150 miles of streams, channels and other drainage and over 200 County buildings throughout Contra Costa County. CCCPWD provides services such as Parks and Recreation, Sand Bag Distribution and Flood Control throughout unincorporated areas of Contra Costa County. CCCPWD operates two airports, Buchanan Field in Concord and Byron Airport in Byron. For more information about CCCPWD, please visit us [here](#).

CONTACT: Steve Padilla, 925.723.2382

##

"Accredited by the American Public Works Association"

255 Glacier Drive Martinez, CA 94553-4825

TEL: (925) 313-2000 • FAX: (925) 313-2333

www.cccpublicworks.org

CONTRA COSTA COUNTY Aviation Advisory Committee

December 20, 2018

Dear Airport Business Association Member,

I want to thank you for your support of the Contra Costa County Aviation Advisory Committee (AAC). Your representative, Mike Bruno, has been a valuable asset to the AAC.

Mike Bruno's current term on the AAC will expire on February 28, 2019. As such, we are asking that you either reappoint him or select a new representative to fill the soon to be vacant position. If the appointment has not been approved on or before March 1, 2019, then Mr. Bruno may hold over on a month-to-month basis for a period not to exceed 60 days. If an appointment has not been made by the end of the 60-day holdover period the position will be deemed vacant, as per the AAC bylaws, and your office will not have a representative on the AAC until the position is filled.

Thank you again for your support of the AAC and we look forward to a continued working relationship with you and your AAC representative.

Sincerely,



Maurice Gunderson, Chair
Aviation Advisory Committee

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c:

M. Bruno, Sterling Aviation
W. Large, Concord Jet Service
B. Thompson, Pacific States Aviation
T. Weber, AAC
E. Barnett, AAC
K. Freitas, Airports
B. Lee, Airports
R. Milburn, Airports

CONTRA COSTA COUNTY Aviation Advisory Committee

December 20, 2018

Joelle Fockler, MMC
Concord City Clerk
Concord Civic Center
1950 Parkside Drive
Concord, CA 94519

Dear Ms. Fockler:

I want to thank you for your support of the Contra Costa County Aviation Advisory Committee (AAC). Your representative, Keith McMahon, has been a valuable asset to the AAC.

Keith McMahon's current term on the AAC will expire on February 28, 2019. As such we are asking that you either reappoint him or select a new representative to fill the soon to be vacant position. The term of each member's appointment is three years. If the appointment has not been approved on or before March 1, 2019, then Mr. McMahon may hold over on a month-to-month basis for a period not to exceed 60 days. If an appointment has not been made by the end of the 60-day holdover period, the position will be deemed vacant, as per the AAC bylaws, and your office will not have a representative on the AAC until the position is filled.

Thank you again for your support of the AAC and we look forward to a continued working relationship with you and your AAC representative.

Sincerely,



Maurice Gunderson, Chair
Aviation Advisory Committee

MG:az

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c: V. Barone, City of Concord
T. Weber, AAC
E. Barnett, AAC
K. Freitas, Airports
B. Lee, Airports
R. Milburn, Airports