

**Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord, CA 94520
Thursday, January 9, 2020, 10:00 a.m.**

*The Aviation Advisory Committee (AAC) will provide reasonable accommodations
For persons with disabilities who plan to attend its scheduled meetings.
Call the Director of Airports Office at (844) 359-8687 at least 24 hours in advance.
Any disclosable public records related to this meeting are available for public inspection at the
Director of Airports Office, 550 Sally Ride Drive, Concord, during normal business hours.*

- 1. Roll Call**
- 2. Public Comment Period**
- 3. Approval of the Aviation Advisory Committee's December 12, 2019 Meeting Minutes**
- 4. Consider Consent Items**
 - a. Accept the airport Noise & Statistics Report (November 2019)
 - b. Accept relevant Board Orders (December 2019)
- 5. Discussion/Action Items**
 - a. Discuss items pulled from consent
 - b. Byron General Plan Amendment update
 - c. Discuss final budget for the Fiscal year 2018/2019
 - d. Discuss safety of driving on Airports
 - e. East County Marketing partnership
 - f. Discuss adding restaurant to new terminal building
 - g. FAA to discuss airspace and approved changes at Buchanan Field
 - h. Hold workshop to collect input on new terminal from stakeholders
 - i. Buchanan Field County rezoning
 - j. Self-serve fueling at Buchanan Field
 - k. Discuss and Approve Nominees for AAC Tenant Recognition Award
 - l. Sterling Lease
- 6. Future Agenda Items**
- 7. Adjourn**

**Next AAC Meeting (tentative): February 13, 2020 at 10:00am
Next Airport Committee Meeting (tentative): February 12, 2020 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 | Y | Y | Y | Y | Y | Y | Y | Y | 1 |
| Cody Moore | Airports Bus. Assoc. | cody@ccrjet.com | ----- | ----- | Y | ABS | ABS | Y | Y | Y | ABS | Y | ABS | Y | 4 |
| Eric Meinbress | Member at Large | ericmeinbress@comcast.net | Y | Y | Y | ABS | Y | Y | Y | Y | Y | Y | Y | Y | 1 |
| Ronald Reagan | District 3 | ron@rmsea.com | ABS | ABS | Y | Y | Y | Y | Y | ABS | Y | Y | Y | Y | 3 |
| Derek Mims | City of Pleasant Hill | derekmims@hotmail.com | ABS | Y | Y | ABS | Y | Y | Y | Y | Y | Y | Y | ABS | 3 |
| Russell Roe | District 5 | russroe@pacbell.net | Y | Y | ABS | Y | Y | ABS | ABS | ABS | Y | Y | Y | Y | 4 |
| Keith McMahan | City of Concord | keithcmcmahan@gmail.com | ABS | Y | Y | Y | Y | Y | Y | Y | ABS | ABS | Y | ABS | 4 |
| Roger Bass | District 2 | twofivexray@yahoo.com | Y | ABS | ABS | Y | Y | Y | Y | Y | Y | Y | Y | ABS | 3 |
| Maurice Gunderson | Member at Large | mauricegunderson@mac.com | Y | Y | Y | Y | ABS | Y | Y | Y | Y | Y | Y | Y | 1 |
| Tom Weber | District 4 | Tr-weber@sbcglobal.net | Y | Y | Y | Y | Y | Y | Y | Y | ABS | Y | Y | Y | 1 |
| Emily Barnett | Member at Large | emilyebarnett@gmail.com | Y | Y | Y | Y | Y | Y | Y | Y | ABS | Y | Y | Y | 1 |
| Donna Dietrich | Airport Neighbor - Pacheco | concordcascade_mgr@equitylifestyle.com | Y | ABS | ABS | Y | ABS | ABS | Y | Y | ABS | ABS | ABS | ABS | 8 |
| Steven Starratt | Airport Neighbor - Byron | starratt@pacbell.net | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | 0 |
| Was There a Quorum? Y or N | | | Y | Y | Y | Y | Y | Y | Y | Y | 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 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 | 7/31/19 | 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
December 12, 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
Steven Starratt, Airport Neighbor – Byron Airport
Tom Weber, Vice Chair, District IV
Cody Moore, Airport Business Association
Eric Meinbress, Member At-Large
Dale Roberts, District I
Russell Roe, District V
Ronald Reagan, District III

ABSENT: **Donna Dietrich**, Airport Neighbor – Pacheco
Derek Mims, City of Pleasant Hill
Keith McMahon, City of Concord
Roger Bass, District II

STAFF PRESENT: Keith Freitas, Director of Airports
Russell Milburn, Assistant Director - Administration

COMMENTS

BY CHAIR: Chair Maurice Gunderson welcomed the attendees.

PUBLIC COMMENT PERIOD:

On Tuesday December 17th, Keith Freitas will be presenting the Board of Supervisor with updates that are going on with Byron and Buchanan Field Airport.

Keith thanked the Airport staff for another successful Santa Event that took place at Buchanan Field Airport/Crowne on Saturday December 7th.

APPROVAL OF

11/14/19 MINUTES: Moved by Tom Weber; seconded by Maurice Gunderson. Yes: Emily Barnett, Ronald Reagan, Cody Moore, Russell Roe, Steven Starratt, Dale Roberts and Eric Meinbress. No: None. Abstained: None. Absent: Derek Mims, Donna Dietrich, Keith McMahon and Roger Bass.

**APPROVAL OF
CONSENT ITEMS:**

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

5. Presentation- UAS/Drone Flight Authorization Near airports (LAANC)

Steven Starratt and Federal Aviation Administration (FAA) Air Traffic Control Tower Manager, Bill Hannan, presented a power point presentation and discussed UAS/drone flight authorization near Airports. Most drone pilot are not certified and have rules that they must abide by in order to fly, whether they are recreational or commercial drones' pilots. Steven discussed the rules for recreational and commercial drone pilots flying in controlled airspace and how LAANC (Low Altitude Authorization and Notification Capability) operates.

LANNC is a collaboration between the FAA and Industry. It directly supports UAS integration into the airspace. Before LANNC if any individual whether it be recreational or commercial wanted to fly in controlled airspace, it was a manual process that usually took a minimum of 90 days for approval. Due to that long process a lot of recreational drone pilots ignored getting approval and flew anyway, which created issues for the towers and airport operators. A few years ago, the FAA started some rules for both recreational and commercial drone pilots. Recreational pilots are not allowed to fly at nights and must operate in site meaning, you must be able to see the drone. Another rule that applies to recreational flying is that there is a 400 ft. limit above the ground. Part 107 pilots can apply for a waiver to fly at night or above the 400 ft limit.

How LAANC works is it automates the application and approval process for airspace authorizations and through automated applications developed by an FAA Approved UAS Service Supplier (USS) pilots apply for an airspace authorization. All controlled airports are under LAANC despite its only been around for a little over a year. Requests are checked against multiple airspace data sources in the FAA UAS data Exchange such as UAS Facility Maps, Special use Airspace data, Airports and Airspace classes, as well as Temporary Flight Restrictions and Notices to Airmen. If approved, pilots can receive their authorization in near-real time.

DISCUSSION/ACTION ITEMS:

a. Discuss items pulled from consent

There were no items pulled from consent

b. Discuss the take action as deemed necessary relative to the Byron Airport General Plan Amendment. Schedule, milestones and status of deliverables

There were no updates to report to the committee on the Byron Airport General Plan.

c. Discuss 280 & 2888 Buchanan Field Road appraisal and license Agreement

Smith and Associates completed their rental market rate appraisal for the two buildings, located at 280 & 288 Buchanan Field Road, which reverted back to the county. Charging fair market rent is a requirement by the FAA. The analyses determined that a majority of the space is rented below market rate, some exceeding 40 percent. Airport staff is meeting with tenants and other stakeholders to advise them of the findings. Airport staff will likely propose phasing the rent increases, over several years, to lessen the fiscal impact of the tenants. There were a few tenants that attending the meeting who expressed their thoughts and concerns with the changes. Although they are not happy with the changes and understand that the market is changing, they still will like to maintain the relationship they have with the Airport/County and to be involved in what's going on in the future.

d. Discuss status update of development proposed for Parcel C (northwest corner of Marsh Drive and Solano Avenue

On November 26th, 2019, Claremont Properties received comments from the City of Concord regarding their development application for the self-storage facility. Claremont's properties expect to submit a revised application by the end of December.

e. Discuss status update of the PFAS Work Plan for Buchanan Field Airport

On November 25th, 2019, Airport staff submitted a revised PFAS Work Plan to the San Francisco Regional Water Quality Control Board and received approval. Once Airport staff receives a written confirmation, they will start the PFAS investigative testing.

f. Discuss status update of development proposed for 16 acres across from the Director of airport Office

The 16-acre parcel was originally designated for aviation development on the Airport Layout Plan but was released as it was not needed for aeronautical purposes and better served being non-aeronautical. Airport staff is currently going through the lease proses with the FAA and received a letter from FAA staff while going through their archives, that this property was released in 1983. The development team is currently working to identify a prospective development plan and once that is done, Airport staff will meet either the County departments involved to discuss the future of this project. Depending on the rate of progress, construction could begin as early as next year.

g. Discuss status of the aviation development on 3 acres at Byron airport

Airport staff continues to work with Mark Scott Construction, in their interest in developing

approximately 3-acres of vacant land for aviation uses at the Byron Airport. They have provided some renderings of combination office/aircraft hanger space for the area. A meeting with the Airport staff, Department of Conservation and Development, PG&E, East Contra Costa County Fire Protection District, and the developer to review project, is set for the middle of December.

h. Discuss status update for 3-acre light industrial project at Buchanan Field

Expect to submit to planning in the next 30 days, looking to start construction in 2020.

i. Discuss Marsh Bridge replacement project (Neil Leary)

The project manager, Neil Leary of Contra Costa County Public Works, presented a PowerPoint that went over the history and future of Marsh Bridge. Marsh Bridge was constructed in 1938 and in 1965 they lengthened the bridge. It is approximately 325' ft. long and 34' wide. The construction cost of the new bridge is between \$12-15 million with the funding coming from Federal (Highway Bridge Program) and Local (County Match & Proposition 1B) outlets. When the County investigated the bridges in 2014, there are multiple deficiencies with the bridge, such as hydraulic, structural, seismic and width issues, which is why the City of Concord, who owns half of the bridge, agreed with the County when they proposed replacing the whole bridge.

There were three proposed alignment alternatives, which were replacing the existing alignment, the southern alignment and the northern alignment. The northern alignment was chosen as it had more pros than cons, as oppose to the remaining two alignments having more cons. Construction of the northern alignment will take place in two stages. The current bridge will remain open during construction with one lane going in both directions and some short-term closures, however, there will be a temporary closure on Iron House Trail during the second stage of construction. Neil acknowledged that he is working close with the Flood Control division of Public Works and he is currently in the environmental clearance stage of the project. The project was approved by both CEQA (California Environmental Quality Act) and NEPA (National Environmental Policy Act). Permits have already been drafted and looking to submit those before the end of the year, if the project goes along as scheduled, construction could begin towards the end of 2021.

Mark Goodwin, Chief of Staff for District 3, shared with the AAC that Neil Leary was recently recognized by the Board of Supervisor, for a national award he received from the American Public Works Association.

j. Discuss final budget for the Fiscal year 2018/2019

This agenda item was deferred to the AAC meeting in January.

k. Discuss safety of driving on Airports

This agenda item was deferred to the AAC meeting in January.

l. Accept 2019 AAC Annual Report

The 2019 AAC Annual report was accepted by the committee.

m. East County Marketing partnership

This agenda item was deferred to the AAC meeting in January.

FUTURE AGENDA ITEMS/COMMENTS

- **Restaurant added to new building**
- **Discuss safety of driving on Airports**
- **East County marketing partnership**

ADJOURNMENT: The Chair adjourned the meeting at 12:00 PM.

FINAL

**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MEETING MINUTES
NOVEMBER 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
Steven Starratt, Airport Neighbor – Byron Airport
Roger Bass, District II
Tom Weber, Vice Chair, District IV
Eric Meinbress, Member At-Large
Dale Roberts, District I
Derek Mims, City of Pleasant Hill
Russell Roe, District V
Ronald Reagan, District III
Keith McMahon, City of Concord

ABSENT: **Cody Moore**, Airport Business Association
Donna Dietrich, Airport Neighbor – Pacheco

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

COMMENTS

BY CHAIR: Chair Maurice Gunderson welcomed the attendees.

PUBLIC COMMENT PERIOD:

Keith Freitas reminded everyone that Santa is coming to Buchanan Field Airport on Saturday, December 7, 2019 at 10am.

Ronald Reagan suggested that a change should be made to the September minutes regarding the Vasco Road-Byron Highway Connector. On the minutes, it states that it would need a majority vote to pass, when it should have stated that it would need a super majority vote in order to pass.

Maurice Gunderson acknowledged AAC member Donna Dietrich will be out for a while recovering from surgery due to a bad fall.

APPROVAL OF

10/10/19 MINUTES: **Moved by Derek Mims; seconded by Roger Bass. Yes: Emily Barnett, Russell Roe, Tom Weber, Eric Meinbress, Ronald Reagan, Steven Starratt, Dale**

Roberts, Keith McMahon and Maurice Gunderson. No: None. Abstained: None. Absent: Cody Moore and Donna Dietrich.

**APPROVAL OF
CONSENT ITEMS:**

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

DISCUSSION/ACTION ITEMS:

a. Discuss items pulled from consent

The County Ordinance noise violation letters from January to October 2019 was pulled. Daniel Wick discussed letters and the importance of managing noise and restrictions. Airport staff will continue contacting local airports, flight schools, and clubs to remind them of the County Airport Ordinance flight restrictions.

b. Discuss the take action as deemed necessary relative to the Byron Airport General Plan Amendment. Schedule, milestones and status of deliverables

Beth Lee acknowledged that consultants are aware that County staff is very displeased with the work product we've received so far. A senior level manager has agreed to be more involved and help oversight the process. At a previous meeting, the consultants presented County staff with a revised administrative draft environmental report but there were grammatical/reference mistakes and some of the chapters (like transportation) needed more extensive revisions. A meeting was scheduled the following week with the traffic consultants, DCD, and Airport staff and we should have more information in the next 30 days. Keith Freitas informed everyone that both supervisors, Burgis and Mitchoff, gave Will Nelson, the project manager from the Department of Conservation and Development the authority to terminate the contract if he feels that they cannot deliver a good document. He also explained the risk of starting all over with a new contract and feels it's best to try and salvage the contract already in place if we can. If we were to start over, Emily Barnett suggested we ask for some sort of refund from the company.

c. Discuss the Bay Area Aviation Technology test site (BA²T²S) update

Keith Freitas stated that the County had a visit from Singapore Economic Development Board. They toured the Buchanan Field Airport for a couple of hours; they were very pleased with what they saw and eager to work with the Airport. Due to their congested airspace, Singapore doesn't allow much testing done there at present and are looking at testing options in the United States. The FAA already has seven pilot program locations designated for drone testing; New Mexico, Nevada, North Dakota, Texas, Alaska, New York, and Virginia. Originally the plan was to potentially partner with Nevada but we didn't get much interest most likely because they look at us as a competitor. Alaska, New Mexico and North Dakota have all expressed interest in partnering with the County. We are currently leaning more towards Alaska, which already has partnered with airports in Hawaii, Oregon, Iceland, Kansas and Mississippi. Airport staff is also researching an option to develop a COA (Certificate of Authorization) to attract testing.

Keith McMahon expressed that the public may have concerns with using terms such as drones, UAS, and VAS. He suggested that the public information be more informative.

d. Review of airport items discussed at the November 2, 2019 MDPA breakfast meeting

Maurice Gunderson expressed how important it is for Airport staff to attend these breakfast meetings to keep them updated with what's going on with AAC and items discussed. Beth Lee explained that all items on the current agenda were discussed at the breakfast meeting. One exception is advising the MDPA participants that we expect to start a master plan for Buchanan Field Airport in either 2021 or 2022 depending on funding. She encouraged everyone to be involved as it might have some changes that affect the airfield and airport stakeholders.

e. Discuss the current gate access control policy

Keith gave an update on the importance of not allowing piggy-back access through the vehicle gates. Airport staff is currently working on putting up painted "HOLD HERE" signs near the reader box to help prevent piggy backing.

f. Discuss terminal building design update

Pictures of the new building design for the new general aviation, aircraft rescue & firefighting (ARFF) facility, and administration office at Buchanan Field Airport were presented. Keith mentioned that now is the time to voice any suggestions stakeholders may have regarding the building site plan and design. Emily Barnett was very pleased with design; especially with the number of conference rooms. The building size is just under 20,000 sq. ft. and once the funding is received, we have the green light to move forward with completing the plan sets and building permit process. Questions about adding a second floor in the future were raised, but due to all the ADA requirements, that would roughly cost a minimum of \$1,000,000. The site plan was designed to allow expansion to the north and south.

In the current Master Plan, the best location for the tower would be on the west side of Buchanan Field. Maurice Gunderson informed the committee that original tower was located on the west side. Airport Staff is working with various FAA parties to find funding for a new tower which is estimated to cost about \$12,000,000.

g. Overview of habitat conservation program for Byron Airport

Daniel Wick explained the Brushy Creek Conservation Bank (BCCB) and the Byron Airport Habitat Management Land (HML) Conservation Easements and Habitat Management Plans specify actions and goals for conservation, such as grazing to achieve target grass heights, in support of Kit Fox and Burrowing Owl. The Range Manager visits a minimum of 7 times a year to report on habitat conditions and monitor cattle grazing on the Byron Airport HML. The Wildlife Biologist generally perform biennial and every-fifth-year visits, to monitor special status species on the Byron Airport HML. More than half of the Byron Airport (830 acres) property is set aside for HML which was required to construct the airport. Dale Roberts asked to get updates on how the plants and animals were doing. The Airport does not receive money to pay for the Range Manager and Biologist. The 120-acres BCCB was donated to the County in 2016 and is within the runway safety area for the airport and has conservation easements for the protection of burrowing owls.

h. Discuss status update of development proposed for Parcel C (northwest corner of Marsh Drive and Solano Avenue)

This agenda item was deferred to the AAC meeting in December.

i. Discuss status update of the PFAS work plan for Buchanan Field Airport

This agenda item was deferred to the AAC meeting in December.

j. Discuss status update of development proposed for 16 acres across from the director of airport office

This agenda item was deferred to the AAC meeting in December.

k. Discuss status of the aviation development on 3 acres at Byron Airport

This agenda item was deferred to the AAC meeting in December.

l. Discuss status update for 3-acre light industrial project at Buchanan Field

This agenda item was deferred to the AAC meeting in December.

FUTURE AGENDA ITEMS/COMMENTS

- **Discuss status update of development proposed for 4.6 acres parcel c (northwest corner of marsh drive and solano avenue)**
- **Discuss status update of the PFAS work plan for Buchanan Field Airport**
- **Discuss status update of development proposed for 16-acres across from the director of Airport Office**
- **Discuss status of the aviation development on 3-acres at Byron Airport**
- **Discuss status update for 3-acre light industrial project at Buchanan Field**
- **Discuss 280 & 288 Buchanan field road appraisal and rental agreement**
- **Discuss marsh bridge replacement project (Neal Leary)**
- **Discuss final budget for the fiscal year 2018/2019**
- **Discuss safety of driving on Airports**
- **2019 AAC Annual Report**

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

Noise Abatement Statistics

November 2019

| | # Of Callers | Complaints | | YTD | YTD | % CHANGE |
|---------------------------------------------------------|--------------|------------|----------|------------|------------|------------|
| | 2019 | 2019 | 2018 | 2019 | 2018 | |
| TOTAL NUMBER OF COMPLAINTS | 12 | 12 | 4 | 193 | 145 | 33% |
| LOCATION OF COMPLAINTS | | | | | | |
| Concord | 2 | 2 | 0 | 35 | 67 | -48% |
| Pleasant Hill | 4 | 4 | 1 | 65 | 26 | 150% |
| Pacheco | 0 | 0 | 0 | 6 | 3 | 100% |
| Martinez | 3 | 3 | 0 | 23 | 8 | 188% |
| Byron | 0 | 0 | 0 | 0 | 1 | 0% |
| Other | 3 | 3 | 3 | 30 | 28 | 7% |
| Subtotal | 12 | 12 | 4 | 159 | 133 | 20% |
| Special Events | 0 | 0 | 0 | 33 | 12 | 175% |
| Total Number of Complaints | 12 | 12 | 4 | 192 | 145 | 32% |
| COMPLAINTS ASSOCIATED WITH | | | | | | |
| Buchanan Field Airport | | 6 | 1 | 146 | 101 | |
| Byron Airport | | 0 | 0 | 1 | 1 | |
| Law Enforcement/Lifeguard Lights | | 1 | 0 | 16 | 12 | |
| Non-associated | | 5 | 3 | 30 | 31 | |
| TIME OF INCIDENT | | | | | | |
| Day (0700 - 1700) | | 8 | 1 | 121 | 91 | |
| Evening (1700 - 2200) | | 1 | 0 | 21 | 22 | |
| Night (2200 - 0700) | | 1 | 2 | 29 | 20 | |
| All Times | | 2 | 1 | 22 | 12 | |
| TYPE OF COMPLAINT | | | | | | |
| Noise | | 5 | 3 | 89 | 61 | |
| Low Flying | | 3 | 0 | 18 | 23 | |
| Noise and Low Flying | | 3 | 1 | 79 | 53 | |
| Too Many Aircraft | | 0 | 0 | 1 | 1 | |
| Other | | 1 | 0 | 6 | 7 | |
| TYPE OF AIRCRAFT | | | | | | |
| Jet | | 2 | 0 | 30 | 28 | |
| Propeller | | 3 | 1 | 103 | 61 | |
| Helicopter | | 4 | 0 | 24 | 21 | |
| All Types | | 2 | 0 | 12 | 10 | |
| Unknown | | 1 | 3 | 24 | 25 | |
| TOTAL AIRCRAFT OPERATIONS | | | | | | |
| | | 8,126 | 5,500 | 94,227 | 104,413 | -10% |
| COMPLAINTS PER 10,000 OPERATIONS | | | | | | |
| | | 15 | 7 | 20 | 14 | 47% |
| COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY | | | | | | |
| | | 7 | 2 | 15 | 10 | 60% |

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

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

June
(3) Special Event- Wings of Freedom

October
(1) Other, low flying helicopter, Clayton
(1) Non-assoc. Pipe Line Helicopter, Benicia

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

May
(3) Complaints from (1) Martinez individual

July
(1) Other, low flying, Walnut Creek

September
(3) Non-assoc. unknown, Walnut Creek
(1) Non-Assoc. unknown, Brentwood
(1) Non-assoc. Power line Helicopter, Martinez
(1) Non-assoc. exhaust smell, Pleasant Hill

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

August
(1) Non- assoc. helicopter Martinez

November
(1) Non-assoc. unknown bethel island
(1) Non-assoc., telecomms interference, WC
(1) Non-assoc., aerobatics, Discovery Bay
(2) Non-Assoc. EBRPD Helicopter, Martinez

Contra Costa County Airports Monthly Operations Report

November 2019

| | November 2019 | November 2018 | YTD 2019 | YTD 2018 | % CHANGE 2018/2019 |
|------------------------------------------------|------------------|------------------|-------------|-------------|-----------------------|
| AIRCRAFT OPERATIONS | | | | | |
| Total Operations | 8,126 | 5,500 | 94,227 | 104,413 | -10% |
| Local Operations | 3,742 | 2,468 | 45,090 | 53,467 | -16% |
| Itinerant Operations | 3,449 | 1,890 | 37,206 | 37,613 | -1% |
| Total Instrument Ops | 769 | 1,036 | 9,738 | 11,087 | -12% |
| FUEL FLOWAGE | | | | | |
| 100 Octane | 19,656 | 13,587 | 235,320 | 235,998 | 0% |
| Jet Fuel | 99,125 | 81,781 | 1,179,164 | 1,188,465 | -1% |
| Total | 118,781 | 95,368 | 1,414,484 | 1,424,463 | -1% |
| BYRON INFORMATION | | | | | |
| Byron Fuel | 7,157 | 7,685 | 110,058 | 105,692 | 4% |
| Bay Area Skydiving Fuel Purchased (gallons) | 800 | 755 | 13,531 | 18,826 | -28% |
| Glider Operations | | | | | |
| Tow Aircraft | 146 | 56 | 1,540 | 1,364 | 13% |
| Glider Aircraft | 146 | 56 | 1,540 | 1,364 | 13% |

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

The following certified Board Orders are attached:

December 10, 2019 APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with JRM Equipment, LLC for a shade hangar at Buchanan Field Airport effective September 13, 2019, in the monthly amount of \$140. (100% Airport Enterprise Funds)



**Contra
Costa
County**

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: December 10, 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 Greg MacCallister for a shade hangar at Buchanan Field Airport effective December 5, 2019, in the monthly amount of \$140, 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 management of the property during the lease period.

On September 1, 2000, the ninety-three

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

Action of Board On: 12/10/2019 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 10, 2019

Contact: Beth Lee, (925)
681-4200

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

By: , Deputy

cc:

BACKGROUND: (CONT'D)

(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

Hanger Agmt

| | 2018-19 (Budgeted) | 2018-19 Actual Year to Date | YTD @ 117% |
|------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------------------|----------------|
| <i>Enterprise Fund O & M Budget</i> | | | |
| Buchanan O & M Revenues | \$4,251,720 | \$4,697,243 | 110.48% |
| Byron O & M Revenues | \$843,433 | \$781,928 | 92.71% |
| Total O & M Revenues | \$5,095,153 | \$5,479,171 | 107.54% |
| Byron Mariposa Funds Reimbursement | \$110,520 | \$44,074 | 39.88% |
| Airport Enterprise Fund Contribution | \$1,175,000 | \$14,045 | 1.20% |
| Total Added Funds | \$1,285,520 | \$58,119 | 4.52% |
| Total Revenues | \$6,380,673 | \$5,537,290 | 86.78% |
| Buchanan O & M Expenditures | \$3,715,521 | \$3,470,188 | 93.40% |
| Buchanan Capital Expenses (Non AIP) | \$1,453,000 | \$825,525 | 56.82% |
| Byron O & M Expenditures | \$1,061,241 | \$1,094,393 | 103.12% |
| Byron Capital Expenses (Non AIP) | \$110,520 | \$66,802 | 60.44% |
| Total O & M Expenditures Enterprise Fund | \$6,340,282 | \$5,456,908 | 86.07% |
| Total Enterprise Fund Revenues | \$6,380,673 | \$5,537,290 | 86.78% |
| Total Enterprise Fund O & M Expenditures | \$6,340,282 | \$5,456,908 | 86.07% |
| | \$40,391 | \$80,382 | |
| Buchanan AIP Revenue (Received during Current Fiscal Year)* | \$522,109 | \$302,914 | 58.02% |
| Buchanan AIP Expenses (Expended during Current Fiscal Year)* | \$562,500 | \$383,296 | 68.14% |
| Byron AIP Revenue (Received during Current Fiscal Year)* | \$0 | \$0 | 0.00% |
| Byron AIP Expenses (Expended during Current Fiscal Year)* | \$0 | \$0 | 0.00% |
| Enterprise Fund Contribution (Contribution during Current Fiscal Year)* | \$40,391 | \$80,382 | |
| Total Net Annual Surplus(+)/Shortfall(-) | \$0 | \$0 | |
| Total Airport Enterprise Fund Budgeted to Balance | \$0 | \$0 | |
| | \$0 | \$0 | |
| *Revenues & Expenditures may overlap Fiscal Years and will impact Enterprise Fund Contribution that is depicted during the current Fiscal Year | | | |

Airport Advisory Committee (AAC) Tenant Recognition Nomination (December 2019)

Marc Ausman and Maurice Gunderson have played a key role in supporting the County's goal of bringing new technology, i.e. unmanned aerial systems (UAS) and artificial intelligence (AI) businesses to Buchanan Field and Byron Airports. They have participated in several working group meetings assisting staff in developing a vision to best position the County Airports to attract these types of businesses. Their connections lead to XWing basing their operation at Buchanan Field. They have also been instrumental in other companies initiating discussions with Airport staff about locating their operations at Byron Airport, i.e. Kitty Hawk and ZeroAvia. Most recently, Marc made staff introductions with a regional member of the Economic Development Board of Singapore (EDBS). This ultimately resulted in a group from EDBS and the Civil Aviation Authority of Singapore touring Buchanan Field.