

**Contra Costa County  
Aviation Advisory Committee  
Meeting Agenda  
550 Sally Ride Drive, Concord, CA 94520  
Thursday, April 11, 2019 at 10:00 a.m.**

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*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 March 14, 2019 Meeting Minutes**
- 4. Consider Consent Items**
  - a. Accept the airport Noise & Statistics Report (February 2019)
  - b. Accept the relevant Board actions that occurred on March 12<sup>th</sup>, 19<sup>th</sup> & 26<sup>th</sup>
- 5. Presentations**
  - a. Discuss the Northern Waterfront Economic Development Initiative Ad Hoc Committee meeting (Department of Conservation and Development)
- 6. Discussion/Action Items**
  - a. Discuss items pulled from consent
  - b. Discuss the lease for the Byron Airport maintenance hangar located at 505 Eagle Court
  - c. Discuss the new Aircraft Rescue and Firefighting replacement truck for Byron Airport
  - d. Discuss the Aircraft Owner and Pilot's Association Fly-In event taking place at Livermore Airport June 21-22, 2019
  - e. Discuss the Airport Layout Plan and narrative for Buchanan Field Airport
  - f. Discuss the Runway 14L/32R pavement rehabilitation project at Buchanan Field Airport
  - g. Discuss the 17-acre development at Buchanan Field Airport (Karl Higgins and Mark Heavey with Montecito Development Company)
    - a. Discuss the 3-acre development at Buchanan Field Airport (Adam Miles with Montecito Commercial Group)
    - h. Discuss the 36-acre development at Byron Airport (Tony Perino with Nearon)
      - a. Discuss the 4.6-acre development at Buchanan Field Airport (Karl Higgins and Mark Heavey with Montecito Development Company)
      - i. Discuss and take action as deemed necessary relative to the Byron Airport General Plan Amendment. Schedule, Milestones and Status of Deliverables
- 7. Future Agenda Items**
- 8. Adjourn**

**Next AAC Meeting (tentative): May 9, 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	Y	Y										
Cody Moore	Airports Bus. Assoc.	cody@ccrjet.com	----	----	Y										
Eric Meinbress	Member at Large	ericmeinbress@comcast.net	Y	Y	Y										
Ronald Reagan	District 3	ron@rmsea.com	ABS	ABS	Y										2
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com	ABS	Y	Y										1
Russell Roe	District 5	russroe@pacbell.net	Y	Y	ABS										1
Keith McMahan	City of Concord	keithcmcmahan@gmail.com	ABS	Y	Y										1
Roger Bass	District 2	twofivexray@yahoo.com	Y	ABS	ABS										2
Maurice Gunderson	Member at Large	mauricegunderson@mac.com	Y	Y	Y										
Tom Weber	District 4	Tr-weber@sbcglobal.net	Y	Y	Y										
Emily Barnett	Member at Large	emilyebarnett@gmail.com	Y	Y	Y										
Donna Dietrich	Airport Neighbor - Pacheco	concordcascade_mgr@equitylifestyle.com	Y	ABS	ABS										3
Steven Starratt	Airport Neighbor - Byron	starratt@pacbell.net	Y	Y	Y										
Was There a Quorum? Y or N			Y	Y	Y										

ABS = Absent, Y = Present, N = No

### TERM EXPIRATION AND TRAINING CERTIFICATION

AAC Members	Representing	Term Expiration Date	Brown Act & Better Gov't Ordinance Video Completion Date	Ethics Orientation for County officials Completion Date
Dale Roberts	District 1	2/29/20	8/6/17	9/13/17
Cody Moore	Airports Bus. Assoc.	2/28/22	3/20/19	3/21/19
Eric Meinbress	Member at Large	2/29/20	1/7/18	1/7/18
Ronald Reagan	District 3	2/28/21	4/12/16	4/12/16
Derek Mims	City of Pleasant Hill	2/28/21	1/12/17	1/12/17
Russell Roe	District 5	2/29/20	1/15/18	1/15/18
Keith McMahan	City of Concord	2/28/22	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	2/28/22	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  
MARCH 14, 2019**



**MEETING CALLED:** Chair Maurice Gunderson called the meeting to order at 10:01 AM at Buchanan Field Airport.

**PRESENT:** **Maurice Gunderson, Chair**, Member At-Large  
**Emily Barnett, Secretary**, Member At-Large  
**Tom Weber, Vice Chair**, District IV  
**Steven Starratt**, Airport Neighbor – Byron Airport  
**Eric Meinbress**, Member At-Large  
**Dale Roberts**, District I  
**Keith McMahan**, City of Concord  
**Derek Mims**, City of Pleasant Hill  
**Ronald Reagan**, District III  
**Cody Moore**, Airport Business Association

**ABSENT:** **Russell Roe**, District V  
**Roger Bass**, District II  
**Donna Dietrich**, Airport Neighbor – Pacheco

**STAFF:** Keith Freitas, Director of Airports  
Beth Lee, Assistant Director of Airports – Administration  
Russell Milburn, Assistant Director of Airport – Operations

**COMMENTS**

**BY CHAIR:** Chair Maurice Gunderson welcomed the attendees.

**PUBLIC COMMENT PERIOD:**

Airport staff announced the Experimental Aircraft Association will be hosting the Ford Tri-Motor event at Pacific States Aviation, Inc. (51 John Glenn Drive, Concord, CA 94520) March 14-17. Staff also announced they will be sending future airport newsletters via e-blasts in an effort to get more readers.

AAC member Ronald Regan thanked the AAC and airport staff for the many thank you cards, and kind words received during and after his surgery.

The American Red Cross will be hosting a Sound the Alarm event on Saturday, April 27, 2019, where 80 volunteers are needed to work alongside fire departments and other local groups, to install free smoke alarms, replace batteries in existing alarms, etc.. If you are interested in volunteering, email [Amy.herger@redcross.org](mailto:Amy.herger@redcross.org).

**APPROVAL OF  
2/14/19 MINUTES:**

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

**APPROVAL OF  
CONSENT ITEMS:**

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

**PRESENTATIONS:**

**a. Discuss the comprehensive plans/regulations related to the zoning surrounding Byron Airport**

Airport staff presented an overview of the Airport Layout Plan and its relationship to the associated land use (General Plan and zoning) and environmental (East Contra Costa Conservancy Habitat Conservation Plan) for the Byron Airport. The presentation gave the AAC more of an understanding of the parameters and goal of the Byron Airport General Plan Amendment (GPA) process.

**DISCUSSION/ACTION ITEMS:**

**a. Discuss items pulled from consent**

No items were 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**

The administrative draft Byron General Plan Amendment (GPA) is currently being reviewed by Contra Costa County (County) staff. There is a list of items in the administrative draft Environmental Impact Report (ADEIR) that need to be addressed before it can go for public review. This will likely delay the project. There is concern from the AAC and County staff primarily related to the biological resources and traffic impacts and related mitigations that is currently in the ADEIR prepared by Dudek. County staff are planning discussions with multiple entities to mitigate these concerns.

**c. Discuss the 36-acre FAA release of property for non-aeronautical use at Byron Airport**

County staff is in discussions with the developer about the work that needs to be done for the proposed 36-acre development. Airport staff need approval from the Federal Aviation Administration (FAA) to release the 36-acres for non-aeronautical use and are working closely with consultants, Mead & Hunt, on the release request documentation and other related items.

**d. Discuss UAS/drone/technology testing at Buchanan Field and Byron Airports**

On February 26, 2019, the Board of Supervisors (Board) authorized Airport staff to promote and market Buchanan Field and Byron Airport as testing locations for aeronautical technologies (a.k.a. drones). A drone company is in the process of purchasing a building located at 1500 Sally Ride Drive at Buchanan Field Airport from Buchanan Aviation Services. VOLEY RE, LLC. is a San Francisco based company that specializes in aviation related UAS/drone operations. Marketing both airports with these new technologies will help bring local jobs and economic investment to Contra Costa County.

**e. Discuss the 3-acre development at Buchanan Field Airport**

This piece of property is located on the northeast corner of Marsh Drive and Sally Ride Drive on the west side of Buchanan Field Airport. The developer, Montecito Commercial Group, is in the final stages of the environmental review process and anticipates applying for building permits within the next month in order to start construction this year.

**f. Discuss the Highway 4 construction project and use of cranes affecting Buchanan Field operations**

On February 7<sup>th</sup>, Airport staff were notified of unauthorized crane activity off the approach end of Runway 19R at Buchanan Field Airport. The crane activity is associated with the Highway 4 widening project by Contra Costa Transit Authority (CCTA). Given the location, Air Traffic Control Tower and Airport staff were concerned, but able to negotiate with CCTA to lower the crane in an effort to prevent interference with airport and runway operations.

**g. Discuss the 11<sup>th</sup> annual Tenant Appreciation Barbeque to take place on Thursday, May 2, 2019, at Buchanan Field Airport**

The 11<sup>th</sup> annual Tenant Appreciation Barbeque will take place on Thursday, May 2, 2019, at Buchanan Field Airport from 11:30 a.m. until 2:00 p.m.. An evite will be sent to tenants on March 15<sup>th</sup> with a deadline to RSVP by Friday, April 19<sup>th</sup>. Tenants are once again encouraged to RSVP as it helps staff determine how much food should be ordered. Airport staff looks forward to another great barbeque to show appreciation to the tenants.

**h. Select two AAC members to participate on the new hangar/tie-down agreements working group**

Following the adoption of the airports' new rates and charges, Airport staff are revising all hangar and tie-down agreements to reflect necessary changes, the lower rents and bring consistency between both airports. Staff will be working with stakeholders once the draft documents are available and are requesting two AAC members to participate on the hangar/tie-down agreements working group. Eric Meinbress and Dale Roberts volunteered to participate in the working group.

**i. Discuss the ConFire Station 9 proposal to relocate to Center Avenue and Willow Street at Buchanan Field Airport**

Contra Costa County Fire Protection (ConFire) is looking to relocate Fire Station 9 to approximately 4-acres of vacant land on the corner of Center Avenue and Willow Street on the west side at

Buchanan Field Airport. There is a creek that exists on the property that will need to be addressed through the environmental process. Airport staff are in negotiations with ConFire to determine a ground rental rate. ConFire is also proposing a 10,000 square foot hangar to accommodate future helicopter operations.

**j. Discuss 17-acre FAA release of property request for non-aeronautical use at Buchanan Field Airport**

On December 4, 2018, the full Board authorized Airport staff to negotiate a long-term ground lease with Montecito Commercial Group, LLC. to develop about 17-acres of vacant land located on the west side of Buchanan Field Airport for non-aeronautical use. Airport staff continues to work with consultants, Kimley-Horn & Associates on the FAA process in order to get approval to release the 17-acres of land for non-aeronautical use. The release process is expected to be lengthy given it has to go through the FAA. Staff will continue to provide updates as they come.

**k. Discuss the draft Airport Layout Plan for Buchanan Field**

Airport staff are updating the Buchanan Field Airport Layout Plan which includes the 17-acres of land noted above (agenda item 6.j) for non-aeronautical use. Staff will be sending the FAA documentation for review and approval within the next few weeks to release the land.

**l. Discuss the status of the Federal Aviation Administration review of Runway 14L/32R pavement design project**

Consultants, Mead & Hunt, completed the design plans for the Runway 14L/32R pavement project back in 2017. The FAA is still reviewing the Modification of Standards submitted by Airport staff in September 2017 to approve using a cold-in-place recycling method for the project. Since then, the FAA has implemented new funding reimbursement criteria that would significantly increase the cost of the project using airport enterprise funds. A meeting has been set-up with the FAA Regional Director to discuss new rules, and challenges, and possible options.

**FUTURE AGENDA ITEMS/COMMENTS**

- Byron Airport General Plan Amendment
- Byron Airport maintenance hangar lease discussion
- Aircraft Owners and Pilots Association Fly-In event in June 2019 at Livermore Airport
- Northern Waterfront Economic Development Initiative discussion and possible presentation related to Byron Airport

**ADJOURNMENT:** The Chair adjourned the meeting at 11:43 a.m..

**FINAL**

**CONTRA COSTA COUNTY  
AVIATION ADVISORY COMMITTEE  
MEETING MINUTES  
FEBRUARY 14, 2019**



**MEETING CALLED:** Chair Maurice Gunderson called the meeting to order at 10:03 AM at Buchanan Field Airport.

**PRESENT:** **Maurice Gunderson, Chair**, Member At-Large  
**Emily Barnett, Secretary**, Member At-Large  
**Tom Weber, Vice Chair**, District IV  
**Steven Starratt**, Airport Neighbor – Byron Airport  
**Russell Roe**, District V  
**Eric Meinbress**, Member At-Large  
**Dale Roberts**, District I  
**Keith McMahan**, City of Concord  
**Derek Mims**, City of Pleasant Hill

**ABSENT:** **Roger Bass**, District II  
**Ronald Reagan**, District III  
**Mike Bruno**, Airport Business Association  
**Donna Dietrich**, Airport Neighbor – Pacheco

**STAFF:** Keith Freitas, Director of Airports  
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 announced: 1) 100% completion of required Brown Act and Ethics Training for the Aviation Advisory Committee (AAC); 2) the Airport Committee is recommending Emily Barnett for the member at large position; 3) 11<sup>th</sup> Tenant Appreciation Barbeque scheduled for Thursday, May 2, 2019; and 4) the Aircraft Rescue and FireFighting (ARFF) emergency exercise is scheduled for October 7-11, 2019.

The AAC Chair announced, on behalf of District III staff, that Byron Airport will be included in discussions of the Northern Waterfront Economic Development Initiative Ad Hoc Committee (NWEDI) meetings for the purpose of improving the Town of Byron and the Byron Airport. This item will be placed on the April AAC agenda for further discussions and possible presentation.

**APPROVAL OF  
1/10/19 MINUTES:**

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

**APPROVAL OF  
CONSENT ITEMS:**

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

**DISCUSSION/ACTION ITEMS:**

**a. Discuss items pulled from consent**

No items were 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**

On February 1, 2019, Will Nelson with the Department of Conservation and Development (DCD) sent chapters from the Administrative Draft Economic Impact Report (ADEIR) to Contra Costa County (County) staff for review for the Byron Airport General Plan Amendment. Most of the ADEIR has been submitted to the County, but the Cumulative Impact Analysis section is still outstanding. The review timeframe will depend on how quickly County staff can review the ADEIR and how many revisions are necessary. The next step will be to distribute the Draft EIR for public review. Going forward, the AAC is expected to receive updates at their scheduled monthly meetings until the project is complete.

**c. Discuss the Selection Committee ranking to lease the maintenance hangar located at 505 Eagle Court at Byron Airport**

Airport staff received two proposals from West Coast Air Sports dba Bay Area Skydiving and Skyview Aviation who does aviation maintenance and operates a flight school. The Selection Committee ranked the two proposals and unanimously ranked Skyview Aviation as the number one entity. Approval to negotiate a long-term lease for the County-owned maintenance hangar is scheduled to go before the Board of Supervisors (Board) on February 26, 2019. Staff explained the value of having a maintenance and flight school business as there has never been one before at the Byron Airport.

**d. Discuss the F-row improvement project at Buchanan Field Airport**

The F-row reskin and door replacement project began on September 11, 2018 and was completed on January 22, 2019. There were no reports of theft in the hangars during the project as storage containers and additional security monitoring locks were provided. Since the completion of the project, there have been some minor warranty issues, but Airport staff are working closely with the

tenants to make sure these issues get resolved as quickly as possible. This is the first time a reskinning and door replacement has been done on the County-owned hangars. Staff plans to perform the same project for each row as time and funds become available. Staff thanked the tenants for their continued patience during the project and plans to improve the project process overtime for the rest of the hangar rows on the east ramp at Buchanan Field Airport.

**e. Discuss the 4.6-acre development at Buchanan Field Airport**

This property is located at the northwest corner of Marsh Drive and Solano Way. 80% is within the City of Concord (City) and 20% is within the County. One of the partners decided to step out of the proposed development; however, a new partner, Claremont Companies, LLC., has stepped in and are working closely with the City and County to move through the development process. There is some investigating regarding a possible fault line that may be proximate. Once that is resolved, the partnership is expected to submit a development application with the City within 30-45 days.

**f. Discuss the construction activity related to the 3-acre industrial business park development at Buchanan Field Airport**

This property is located northwest corner of Marsh Drive and Sally Ride Drive. The development is proceeding at a slow pace; however; the development team (Montecito Commercial Group) anticipates applying for building permits within the next few months once the environmental mitigation compliance review is complete. Montecito expects to break ground in spring 2019.

**g. Discuss the potential assignment of Pacific States Aviation's lease at Buchanan Field Airport**

Airport staff were recently approached by Pacific States Aviation, Inc. (PSA) about getting Board approval for a potential lease assignment of 51 John Glenn Drive, which is needed before a transition can occur. Staff received approval from the Board on December 4, 2018, but nothing has progressed since the initial request by PSA.

**h. Discuss FAA funding related to the Runway 14L/32R project at Buchanan Field Airport**

Airport staff reported funding for the Runway 14L/32R rehabilitation project is underway and expected around July/August 2019. Staff are still waiting for approval from the Federal Aviation Administration (FAA) for the Runway design method using Cold In-Place Recycling (CIR). In September 2017, staff submitted a letter to the FAA to review and consider a Modification of Airport Standards to re-pave the existing pavement using the proposed CIR method. This method is preferred as it is lower in cost, more environmentally friendly and has a quicker turnaround time. Staff expects a formal response from the FAA within the next 60 days.

**i. Discuss the Taxiway B closures at Buchanan Field Airport**

Airport staff reported parts of Taxiway B, from Runway 19L to Taxiway M, have been closed for safety reasons related to pavement failure issues. Airport Operations staff plans to remove the lighting, marking, and barricades. A permanent Notice to Airmen has been issued. The remaining portion of Taxiway B will have some rehab completed in 2019.

**j. Discuss pilot-controlled lighting at Buchanan Field Airport**

Over the years, pilots have asked whether or not pilot-controlled lighting could be installed for energy cost savings and noise abatement purposes. Airport staff reported while the idea is favorable, the airfield is currently not setup to have pilot-controlled lighting as having intersecting runways could cause a potential aircraft safety hazard at night. AAC member Russell Roe volunteered to do more research on the proposed idea. The project will be further researched with the airfield lighting project scheduled in a few years.

**k. Follow-up discussion on the Buchanan Field and Byron Airport Airport Capital Improvement Plan**

Included in the AAC meeting packet was the Buchanan Field and Byron Airports Capital Improvement Plan (ACIP) for 2019-2034. The ACIP is a FAA nationwide planning tool for identifying and prioritizing critical airport development and associated capital needs. There was concern regarding the airfield electrical system assessment not being completed until 2034; however, items on the ACIP may be moved up depending on funding availability, change in priorities and/or critical need. Since this project has a low dollar amount cost, it is most likely to be moved up the list to be completed at a sooner time. Airport staff will evaluate if this project could be considered earlier.

**l. Discuss updates of the hangar and tie-down agreements for Buchanan Field and Byron Airport**

Due to the adoption of the new Airport rates and charges, all hangar and tie-down agreements will need to be re-executed to reflect lower rent. As such, staff is looking at revising all of the agreements to have consistency between both airports, to be more clear on terms and conditions, and to update provisions consistent with industry standards.

**m. Discuss the Buchanan Field and Byron Airport 2018 fuel flowage report**

Included in the AAC meeting packet was the 2018 fuel flowage report for both airports. Airport staff reported there was a significant decrease in 100 low lead (100LL) fuel and increase in Byron Jet A fuel. Staff also pointed out there was a slight decrease in 100LL fuel in 2018 with the Buchanan Field fixed-base operators due to the California Wildfires. Byron Airport continues to have one of the lowest fuel prices in an effort to get more traffic at the airport.

**FUTURE AGENDA ITEMS/COMMENTS**

- Byron Airport General Plan Amendment
- Byron Airport 36-acre development
- Summary of simplified/comprehensive plans/regulations related to the zoning surrounding Byron Airport
- NWEDI discussion and possible presentation related to Byron Airport for April AAC meeting

**ADJOURNMENT:** The Chair adjourned the meeting at 11:13 a.m. in memory of Ward Comeaux and Pradeep Panikar.

# Noise Abatement Statistics

## February 2019

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2019	2019	2018	2019	2018	
<b>TOTAL NUMBER OF COMPLAINTS</b>	7	7	17	20	29	-31%
<b>LOCATION OF COMPLAINTS</b>						
Concord	1	1	13	9	20	-55%
Pleasant Hill	4	4	2	7	5	40%
Pacheco	0	0	0	1	0	100%
Martinez	0	0	0	0	0	0%
Byron	0	0	0	0	0	0%
Other	2	2	2	3	4	-25%
Subtotal	7	7	17	20	29	-31%
Special Events	0	0	0	0	0	0%
<b>Total Number of Complaints</b>	7	7	17	20	29	-31%
<b>COMPLAINTS ASSOCIATED WITH</b>						
Buchanan Field Airport		4	13	13	22	
Byron Airport		0	0	0	0	
Law Enforcement/Lifeguard Lights		2	2	3	4	
Non-associated		1	2	4	3	
<b>TIME OF INCIDENT</b>						
Day (0700 - 1700)		2	11	12	20	
Evening (1700 - 2200)		3	3	4	4	
Night (2200 - 0700)		1	2	2	4	
All Times		1	1	2	1	
<b>TYPE OF COMPLAINT</b>						
Noise		6	12	13	16	
Low Flying		0	1	2	3	
Noise and Low Flying		1	4	4	9	
Too Many Aircraft		0	0	0	0	
Other		0	0	1	1	
<b>TYPE OF AIRCRAFT</b>						
Jet		3	2	6	7	
Propeller		2	6	7	8	
Helicopter		1	2	3	4	
All Types		0	4	1	6	
Unknown		1	3	3	4	
<b>TOTAL AIRCRAFT OPERATIONS</b>		5,758	9,505	12,649	17,951	-30%
<b>COMPLAINTS PER 10,000 OPERATIONS</b>		12	18	16	16	-2%
<b>COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY</b>		7	14	10	12	-16%

January

(4) - Complaints from (1) Concord Household

February

(1)- non-assoc., WC, unknown

# Contra Costa County Airports Monthly Operations Report

**February 2019**

	February 2019	February 2018	YTD 2019	YTD 2018	% CHANGE 2018/2019
<b>AIRCRAFT OPERATIONS</b>					
Total Operations	5,758	9,505	12,649	17,951	-30%
Local Operations	2,899	4,919	6,269	10,028	-37%
Itinerant Operations	1,995	3,455	4,439	5,710	-22%
Total Instrument Ops	727	954	1,608	1,911	-16%
<b>FUEL FLOWAGE</b>					
100 Octane	11,345	19,386	26,208	34,861	-25%
Jet Fuel	99,431	111,005	190,448	195,871	-3%
Total	110,776	130,391	216,656	230,732	-6%
<b>BYRON INFORMATION</b>					
Byron Fuel	6,480	8,346	14,370	15,968	-10%
Bay Area Skydiving Fuel Purchased (gallons)	550	680	1,756	1,180	49%
Glider Operations					
Tow Aircraft	120	164	246	338	-27%
Glider Aircraft	120	164	246	338	-27%

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

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**The following certified Board Orders are attached:**

March 12, 2019

*APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a five-year consulting services agreement with The KPA Group, in the amount of \$1,134,209, to perform design, engineering, and construction management services for a potential new general aviation terminal at Buchanan Field Airport to house the Airport Division's office and Aircraft Rescue Fire Fighting (ARFF) facility. (29% Federal Aviation Administration & Caltrans, 71% Airport Enterprise Funds)*

March 12, 2019

*APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Allen Christensen for a Shade hangar at Buchanan Field Airport effective March 5, 2019 in the monthly amount of \$140.00. (100% Airport Enterprise Funds)*

March 12, 2019

*APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Peter Lloyd for a Large T-hangar at Buchanan Field Airport effective March 15, 2019 in the monthly amount of \$620.00. (100% Airport Enterprise Funds)*

March 12, 2019

*APPROVE the rehabilitation of Buchanan Field Airport Runway 14L/32R project and related actions under the California Environmental Quality Act, and AUTHORIZE the Public Works Director, or designee, to advertise the project, Concord area. (90% FAA, 4.5% Caltrans, 5.5% Airport Enterprise Funds)*

March 26, 2019

*APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Matt Giudice for a T-hangar at Buchanan Field Airport effective April 1, 2019 in the monthly amount of \$350.00. (100% Airport Enterprise Funds)*



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: March 12, 2019

Subject: Consulting Services Agreement with The KPA Group for the Design of a Potential Aviation Terminal at Buchanan Field Airport

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a five-year consulting services agreement with The KPA Group, in the amount of \$1,134,209, to perform design, engineering, and construction management services for a potential new general aviation terminal at Buchanan Field Airport to house the Airport Division’s office and Aircraft Rescue Fire Fighting (ARFF) facility. Concord Area. (District IV)

**FISCAL IMPACT:**

There is no impact on the General Fund. The total contract limit cost for the Buchanan Field Airport general aviation terminal design is \$1,134,209. Of this amount, \$807,002 is for the design and preparation of construction drawings and \$327,207 is for bidding, negotiation, and construction management services. The Federal Aviation Administration (FAA) and California Department of Transportation-Division of Aeronautics (Caltrans) have provided grants equal to \$283,500 for the design phase of the ARFF component. The balance will be funded by the Airport Enterprise Fund.

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

Action of Board On: 03/12/2019  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE: John Gioia, District I Supervisor
- Candace Andersen, District II 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: March 12, 2019

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

- ABSENT: Diane Burgis, District III Supervisor

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925) 681-4200

cc:

## BACKGROUND:

A new general aviation terminal, to replace the existing terminal building at the north end of John Glenn Drive, was identified as a potential capital improvement in the Buchanan Field Airport Master Plan adopted by the Board of Supervisors on October 28, 2008. In 2015, the Airports Division, after working with a diverse group of airport stakeholders, completed its Economic Development Incentive Program (EDIP) for both County airports. In 2017, the Airports Division updated its strategic plan. Both the EDIP and the updated strategic plan focus on increasing the regional competitiveness of the County's airports. Both the EDIP and the updated strategic plan identified the development of a new general aviation terminal building at Buchanan Field as a priority.

On February 27, 2018, the Board approved the submission and acceptance of grant applications to both the FAA and Caltrans for an ARFF facility at Buchanan Field. As a Part 139 Airport, the ARFF facility is an eligible project for FAA grant funds.

In October 2018, the County issued a request for proposal for the design of a general aviation terminal at Buchanan Field Airport that would accommodate the Airports Administration Office with additional flexible space that can be used for public meetings, serve the general aviation community, potentially attract commercial or charter aviation service and an ARFF facility for staff and equipment. A five-member review committee consisting of County staff and members of the Aviation Advisory Committee ranked the three proposals received. The review committee unanimously ranked The KPA Group as the top proposal. The proposed five-year contract is for design, engineering and construction management services with a contract limit of \$1,134,209. The work to be performed under the contract will include refining and finalizing the design and preparation of construction drawings. Upon completion of this phase, the County will evaluate the environmental analysis, project costs and financing options to determine if the project will proceed to construction.

If the County elects to proceed to construct the general aviation terminal, Airport staff will forward a FAA and Caltrans grant application approval request to the Board to seek funds for the construction of the eligible ARFF component.

## CONSEQUENCE OF NEGATIVE ACTION:

If the Airports Division does not engage a design engineer firm, it will be unable to proceed with the evaluation of the project in a timely manner. A delay could result in a loss of business and associated revenue for the Airport Enterprise Fund.



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: March 12, 2019

Subject: APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a hangar rental agreement with Buchanan Field Airport hangar tenant

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Allen Christensen for a Shade hangar at Buchanan Field Airport effective March 5, 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 with Contra Costa County for the construction of seventeen (17) additional hangars. Buchanan Airport Hangar Company was responsible for the maintenance and property

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **03/12/2019**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Candace Andersen, District II  
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: March 12, 2019

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

ABSENT: Diane Burgis, District III  
Supervisor

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)  
681-4200

cc:

management of the property during the lease period.

## BACKGROUND: (CONT'D)

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: March 12, 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 Peter Lloyd for a Large T-hangar at Buchanan Field Airport effective March 15, 2019 in the monthly amount of \$620.00, Pacheco area. (District IV)

**FISCAL IMPACT:**

The Airport Enterprise Fund will realize \$7,440.00 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 with Contra Costa County for the construction of seventeen (17) additional hangars. Buchanan Airport Hangar Company was responsible for the maintenance and property

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

Action of Board On: **03/12/2019**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE: John Gioia, District I Supervisor
- Candace Andersen, District II 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: March 12, 2019

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

- ABSENT: Diane Burgis, District III Supervisor

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925) 681-4200

cc:

management of the property during the lease period.

## BACKGROUND: (CONT'D)

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: March 12, 2019

Subject: Rehabilitation of Buchanan Field Airport Runway 14L/32R – CEQA and Related Actions and Advertising for Construction Bids (District IV)

**RECOMMENDATION(S):**

APPROVE the rehabilitation of Buchanan Field Airport Runway 14L/32R (reconstruction and surface replacement) at Buchanan Field Airport in Concord (Project No. 4855-4661-SAS-6X5324, DCD-CP17-39, and FAA Project No. 3-06-0050-025) (the Project).

FIND that the Project, as described in the initial study of environmental significance for the project, is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15301(d).

DIRECT the Director of Department of Conservation and Development to file a Notice of Exemption with the County Clerk.

AUTHORIZE the Public Works Director, or designee, to arrange for payment of a \$25 fee to the Department of Conservation and Development for processing, and a \$50 fee to the County Clerk for filing the Notice of Exemption.

AUTHORIZE the Public Works Director, or designee, to advertise the next phase of the

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/12/2019**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Candace Andersen, District II  
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: March 12, 2019

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

ABSENT: Diane Burgis, District III  
Supervisor

By: Stacey M. Boyd, Deputy

Contact: Russell Milburn (925)  
681-4200

cc:

Project for bids.

### FISCAL IMPACT:

There is no impact on the General Fund. The estimated construction cost is \$4,200,000, most of which will be funded by the Federal Aviation Administration (FAA) (approximately 90%, or \$3,780,000) and by Caltrans (approximately 4.5%, or \$189,000). The balance of approximately 5.5%, or \$231,000, will be funded by the Airport Enterprise Fund.

### BACKGROUND:

The last rehabilitation of Runway 14L/32R was completed in 1986 with the addition of a porous friction course that has reached its expected lifespan. It is necessary to resurface the runway in order to maintain the runway's structural integrity for safety, operational and capacity purposes, as required by the FAA. Carrying out the Project is consistent with the Buchanan Field Airport Master Plan, adopted by the Board of Supervisors on October 28, 2008. The Project is also consistent with the Board's approval, in April 2014, of the submittal of grant applications to the FAA and Caltrans for the funds to complete the Project.

In January 2017, the County entered into a contract with Mead & Hunt to perform the design engineering for the Project. The design work is now complete and Airport staff is ready to advertise the next phase of the Project for bids.

The Department of Conservation and Development has previously determined that this project is a Categorical Exemption, under Section 15301 (Class I) of the California Environmental Quality Act (CEQA) guidelines. The Notice of Exemption (County File Number CP17-39) was administratively approved on November 21, 2017.

The Public Works Department requires that the Board of Supervisors authorize the Director of Airports, or designee, to advertise the Project for bids.

### CONSEQUENCE OF NEGATIVE ACTION:

A delay in advertising for construction bids will delay the rehabilitation of the runway and may jeopardize federal funding for the Project.

### ATTACHMENTS

CEQA Documents



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: March 26, 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 Matt Giudice for a T-hangar at Buchanan Field Airport effective April 1, 2019 in the monthly amount of \$350.00, Pacheco area (District IV).

**FISCAL IMPACT:**

The Airport Enterprise Fund will realize \$4,200.00 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 with Contra Costa County for the construction of seventeen (17) additional hangars. Buchanan Airport Hangar Company was responsible for the maintenance and property

<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: 03/26/2019  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

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

ABSENT: Diane Burgis, District III 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: March 26, 2019

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925) 681-4200

management of the property during the lease period.

## BACKGROUND: (CONT'D)

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.

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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



# NORTHERN WATERFRONT ECONOMIC DEVELOPMENT INITIATIVE

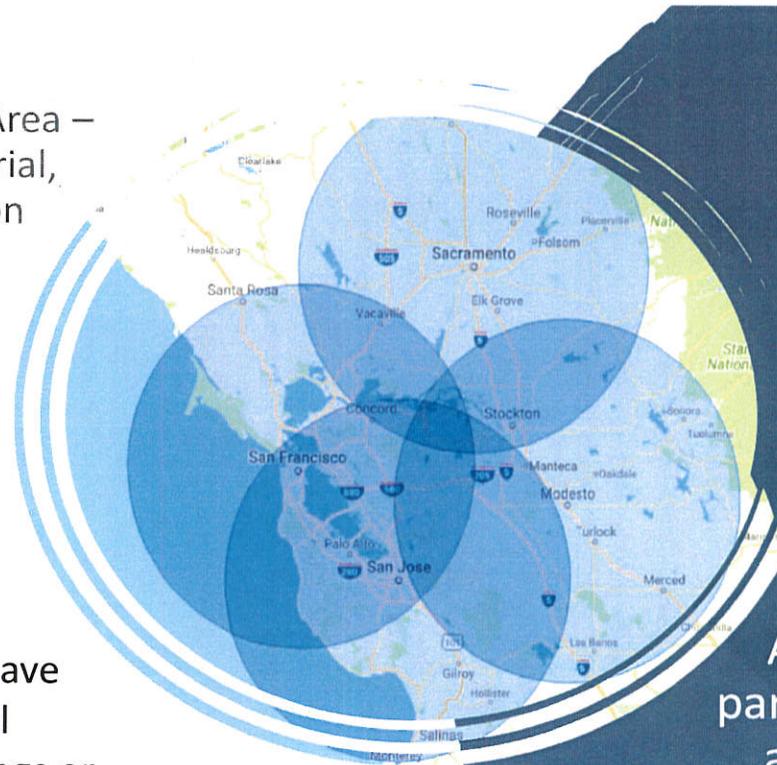
UPDATES & NEXT STEPS

*CCC AVIATION ADVISORY COMMISSION*

*APRIL 11, 2019*



At one time, this region was the industrial heart of the entire Bay Area – the Bay/Delta served as raw material, disposal system, and transportation corridor.



Many economic cycles later, we have some very strong legacy industrial businesses, some obsolete buildings or vacant sites, and a growing need to give our residents workplaces closer to home.

Strategic advantage: location!  
**Capital of the Northern California Mega-Region™**

# What is the Northern Waterfront?

An economic development partnership and jobs strategy along the northern edge of Contra Costa County

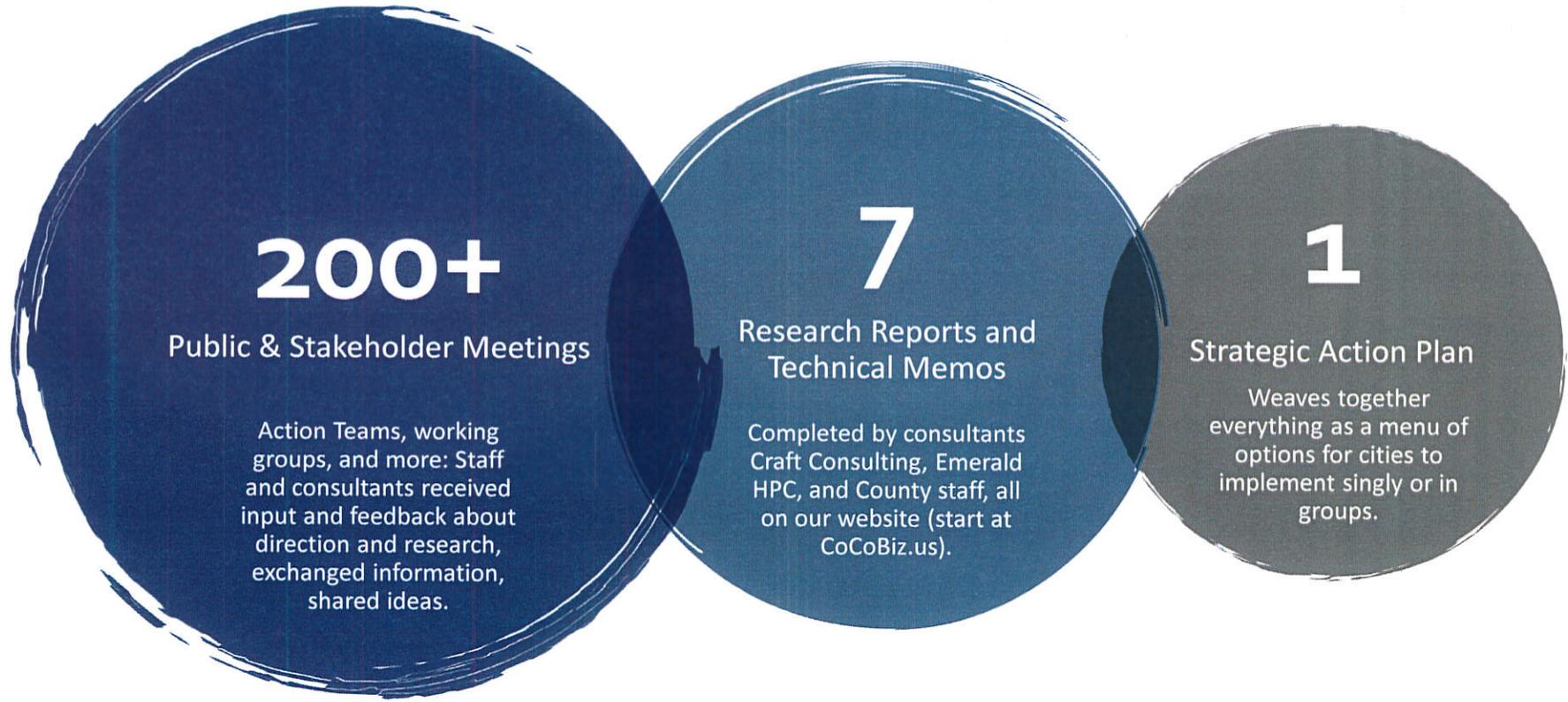
## Partnership in Action

- 60 mile corridor between Highway 4 and the Delta, from Hercules to Brentwood
- Geographically includes North Concord area; City of Concord among our 7 City partners
- Long-term collaborative of partners working to retain and expand **jobs** in the region
- Technically maybe not either airport is “in” but obvious connection!



# Work Program Since 2013

Guided by the County Board of Supervisors NW Ad Hoc Committee, Supervisors Glover and Burgis (previously Piepho)



## Northern Waterfront Target Industry Clusters (2013-present)



### Advanced Manufacturing

Henkel, Bishop Wisecarver, Pulse Systems, Telemetry Solutions, Pacific Instruments, Bazell Technologies



### Biomedical/ Biotech

BioRad, Fresenius, Sigray, Biocare Medical, BioZone, BioMicroLab



### Agriscience & Food

Ramar Foods, Naia Gelato, Black Diamond Brewing, C&H, Dow/Corteva



### Transportation Technology

Drafting off GoMentum Station; also includes aviation innovations and drone industry



### Clean Technology

Growth industry nationally and regionally; MCE & many installers operating in region

# Examples of Strategic Goals with Implementation Actions

From the County's adopted Strategic Action Plan  
(Craft Consulting, 2019)

## **Enhance Regional Competitiveness**

- Invest in regional goods movement infrastructure
- Explore establishment of an Innovation District

## **Promote Innovation & New Business Formation**

- Develop regional business retention & expansion program
- Encourage the development of maker spaces
- Develop incubators/accelerators/co-working spaces

## **Attract New Business Investment via Regional Branding**

- Develop a unique regional brand and market the region
- Strategically recruit businesses in target clusters

## Examples of Wins by NWEDI Partners

- Vortex Marine move to Antioch
- FutureBuild \$200,000 EPA training grant in Pittsburg
- Electrical vehicle readiness workforce training grant
- EDA grant for short-line rail feasibility study
- NWEDI Conceptual Framework report by Emerald HPC led to non-profit job/life skills organizations seeking space in East County to start operations

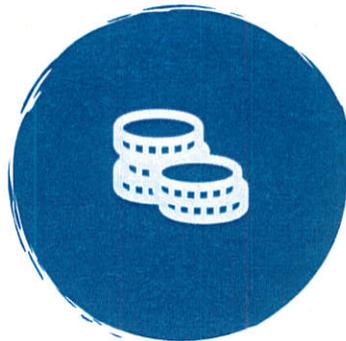


Photo courtesy of FutureBuild



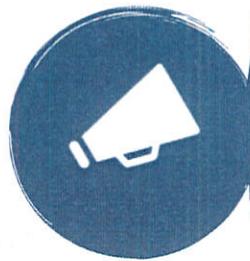
### Engage in MOU discussions

Covering collaborative economic development projects as a working group



### Add projects to work program & budget

Priority on projects most important to the working group, those most within our span of control, and those with most replicability to your econ dev goals



### Return later this year to approve MOU

Cities will also adopt the Strategic Action Plan as a complement to their existing Econ Dev strategies

# Next Steps

*Moving from planning to implementation as an economic development partnership*

**NORTHERN WATERFRONT  
FORUM 2019:  
BRINGING THE JOBS TO  
THE PEOPLE**

**JOIN US MAY 10, 2019 AT THE  
ANTIOCH COMMUNITY CENTER FOR  
A BUSINESS DEVELOPMENT EVENT!**

**CONTACT AMALIA FOR THE  
INVITATION LINK**



# More jobs in the Northern Waterfront corridor will improve opportunities, commutes, and quality of life for everyone.

Be sure you have signed up for updates online at the DCD Northern Waterfront webpage!

Amalia Cunningham, Economic Development Manager,  
[Amalia.Cunningham@dcd.cccounty.us](mailto:Amalia.Cunningham@dcd.cccounty.us)

[www.CoCoBiz.us](http://www.CoCoBiz.us)



***Airports Division Update:***

***Prerequisite Subtask to Complete the Administrative Draft Environmental Impact Report for the Byron Airport General Plan Amendment Program***

**New Subtask A –**

- **Resolution of biological resources environmental analysis approach**
  - **County staff discussed concerns with Dudek on April 2, 2019 and Dudek is in process of addressing**
- **Resolution of adequacy of the transportation impact analysis and related mitigation requirements**
  - **County staff had an internal meeting on April 4, 2019**
  - **County comments were sent to Dudek following the meeting**
  - **Next Step is to schedule a meeting with County staff, Dudek and traffic subconsultant**
  - **Dudek and subconsultant will revise transportation analysis**

**Anticipated Timeframe to Complete Subtask A is by the end of June 2019**

***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.