

**Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord, CA 94520
Thursday, May 9, 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 April 11, 2019 Meeting Minutes**
- 4. Consider Consent Items**
 - a. Accept the airport Noise & Statistics Report (March 2019)
 - b. Accept the relevant Board actions that occurred on April 9th & 16th
- 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 lease for the Byron Airport maintenance hangar located at 505 Eagle Court
 - d. Discuss the new Aircraft Rescue and Firefighting replacement truck for Byron Airport
 - e. Discuss and select two AAC members to participate on the Selection Committee for the 0.86-acre development at Buchanan Field Airport
 - f. Discuss the notice from the San Francisco Bay Regional Water Quality Control Board regarding Polyfluoroalkyl (PFAS) substances
 - g. Discuss the JetSuiteX aircraft parking layout on the east side of Buchanan Field Airport and associated removal of the former Calstar trailer
 - h. Discuss the Aircraft Owner and Pilot's Association Fly-In event taking place at Livermore Airport June 21-22, 2019
 - i. Discuss the Runway 14L/32R pavement rehabilitation project at Buchanan Field Airport
 - j. Discuss JetSuiteX traffic trends from 2016 to present
 - k. Discuss the Aviation Innovation Technology Attraction Program
 - l. Discuss the 3-acre development at Buchanan Field Airport
 - m. Discuss the Exclusive Negotiating Agreement with Montecito Development Company for 17-acres of development at Buchanan Field Airport
- 6. Future Agenda Items**
- 7. Adjourn**

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

AVIATION ADVISORY COMMITTEE

ATTENDANCE ROSTER FOR 2019

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

ABS = Absent, Y = Present, N = No

TERM EXPIRATION AND TRAINING CERTIFICATION

AAC Members	Representing	Term Expiration Date	Brown Act & Better Gov't Ordinance Video Completion Date	Ethics Orientation for County officials Completion Date
Dale Roberts	District 1	2/29/20	8/6/17	9/13/17
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 McMahon	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
APRIL 11, 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
Steven Starratt, Airport Neighbor – Byron Airport
Keith McMahan, City of Concord
Ronald Reagan, District III
Russell Roe, District V
Roger Bass, District II
Donna Dietrich, Airport Neighbor – Pacheco

ABSENT: **Eric Meinbress**, Member At-Large
Dale Roberts, District I
Derek Mims, City of Pleasant Hill
Cody Moore, Airport Business Association

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports – Administration

COMMENTS

BY CHAIR: Chair Maurice Gunderson welcomed the attendees.

PUBLIC COMMENT PERIOD:

There were a number of items brought up during public comment:

- The Collings Foundation will be hosting the Wings of Freedom Tour June 6-9, 2019, at Buchanan Field Airport
- Pacific States Aviation, Inc. will, in the next several months, have a credit card operated, self-service fueling station for aviation gasoline (100 Low Lead). The new service is expected to start around August/September 2019 timeframe

APPROVAL OF

3/14/19 MINUTES:

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

**APPROVAL OF
CONSENT ITEMS:**

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

PRESENTATIONS:

a. Discuss the Northern Waterfront Economic Development Initiative Ad Hoc Committee meeting (Department of Conservation and Development)

Amalia Cunningham, Department of Conservation and Development (DCD), presented an overview of the Northern Waterfront Initiative. The Northern Waterfront is a 60-mile corridor between Highway 4 and the Delta, from Hercules to Brentwood. Amalia discussed strategic goals of building partnerships with multiple groups, including Buchanan Field and Byron Airport, in an effort to bring more economic development and job opportunities in what is known as the “heart” of the Bay Area.

DISCUSSION/ACTION ITEMS:

a. Discuss items pulled from consent

No items were pulled from consent.

b. Discuss the lease for the Byron Airport maintenance hangar located at 505 Eagle Court

This agenda item was deferred to be discussed at the next AAC meeting in May.

c. Discuss the new Aircraft Rescue and Firefighting replacement truck for Byron Airport

This agenda item was deferred to be discussed at the next AAC meeting in May.

d. Discuss the Aircraft Owner and Pilot’s Association Fly-In event taking place at Livermore Airport June 21-22, 2019

This agenda item was deferred to be discussed at the next AAC meeting in May.

e. Discuss the Airport Layout Plan and narrative for Buchanan Field Airport

This agenda item was deferred to be discussed at the next AAC meeting in May.

f. Discuss the Runway 14L/32R pavement rehabilitation project at Buchanan Field Airport

This agenda item was deferred to be discussed at the next AAC meeting in May.

g. Discuss the 17-acre development at Buchanan Field Airport (Karl Higgins and Mark Heavey with Montecito Development Company)

Montecito Development Company gave an update on the proposed development of 17-acres of vacant land on the west side of Buchanan Field Airport. The project is still in the early stages. Airport staff are

working closely with consultants Kimley-Horn and Associates to get Federal Aviation Administration (FAA) approval to release the land for non-aeronautical use. The process is expected to be lengthy but will bring significant revenues to the airport once the land is developed and in full operation.

h. Discuss the 3-acre development at Buchanan Field Airport (Adam Miles with Montecito Commercial Group)

Montecito Commercial Group gave an update on the 3-acre development project on the northeast corner of Marsh Drive and Sally Ride Drive at Buchanan Field Airport. The developers are working closely with the Public Works Department to wrap up the environmental review process. The group will then work with DCD to apply for building permits and expect to break ground in June 2019. Project sponsors and Airport staff have been in multiple discussions with the mobile home park community on Marsh Drive about the development and plan to do more outreach as the project progresses.

i. Discuss the 36-acre development at Byron Airport (Tony Perino with Nearon)

Tony Perino with Nearon gave an update on the 36-acre proposed development project at Byron Airport. Airport staff are working with consultants Mead and Hunt to get FAA approval to release the land for non-aeronautical use. The developer is working closely with Airport staff on the general plan amendment (GPA) program and to negotiate a long-term lease to develop the land. Updates on the proposed project will be given as the project progresses.

j. Discuss the 4.6-acre development at Buchanan Field Airport (Karl Higgins and Mark Heavey with Montecito Commercial Group)

This property is located at the northwest corner of Marsh Drive and Solano Way. About 80% is within the City of Concord (City) and 20% is within the County. Montecito Commercial Group has been retained by the development group, Deutscher Properties Corporation and the Claremont Companies, to perform the land use entitlement process for the proposed development. The project is in the beginning stages and the partnership will be working closely with the City to submit a development application soon.

k. Discuss and take action as deemed necessary relative to the Byron Airport General Plan Amendment

Airport staff are doing a GPA for Byron Airport in an effort to bring more economic development and job opportunities to the area. The consultant, Dudek, submitted an administrative draft of the Environmental Impact Report for County review. There are multiple concerns related to transportation and environmental sections given the airport's complex and rural location. Dudek is addressing all issues and is also working with a traffic subconsultant to revise the transportation section. Airport staff are reducing the list of desired uses to those most likely to proceed in order to have more realistic and obtainable mitigation measures. Estimated time of completion for this new subtask is by the end of June 2019.

FUTURE AGENDA ITEMS/COMMENTS

- Agenda items 6.b-6.f

ADJOURNMENT: The Chair adjourned the meeting at 11:57 a.m..

FINAL

**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 McMahon, 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.

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 this 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 7th, 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 11th annual Tenant Appreciation Barbeque to take place on Thursday, May 2, 2019, at Buchanan Field Airport

The 11th 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 15th with a deadline to RSVP by Friday, April 19th. 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..

Noise Abatement Statistics

March 2019

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2019	2019	2018	2019	2018	
TOTAL NUMBER OF COMPLAINTS	43	57	18	77	47	64%
LOCATION OF COMPLAINTS						
Concord	3	3	6	12	26	-54%
Pleasant Hill	10	14	3	21	8	163%
Pacheco	0	0	0	1	0	100%
Martinez	0	0	0	0	0	0%
Byron	0	0	0	0	0	0%
Other	4	10	5	13	9	44%
Subtotal	17	27	14	47	43	9%
Special Events	26	30	4	30	4	650%
Total Number of Complaints	43	57	18	77	47	64%
COMPLAINTS ASSOCIATED WITH						
Buchanan Field Airport		43	10	56	32	
Byron Airport		0	0	0	0	
Law Enforcement/Lifeguard Lights		3	0	6	4	
Non-associated		11	8	15	11	
TIME OF INCIDENT						
Day (0700 - 1700)		39	11	51	31	
Evening (1700 - 2200)		1	6	5	10	
Night (2200 - 0700)		8	1	10	5	
All Times		9	0	11	1	
TYPE OF COMPLAINT						
Noise		16	4	29	20	
Low Flying		2	3	4	6	
Noise and Low Flying		39	10	43	19	
Too Many Aircraft		0	0	0	0	
Other		0	1	1	2	
TYPE OF AIRCRAFT						
Jet		3	6	9	13	
Propeller		39	6	46	14	
Helicopter		2	5	5	9	
All Types		5	0	6	6	
Unknown		8	1	11	5	
TOTAL AIRCRAFT OPERATIONS						
		7,843	9,178	20,492	27,129	-24%
COMPLAINTS PER 10,000 OPERATIONS						
		73	20	38	17	117%
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY						
		55	11	27	12	132%

January
(4) - Complaints from (1) Concord Household

February
(1) Non-assoc. unknown, Walnut Creek

March
(5) Non-assoc. unknown, Antioch
(1) non-assoc. jet, Walnut Creek
(1) Non-assoc. unknown, Pleasant Hill
(4) Complaints from (1) Concord Household
(30) Special Event- Ford Tri-Motor

Contra Costa County Airports Monthly Operations Report

March 2019

	March 2019	March 2018	YTD 2019	YTD 2018	% CHANGE 2018/2019
AIRCRAFT OPERATIONS					
Total Operations	7,843	9,178	20,492	27,129	-24%
Local Operations	3,512	5,077	9,781	15,105	-35%
Itinerant Operations	3,248	2,956	7,687	8,666	-11%
Total Instrument Ops	905	949	2,513	2,860	-12%
FUEL FLOWAGE					
100 Octane	22,111	18,117	48,319	52,978	-9%
Jet Fuel	96,050	117,689	286,498	313,560	-9%
Total	118,161	135,806	334,817	366,538	-9%
BYRON INFORMATION					
Byron Fuel	9,524	7,753	23,894	23,721	1%
Bay Area Skydiving Fuel Purchased (gallons)	1,500	1,000	3,256	2,180	49%
Glider Operations					
Tow Aircraft	288	154	534	492	9%
Glider Aircraft	288	154	534	492	9%

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

The following certified Board Orders are attached:

April 9, 2019

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Kevin Wheeler and Cynthia Wheeler for a T-hangar at Buchanan Field Airport effective April 1, 2019 in the monthly amount of \$370.00. (100% Airport Enterprise Funds)

April 9, 2019

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Randy Potter for a T-hangar at Buchanan Field Airport effective April 10, 2019 in the monthly amount of \$350.00. (100% Airport Enterprise Funds)

April 16, 2019

APPROVE and AUTHORIZE the Director of Airports, or his designee, to execute a consent to assignment of lease between the County, Michael J. Oakes and VOLY RE LLC, and APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a first amendment to lease between the County and VOLY RE LLC, and APPROVE a 3-year Guaranty by VOLANS-I, Inc. (100% Airport Enterprise Funds)



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: April 9, 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 Kevin Wheeler and Cynthia Wheeler for a T-hangar at Buchanan Field Airport effective April 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 with Contra Costa County for the construction of seventeen (17) additional hangars. Buchanan Airport Hangar Company was responsible for the maintenance and property management of the property during the lease period.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/09/2019** 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: April 9, 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:

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: April 9, 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 Randy Potter for a T-hangar at Buchanan Field Airport effective April 10, 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

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/09/2019** 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: April 9, 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:

BACKGROUND: (CONT'D)

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

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

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

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

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

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

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Hangar Rental Agreement



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: April 16, 2019

Subject: APPROVAL of Consent to Assignment of Lease between the County, Michael J. Oakes and VOLY RE LLC,
APPROVAL of a First Amendment to Lease between the Co

RECOMMENDATION(S):

- A. APPROVE and AUTHORIZE the Director of Airports, or his designee, to execute on behalf of the County, a Consent to Assignment of Lease (Consent) between the County and the current tenant, Michael J. Oakes, and the new tenant, VOLY RE LLC, to assign Mr. Oakes' lease of County-owned property located at at 1500 Sally Ride Drive, Concord to VOLY RE LCC, subject to the satisfaction of all conditions precedent set forth in the Consent and provided that the form of the Consent is approved by County Counsel.
- B. APPROVE and AUTHORIZE the Director of Airports, or his designee, to accept on behalf of the County, a guaranty of lease from VOLTANS-I, INC., to guaranty the payments due under the lease, and the faithful and prompt performance of each and every term, condition and covenant under the lease through June 30, 2023.
- C. APPROVE and AUTHORIZE the Director of Airports, or his designee, to execute on behalf of the County an amendment to the Lease to make its terms consistent with the new business operations.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/16/2019** 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: April 16, 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:

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:

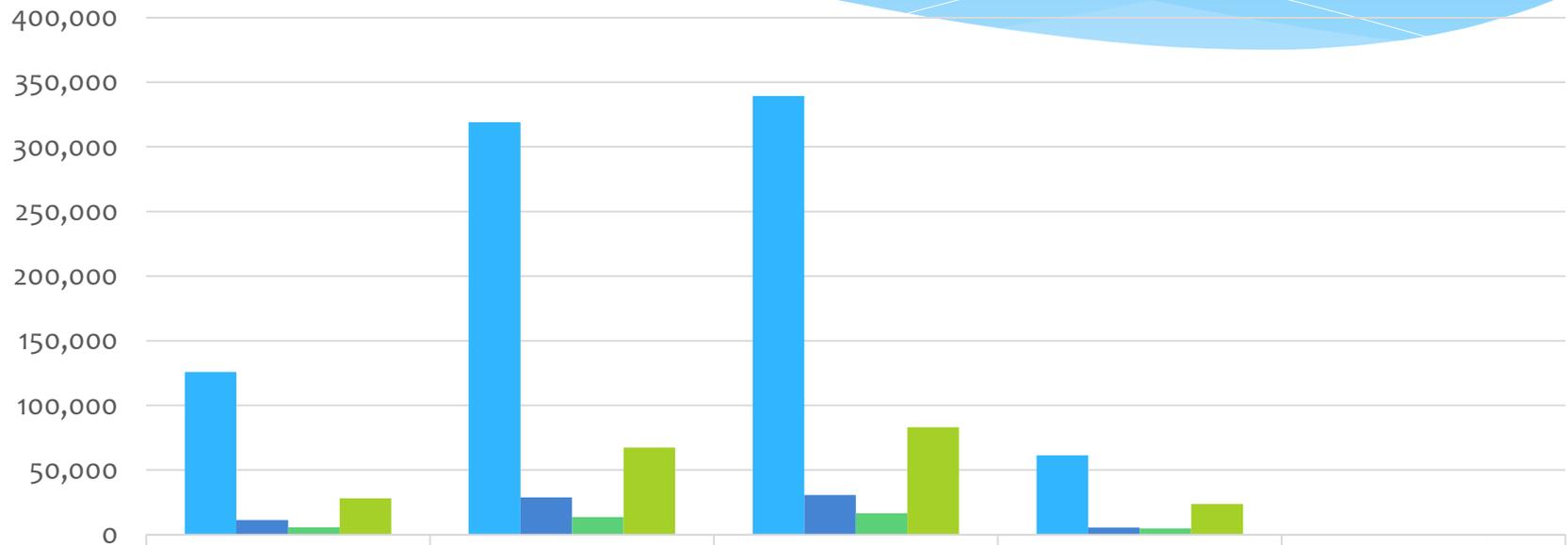
The County entered into a ground lease with Michael J. Oakes on June 21, 2016, for property at Buchanan Field Airport located at 1500 Sally Ride Drive, Concord. Michael J. Oakes now desires to assign all of his interest in the lease to VOLY RE LLC, which action requires the written consent of the County. Staff recommends (1) consent to assignment, (2) acceptance of a guaranty of payments under the lease through June 30, 2023, by VOLANS-I, Inc., and (3) execution of an amendment to the lease to permit the auxiliary aviation uses that will occur as a result of the assignment.

CONSEQUENCE OF NEGATIVE ACTION:

Michael J. Oakes will not be able to assign his interest in the lease.

JetSuiteX Performance Report

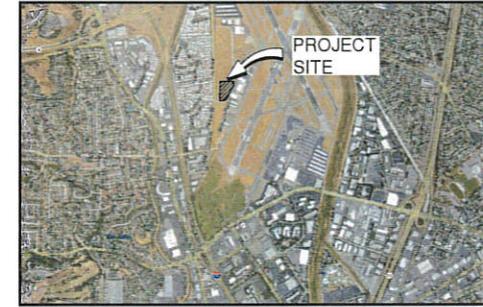
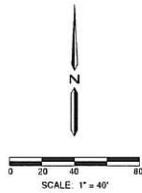
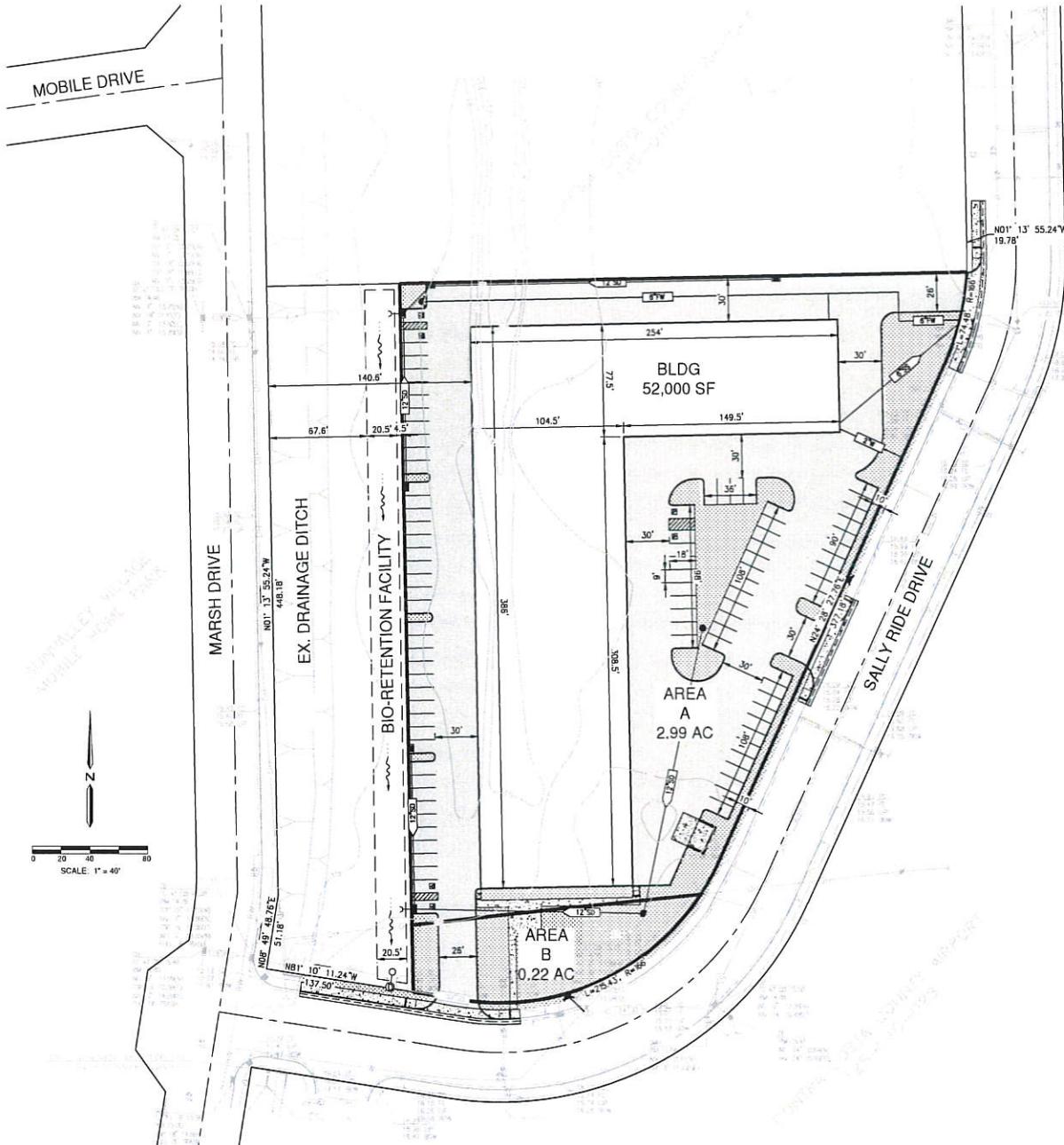
2016-2019



	2016	2017	2018	2019*	2016 vs. 2018 % growth
Gallons	125,951	318,938	339,464	61,402	170%
Gallon Dollar Amount	\$11,335.59	\$28,704.42	\$30,551.76	\$5,526.18	170%
Passengers	5,613	13,465	16,612	4,763	196%
Concession Fees	\$28,065.00	\$67,325.00	\$83,060.00	\$23,815.00	196%

*2019 is for Quarter 1 (January-March)





VICINITY MAP
N.T.S.



LEGEND

EXISTING	PROPOSED	
		ACCESSIBLE PARKING STRIP
		BACKFLOW PREVENTOR
		BENCHMARK
		BIO-RETENTION OVERFLOW STRUCTURE
		CATCH BASIN
		CONTOUR
		DRAIN INLET
		ELECTRIC METER/BOX
		ELECTROLINER
		ELEVATION W/ DESCRIPTION
		FIRE HYDRANT
		IRRIGATION VALVE
		SANITARY SEWER MANHOLE
		STORM DRAIN MANHOLE
		TELECOMMUNICATIONS BOX
		UNDERGROUND UTILITY LINE LABEL AND DIRECTION
		UTILITY POLE
		WATER METER/BOX
		WATER VALVE
		CONCRETE
		PAVEMENT
		LANDSCAPE

PARKING SUMMARY

ACCESSIBLE	
CAR	5
VAN	1
REGULAR	85
TOTAL	91

SITE PLAN SUMMARY AREA A

BUILDING FLOOR AREA	52,000 SQ. FT
IMPERVIOUS SURFACES (AC & CONCRETE)	65,658 SQ. FT
LANDSCAPED AREA	12,438 SQ. FT
TOTAL SITE AREA	130,096 SQ. FT (2.99AC)
OFFSITE BIO-RETENTION FACILITY	10,228 SQ. FT

SITE PLAN SUMMARY AREA B

IMPERVIOUS SURFACES (AC & CONCRETE)	2,099 SQ. FT
LANDSCAPED AREA	7,404 SQ. FT
TOTAL SITE AREA	9,503 SQ. FT (0.22AC)