

**Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord, CA 94520
Thursday, February 14, 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 January 10, 2019 Meeting Minutes**
- 4. Consider Consent Items**
 - a. Accept the airport Noise & Statistics Report (December 2018)
 - b. Accept the relevant Board actions that occurred from January 15-29, 2019
- 5. Discussion/Action Items**
 - a. Discuss items pulled from consent
 - b. Discuss and take action as deemed necessary relative to the Byron Airport General Plan Amendment. Schedule, Milestones and Status of Deliverables
 - c. Discuss the Selection Committee ranking to lease the maintenance hangar located at 505 Eagle Court at Byron Airport
 - d. Discuss the F-row improvement project at Buchanan Field Airport
 - e. Discuss the 4.6-acre development at Buchanan Field Airport
 - f. Discuss the construction activity related to the 3-acre industrial business park development at Buchanan Field Airport
 - g. Discuss the potential assignment of Pacific States Aviation's lease at Buchanan Field Airport
 - h. Discuss FAA funding related to the Runway 14L/32R project at Buchanan Field Airport
 - i. Discuss the Taxiway B closures at Buchanan Field Airport
 - j. Discuss pilot-controlled lighting at Buchanan Field Airport
 - k. Follow-up discussion on the Buchanan Field and Byron Airport Airport Capital Improvement Plan
 - l. Discuss updates of the hangar and tie-down agreements for Buchanan Field and Byron Airport
 - m. Discuss the Buchanan Field and Byron Airport 2018 fuel flowage report
- 6. Future Agenda Items**
- 7. Adjourn**

**Next AAC Meeting (tentative): March 14, 2019 at 10:00am
Next Airport Committee Meeting (tentative): May 8, 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	Y												
Mike Bruno	Airports Bus. Assoc.	michael@sterlingav.com	ABS												1
Eric Meinbress	Member at Large	ericmeinbress@comcast.net	Y												
Ronald Reagan	District 3	ron@rmsea.com	ABS												1
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com	ABS												1
Russell Roe	District 5	russroe@pacbell.net	Y												
Keith McMahon	City of Concord	keithcmcmahon@gmail.com	ABS												1
Roger Bass	District 2	twofivexray@yahoo.com	Y												
Maurice Gunderson	Member at Large	mauricegunderson@mac.com	Y												
Tom Weber	District 4	Tr-weber@sbcglobal.net	Y												
Emily Barnett	Member at Large	emilyebarnett@gmail.com	Y												
Donna Dietrich	Airport Neighbor - Pacheco	concordcascade_mgr@equitylifestyle.com	Y												
Steven Starratt	Airport Neighbor - Byron	starratt@pacbell.net	Y												
Was There a Quorum? Y or N			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	12/9/18	12/9/18
Steven Starratt	Byron Neighbor	2/28/21	9/7/18	10/10/18

DRAFT

**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MEETING MINUTES
JANUARY 10, 2019**



MEETING CALLED: Chair Maurice Gunderson called the meeting to order at 10:00 AM at 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
Donna Dietrich, Airport Neighbor – Pacheco
Russell Roe, District V
Eric Meinbress, Member At-Large
Dale Roberts, District I

ABSENT: **Ronald Reagan**, District III
Keith McMahon, City of Concord
Mike Bruno, Airport Business Association
Derek Mims, City of Pleasant Hill

STAFF: Beth Lee, Assistant Director of Airports – Administration
Russell Milburn, Assistant Director of Airport – Operations
Alina Zimmerman, Administrative Assistant
Will Nelson, Principal Planner

**OPENING
COMMENTS
BY CHAIR:**

Chair Maurice Gunderson welcomed the attendees.

PUBLIC COMMENT PERIOD:

Airport staff reported Nut Tree Airport has chosen a different radio traffic frequency to use and is awaiting approval from the Federal Aviation Administration (FAA). Awhile back, staff received a two week notice that Nut Tree Airport switched to the same frequency as Byron Airport. Staff immediately notified the FAA and the Federal Communications Commission.

There was public comment from an airport tenant regarding updates on the on-going F-row improvement project at Buchanan Field Airport. Staff could not comment; but will put this item on the AAC agenda for February.

There was public comment from an AAC member regarding the change in ownership at a business located at Buchanan Field Airport. Staff could not comment; but will put this item on the AAC agenda for February.

APPROVAL OF

12/13/18 MINUTES: Moved by Emily Barnett; seconded by Donna Dietrich. Yes: Roger Bass, Dale Roberts, Maurice Gunderson, Eric Meinbress, Russell Roe, Tom Weber, and Steven Starratt. No: None. Abstained: None. Absent: Ronald Reagan, Keith McMahon, Mike Bruno, Derek Mims

**APPROVAL OF
CONSENT ITEMS:**

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

DISCUSSION/ACTION ITEMS:

a. Discuss items pulled from consent

No items were pulled from consent.

b. Discuss the Buchanan Field and Byron Airports' Airport Capital Improvement Program for fiscal years 2019-2034

Included in the AAC meeting packet was the Buchanan Field and Byron Airports, Airport Capital Improvement Plan (ACIP) for 2019-2034. The ACIP is a nationwide planning tool for identifying and prioritizing critical airport development and associated capital needs. There was concern regarding pilot-controlled lighting at Buchanan Field Airport. This issue will be placed on the AAC agenda to be discussed in February.

c. Discuss the three positions on the Aviation Advisory Committee that are due to expire in February 2019

The Member at-large, City of Concord, and Airport Business Associate positions are due to expire February 28, 2019. Letters for reappointment were sent to the City of Concord office and the three Fixed Based Operators at Buchanan Field Airport. A press release for the at-large position was distributed with an application deadline of 5:00 p.m. on January 28, 2019. Interviews for the at-large position will be on February 13, 2019, during the Airport Committee meeting.

d. Discuss a proposed transient ramp pedestrian gate access relocation at Buchanan Field Airport

Airport staff are looking to relocate the transient ramp gate at Buchanan Field Airport. The Crowne Plaza hotel installed a security gate for customers parking that encloses the transient ramp gate. Staff are looking at the potential to relocate the transient ramp gate closer to the fire swing gate to make it easier for pick-up and drop off of pilots not staying at the hotel.

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)

A Concord resident brought up noise concerns during public comment at the December AAC meeting. This item was placed on the agenda to discuss in depth with the Concord resident; however, the resident did not attend meeting. The AAC and Airport staff have met with the resident to discuss noise concerns. Staff reported the meeting went well. The AAC gave kudos to staff for their great customer service.

f. Discuss the Byron Airport General Plan Amendment

The department of Conservation and Development (DCD) staff reviewed portions of the draft Environmental Impact Report (DEIR) for the Byron Airport General Plan Amendment project and are currently waiting for other portions related to traffic and water supply. The remaining portions were expected to be completed in December; however, due to revisions and timing, the completion date to submit the remaining portions of the DEIR has been delayed to the end of January. Another update will be given at the February AAC meeting, along with a document to note a timeline schedule, milestones, status of deliverables and identifying next steps. If deemed necessary, the AAC will take their concerns to the Board of Supervisors' Airport Committee.

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

Airport staff are looking for a volunteer to participate on the bidder Selection Committee to lease the Byron Airport maintenance hangar. One of the volunteers that was selected at the December AAC meeting withdrew due to a possible perceived conflict of interest. A motion was made to appoint Donna Dietrich.

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

FUTURE AGENDA ITEMS/COMMENTS

- Byron Airport General Plan Amendment schedule, milestones and status of deliverables
- Byron Airport maintenance hangar lease ranking outcome
- Buchanan Field Airport F-row improvement project update
- Buchanan Field Airport Runway 32R project
- Buchanan Field Airport Taxiway B closures
- Buchanan Field Airport pilot-controlled lighting
- Buchanan Field Airport Pacific States Aviation lease assignment
- Buchanan Field Airport 3-acre industrial business park
- Airport Capital Improvement Plan follow-up
- 2018 fuel flowage report

ADJOURNMENT: The Chair adjourned the meeting at 10:52 a.m.

FINAL

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 McMahan, 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.

Noise Abatement Statistics

December 2018

	# Of Callers		Complaints		YTD	YTD	% CHANGE
	2018	2018	2017	2018	2017		
TOTAL NUMBER OF COMPLAINTS	7	10	9	155	206	-25%	
LOCATION OF COMPLAINTS							
Concord	2	5	5	72	40	80%	
Pleasant Hill	2	2	1	28	64	-56%	
Pacheco	2	2	0	5	11	-55%	
Martinez	0	0	0	8	25	-68%	
Byron	0	0	0	1	0	100%	
Other	1	1	3	29	35	-17%	
Subtotal	7	10	9	143	175	-18%	
Special Events	0	0	0	12	31	-61%	
Total Number of Complaints	7	10	9	155	206	-25%	
COMPLAINTS ASSOCIATED WITH							
Buchanan Field Airport		9	6	110	149		
Byron Airport		0	0	1	0		
Law Enforcement/Lifeguard Lights		0	1	12	11		
Non-associated		1	2	32	46		
TIME OF INCIDENT							
Day (0700 - 1700)		8	5	99	137		
Evening (1700 - 2200)		0	1	22	31		
Night (2200 - 0700)		0	0	20	18		
All Times		2	3	14	20		
TYPE OF COMPLAINT							
Noise		6	6	67	94		
Low Flying		0	1	23	23		
Noise and Low Flying		4	2	57	75		
Too Many Aircraft		0	0	1	6		
Other		0	0	7	8		
TYPE OF AIRCRAFT							
Jet		3	0	31	46		
Propeller		5	2	66	75		
Helicopter		0	1	21	30		
All Types		1	3	11	25		
Unknown		1	3	26	30		
TOTAL AIRCRAFT OPERATIONS		7,648	10,738	112,061	122,202	-8%	
COMPLAINTS PER 10,000 OPERATIONS		13	7	14	17	-18%	
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY		12	6	10	12	-19%	

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. 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

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

December
 (4)- complaints from 1 Concord Household

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
 (4) Concord Households with 48 complaints

Contra Costa County Airports Monthly Operations Report

December 2018

	December 2018	December 2017	YTD 2018	YTD 2017	% CHANGE 2017/2018
AIRCRAFT OPERATIONS					
Total Operations	7,648	10,738	112,061	122,202	-8%
Local Operations	4,008	6,054	57,475	66,401	-13%
Itinerant Operations	2,639	3,619	40,252	42,397	-5%
Total Instrument Ops	835	886	11,922	11,246	6%
FUEL FLOWAGE					
100 Octane	16,077	25,099	252,075	300,064	-16%
Jet Fuel	78,593	94,273	1,267,058	1,167,201	9%
Total	94,670	119,372	1,519,133	1,467,265	4%
BYRON INFORMATION					
Byron Fuel	8,535	12,429	114,227	157,129	-27%
Bay Area Skydiving*					
Fuel Purchased (gallons)	1,500	0	20,326	3,000	578%
Glider Operations^					
Tow Aircraft	224	116	1,588	626	n/a
Glider Aircraft	224	116	1,588	626	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:

- January 15, 2019 *APPROVE and AUTHORIZE the Director of Airports, or designee, to host the 11th Annual Tenant Appreciation Event and to expend approximately \$17,000 for the event to be held at the Buchanan Field Airport to thank customers for choosing Contra Costa County Airports - Buchanan Field and Byron Airports to store their aircraft and/or operate businesses. (100% Airport Enterprise Fund)*
- January 15, 2019 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Jamil Alkhoury for a Shade hangar at Buchanan Field Airport effective January 1, 2019 in the monthly amount of \$140.00. (100% Airport Enterprise Fund)*
- January 15, 2019 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Blake Hammerquist for a Shade hangar at Buchanan Field Airport effective January 1, 2019 in the monthly amount of \$140.00. (100% Airport Enterprise Fund)*
- January 15, 2019 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Andrew Wells for a Shade hangar at Buchanan Field Airport effective January 1, 2019 in the monthly amount of \$177.07. (100% Airport Enterprise Fund)*
- January 15, 2019 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Tracy Peters for a T-hangar at Buchanan Field Airport effective January 1, 2019 in the monthly amount of \$370.00. (100% Airport Enterprise Fund)*
- January 15, 2019 *APPROVE and ADOPT the Disadvantaged Business Enterprise (DBE) Program for County Airports. (100% Airport Enterprise Funds)*

January 22, 2019

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Duane Allen and Juan Saucedo for a T-hangar at Buchanan Field Airport effective January 1, 2019 in the monthly amount of \$350.00. (100% Airport Enterprise Fund)



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: January 15, 2019

Subject: APPROVE and AUTHORIZE the Director of Airports, or designee, to host a County sponsored event at the Buchanan Field Airport.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to host the 11th Annual Tenant Appreciation Barbeque (tentatively scheduled for Thursday, May 2, 2019), in an amount of approximately \$17,000 and held at the Buchanan Field Airport to thank customers for choosing Contra Costa County Airports - Buchanan Field and Byron Airports to store their aircraft and/or operate businesses, Pacheco (District IV) and Byron area (District III).

Pursuant to Administrative Bulletin No. 114 (County and Non-County Sponsored Events and Activities):

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

Action of Board On: **01/15/2019** 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: January 15, 2019

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

RECOMMENDATION(S): (CONT'D)

- a. APPROVE the Public Works - Airport Division to host the 11th Annual Tenant Appreciation Barbeque, which will require Airport Division staff time and County resources in an amount exceeding \$2,500; and,
- b. APPROVE and AUTHORIZE the expenditure of Airport Enterprise Funds, in an estimated amount of approximately \$17,000, including but not limited to costs for food, staff time, County equipment, rental equipment (tables, chairs, etc.), supplies (utensils, cups, napkins, storage containers, etc.), and other reasonable expenses related to hosting the 2019 – 11th Annual Tenant Appreciation Barbeque (including but not limited to providing Byron Airport coverage and replacement of barbeques, smokers, fans, tents, etc.)

FISCAL IMPACT:

There is no impact on the County General Fund. The total cost of approximately \$17,000 will be fully funded by the Airport Enterprise Fund. This estimated cost includes staff time (\$9,600), food/drink (\$4,000), and equipment/supplies/Byron coverage (\$3,400).

BACKGROUND:

The 11th Annual Tenant Appreciation BBQ is tentatively scheduled for Thursday, May 2, 2019 and will be held at the Buchanan Field Airport. The average annual attendance is typically five hundred (500) tenants and the approximate annual dollar amount expended on this event is \$17,000.

This event was developed to recognize the airport tenants/stakeholders “our customers” and would include providing food and beverages. The goal of this event is intended to assist in marketing both the Buchanan Field and Byron Airports by highlighting the services we provide to both current and potential customers, which are the livelihood of the Airport Enterprise Fund. This is part of a marketing program to attract and retain tenants that benefit both the Airport systems (operating as a business) and the County (FY 2015-16, the Buchanan Field and Byron Airports generated \$2.77 million in possessory interest tax to go back to the County General Fund).

Pursuant to Administrative Bulletin 114 the County Administrator's Office has reviewed and approved the Airport's request to host the 11th Annual Tenant Appreciation Barbeque and recommends approval of this action by the Board of Supervisors.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action will cause a loss of marketing and promotion opportunity for the Airport and may impact funding.



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: January 15, 2019

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 Jamil Alkhoury for a Shade hangar at Buchanan Field Airport effective January 1, 2019 in the monthly amount of \$140.00, Pacheco area (District IV).

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$1,680.00 annually.

BACKGROUND:

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

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **01/15/2019** 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: January 15, 2019

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

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

BACKGROUND: (CONT'D)

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

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

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

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

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

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

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Hangar Rental Agreement - Jamil Alkhoury



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: January 15, 2019

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 Blake Hammerquist for a Shade hangar at Buchanan Field Airport effective January 1, 2019 in the monthly amount of \$140.00, Pacheco area (District IV).

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$1,680.00 annually.

BACKGROUND:

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

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **01/15/2019** 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: January 15, 2019

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

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

BACKGROUND: (CONT'D)

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

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

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

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

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

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

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Hangar Rental Agreement - Blake Hammerquist



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: January 15, 2019

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 Andrew Wells for a Shade hangar at Buchanan Field Airport effective December 20, 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

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **01/15/2019** 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: January 15, 2019

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

cc:

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

BACKGROUND: (CONT'D)

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

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

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

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

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

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

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Hangar Rental Agreement - Andrew Wells



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: January 15, 2019

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 Tracy Peters for a T-hangar at Buchanan Field Airport effective January 1, 2019 in the monthly amount of \$370.00, Pacheco area (District IV).

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$4,440.00 annually.

BACKGROUND:

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

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **01/15/2019** 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: January 15, 2019

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

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

BACKGROUND: (CONT'D)

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

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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: January 15, 2019

Subject: APPROVE and ADOPT the Disadvantaged Business Enterprise (DBE) Program for County Airports

RECOMMENDATION(S):

APPROVE and ADOPT the Disadvantaged Business Enterprise (DBE) Program for County Airports,

AUTHORIZE and DIRECT the Public Works Director, or designee, to sign and submit the DBE Program for County Airports document to the Federal Aviation Administration for acceptance, and

RESCIND the existing Disadvantaged Business Enterprise Program approved by the Board of Supervisors on December 8, 2015, with regard to the Federal Aviation Administration

FISCAL IMPACT:

Costs associated with the DBE Program for County Airports will be funded 100% by Airport Enterprise Funds. Without a DBE Program for County Airports, the County will not be eligible for federal funding for airport projects.

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

Action of Board On: **01/15/2019** 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: January 15, 2019

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

BACKGROUND:

The Federal Aviation Administration (FAA) and Federal Highway Administration (FHWA) are within the U.S. Department of Transportation (DOT). They are the source of billions of dollars in federal funding to local agencies for airport and highway improvements each year. To be eligible for funding, agencies must comply with Part 26 of Title 49 of the Code of Federal Regulations (CFR), "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Program." 49 CFR, Part 26 requires local agencies to implement a disadvantaged business enterprise ("DBE") program. In general, the goal of a DBE program is to allow small businesses that are at least 51% controlled by one or more persons who are socially and economically disadvantaged the opportunity to compete for certain contracts.

In 2005, the Ninth Circuit Court of Appeals issued a ruling that affected all state and local agency DBE programs in the nine western states. (*Western States Paving Co. v. State of Washington Dept. of Transportation*, 407 F.3d 983 (9th Cir. 2005).) The Court of Appeals ruled that agencies must have evidence that demonstrated a need for race-conscious measures, such as DBE goals, in their federally-funded contracts. Following this ruling, the FHWA instructed agencies to provide evidence in support of their race-conscious DBE programs, or begin gathering evidence and change to race-neutral DBE programs in the interim.

Operating under FHWA, the California Department of Transportation (Caltrans) conducted a state-wide availability and disparity study on behalf of the local agencies in its jurisdiction that receive FHWA funds. The FHWA approved this study in March 2009. The study demonstrated a need for race-conscious contract goals for African American, Women, Asian Pacific American and Native American-owned businesses (Underutilized Disadvantaged Business Enterprises ("UDBE")).

Based on the results of the study, Caltrans revised its DBE Program to implement race-conscious UDBE goals. Under the revised DBE Program, new race-conscious contract specifications were required to be incorporated in all federal-aid construction and consultant contracts. Caltrans required local agencies and receive FHWA funds through Caltrans (and FAA funds) to implement this revised DBE program. The Board of Supervisors approved the Caltrans DBE Implementation Agreement on May 19, 2009.

In 2012, Caltrans again revised the DBE Program removing the requirement for race-conscious UDBE goals and the Federal Aviation Administration released its own format requirements for a DBE Program.

In 2014, the Department of Transportation made significant changes to the overall DBE program requirements. The FAA and Caltrans have interpreted the change differently resulting in the need to create two separate program documents – one for FAA and another for Caltrans.

In 2015, the Contra Costa County Administrator's Office determined that the overall responsibility for the DOT DBE Program(s) should reside with the Public Works Department. In consideration of the changes at the DOT and Contra Costa County, the new DBE program for the County Airports refers to the County as the responsible party but assigns the responsibility for implementation to the Public Works Department.

As a result of the great many changes, this DBE Program for County Airports has been created and is being submitted for approval and adoption. This DBE Program for County Airports will supersede the County DBE Program adopted by the Board of Supervisors on December 8, 2015, as applied to County Airports. The County DBE Program adopted by the Board of Supervisors on December 8, 2015, will continue to apply to County projects that receive FHWA funds, until it is superseded by a revised program adopted by the Board of Supervisors at a later date.

Upon Board approval of the attached DBE Program for County Airports, the Public Works Department will submit the attached DBE Program for County Airports to the FAA for acceptance. The attached DBE Program for County Airports replaces the previous DBE Program by the Board of Supervisors on December 8, 2015, for federally funded airport construction and consulting projects.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board does not take the recommended action, FAA will stop authorizing Federal funds earmarked for County Airport Projects

ATTACHMENTS

DBE Attachments

Timeline for Remaining Tasks for Completion of Byron Airport General Plan Amendment and Airport Land Use Compatibility Plan Update

Task	Timeframe	Notes
1. County staff review of Administrative Draft Environmental Impact Report (ADEIR) and Completion of Draft EIR (DEIR)	Begun in December 2018; completion date unknown (assume March 1, 2019, for purposes this schedule)	Depends on how quickly staff can review the ADEIR and how much revision is necessary. Most of the ADEIR has been submitted to the County, but the Transportation and Cumulative Impacts sections are still outstanding.
2. DEIR public review period	45-60 days (Ends April 15-May 1)	Minimum statutory requirement is 45 days. Review period may be extended to 60 days upon request by a member of the public or a public agency.
3. Prepare Final EIR	Unknown; assume 6 weeks (Ends June 1-June 15)	Depends on the quantity and complexity of the comments submitted on the DEIR.
4. Prepare staff report, findings, conditions of approval, and resolution for County Planning Commission (CPC) hearing	4-6 weeks (Ends July 1-August 1)	Estimate based on the work involved and necessary internal reviews. Because three departments are involved (Conservation and Development, Public Works, and County Counsel), a timeframe for this task is difficult to accurately predict.
5. Public notification period for CPC hearing and action by CPC	July 10 or 24, August 14 or 28 (Actual hearing dates)	Statutory requirement for notification is 10 days, but notification materials must be provided to the newspaper 14 days ahead of the hearing. Thus, missing the newspaper deadline can cause a two-week delay. This timeframe also assumes only one hearing is necessary. Add two weeks for each continuation to another hearing date.
6. Prepare staff report and resolution for Board of Supervisors hearing	4 weeks	Estimate based on work involved and necessary internal reviews.
7. Airport Land Use Commission hearing for adoption of Airport Land Use Compatibility Plan Update	August or September	Likely to occur between CPC and Board hearings.
8. Public notification period for Board of Supervisors hearing and adoption by Board	August 6 September 10, 17, or 24 (Actual hearing dates)	Same as Task 5 note except the Board generally meets weekly, so missing the newspaper deadline causes a one-week delay. Also, because the County Administrator sets the final agenda for Board hearings, no particular hearing date can be guaranteed. Board also goes on break during most of August.



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

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
Airfield electrical system assessment to include runway and taxiway lighting, signage and regulators.	\$315,000	\$15,750	na	\$19,250	\$350,000	No	5/1/2033	12/31/2034
Update FAR Part 150 - Noise Exposure Map.	\$436,500	\$21,825	na	\$26,675	\$485,000	No	5/1/2033	12/31/2034
Noise monitoring and flight track system	\$1,215,000	\$60,750	na	\$74,250	\$1,350,000	No	5/1/2033	12/31/2034
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	5/1/2034	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
Design, 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 Charlie 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
Conceptual 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 Design, 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

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				
Construction of 1500 foot Runway 12/30 extension. Also address Caltrans pending concerns	\$3,780,000	\$189,000	na	\$231,000	\$4,200,000	Yes	5/1/2032	12/31/2033

Contra Costa County Airports
Fuel Flowage Report - 2018

Month	Concord Jet - JetA	Sterling JetA	PSA JetA	Seecon JetA	Sterling 100LL	PSA 100LL	Byron Jet Center - Self Service - Jet A	Bay Area Skydiving - Self Service - Jet A	Byron 100LL	Byron JetA	Total CCR JetA	Total CCR 100LL
January	49,472	6,406	17,976	11,012	7,112	8,363	7,706	500	7,622	8,206	84,866	15,475
February	67,949	7,047	24,153	11,856	9,545	9,841	0	680	8,346	680	111,005	19,386
March	82,018	4,509	15,635	15,527	8,243	9,874	7,680	1,000	7,753	8,680	117,689	18,117
April	62,605	8,358	23,709	12,961	10,677	10,056	3,971	1,521	8,588	5,492	107,633	20,733
May	74,834	7,706	21,309	16,028	12,564	12,592	0	1,800	7,398	1,800	119,877	25,156
June	65,362	8,033	26,401	12,748	13,834	17,307	0	2,010	5,696	2,010	112,544	31,141
July	58,778	3,607	35,902	16,416	8,824	11,807	7,735	2,560	12,345	10,295	114,703	20,631
August	75,837	4,782	33,765	14,119	13,991	10,723	0	2,800	12,089	2,800	128,503	24,714
September	66,279	3,625	22,171	11,824	12,024	11,234	0	3,200	15,592	3,200	103,899	23,258
October	68,053	3,660	22,996	11,246	11,422	12,378	0	2,000	12,578	2,000	105,955	23,800
November	50,383	1,337	14,468	15,593	7,826	5,761	0	755	7,685	755	81,781	13,587
December	50,839	2,895	16,506	8,353	8,661	7,416	7,800	1,500	8,535	9,300	78,593	16,077
Total	772,409	61,965	274,991	157,683	124,723	127,352	34,892	20,326	114,227	55,218	1,267,048	252,075
2017 Total	688,568	50,473	284,680	143,480	152,789	147,274	30,900	3,000	157,129	32,900	1,167,201	300,063
2016 Total	517,044	43,841	261,375	137,331	136,668	145,803	30,824	19,441	111,594	50,265	959,591	282,471
2015 Total	377,258	54,350	231,851	98,811	127,631	141,149	40,542	27,419	66,789	67,961	762,270	268,780
2014 Total	277,911	66,991	252,648	62,720	116,731	109,429	12,503	34,430	40,479	46,933	660,270	226,160
2013 Total	205,958	175,075	208,962	49,192	105,677	123,855	N/A	N/A	34,144	N/A	639,187	229,532
2012 Total	193,557	93,259	207,828	56,473	110,422	126,182	N/A	N/A	40,985	N/A	551,117	236,604
2011 Total	208,544	123,036	207,860	53,705	110,295	138,441	N/A	N/A	41,186	N/A	593,145	248,736
2010 Total	225,566	121,590	242,018	54,740	122,021	132,994	N/A	N/A	40,407	N/A	643,914	255,015
2009 Total	246,456	89,752	231,397	42,520	132,689	150,834	N/A	N/A	39,472	N/A	673,570	283,523
2008 Total	323,476	112,879	318,757	N/A	125,783	169,727	N/A	N/A	38,805	N/A	855,938	295,510
2007 Total	233,353	115,249	472,877	N/A	140,037	202,902	N/A	N/A	50,069	N/A	1,005,295	342,939
2006 Total	N/A	106,816	681,555	N/A	127,198	199,556	N/A	N/A	49,258	N/A	998,017	326,754
2005 Total	N/A	98,106	727,965	N/A	160,748	200,112	N/A	N/A	53,913	N/A	1,034,836	360,860
2004 total	N/A	118,264	668,253	N/A	170,279	209,452	N/A	N/A	53,916	N/A	1,064,621	380,181
2003 total	N/A	76,899	687,193	N/A	152,079	192,927	N/A	N/A	47,473	N/A	1,065,190	345,024