

**Contra Costa County  
Aviation Advisory Committee  
Meeting Agenda  
550 Sally Ride Drive, Concord  
Thursday, January 10, 2013, 10:00 a.m.**

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*The Aviation Advisory Committee will provide reasonable accommodations for persons with disabilities who plan to attend its scheduled meetings. Call the Director of Airports Office at (925) 646-5722 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. Opening Comments by Chair**
- 3. Public Comment Period**
- 4. Approval of Minutes (November 2012)**
- 5. Consider Consent Items**
  - a. Approve Airport Noise/Statistics Report (October and November 2012)
  - b. Receive Relevant Board Actions
  - c. Development Project Matrix (No Current or Ongoing Projects)
- 6. Presentations/Special Reports**
- 7. Discussion/Action Items**
  - a. Items Pulled from Consent
  - b. Security Issues
  - c. Member information distribution
  - d. Sustainable Farm North of Buchanan Field
  - e. Review Annual AAC Report
  - f. 25% Budget Fiscal Year 2012/13 Update
  - g. Revised Attendance List
  - h. Patriots Jet Team Foundation Update
  - i. Airport Land Use Commission December Meeting Update
- 8. Updates and Announcements**
  - a. Airport Committee Update
  - b. What is Happening at Buchanan Field & Byron Airports/Other Airports
  - c. Update from Airport Business Association
  - d. AAC Announcements
  - e. Airport Staff Announcements
- 9. Future Agenda Items**
- 10. Adjourn**

**Next AAC Meeting (Tentative): February 14, 2013 at 10:00 a.m.  
Next Airport Committee Meeting (Tentative): Date & Time to be determined**

DRAFT



**CONTRA COSTA COUNTY  
AVIATION ADVISORY COMMITTEE  
MINUTES OF MEETING  
November 8, 2012**

**MEETING CALLED:** The meeting was called to order by Chair Mike Bruno at 10:03 a.m. at the Director of Airports' Office.

**PRESENT:** **Mike Bruno, Chair, CCC Airports Business Association**  
**Janet Kaiser, Diablo Valley College**  
**Keith McMahon, City of Concord**  
**David Pfeiffer, Secretary, District V**  
**Rudi Raab, District I**  
**Rich Spatz, At Large 2**  
**Tom Weber, Vice Chair, District IV**  
**Ed Young, At-Large 1**

**ABSENT:** **Derek Mims, City of Pleasant Hill**  
**Ronald Reagan, District III**  
**Russell Roe, District II**

**STAFF:** Keith Freitas, Director of Airports  
Beth Lee, Assistant Airports Director

**OPENING COMMENTS  
BY CHAIR:** None

**PUBLIC COMMENT  
PERIOD:** Elizabeth Coffey, Mt Diablo Mustangs, presented a donation of \$600 to the Airport for the purchase of an additional bench, table or other needed item in Public Viewing Plaza.

**APPROVAL OF  
MINUTES:** Moved by David Pfeiffer; seconded by Tom Weber. Rich Spatz and Keith McMahon abstained. Approved unanimously.

**APPROVAL OF  
CONSENT ITEMS:** Moved by David Pfeiffer; seconded by Tom Weber. Approved unanimously.

**PRESENTATION/SPECIAL REPORTS:** None

## DISCUSSION/ACTION ITEMS:

### a. Items Pulled from Consent

N/A

### b. Process for Emergency Information Dissemination

Mike Bruno stated this item was discussed at the last Airport Committee meeting as a way to provide information when issues arise.

Mike Bruno stated that as a business owner he is reluctant to make any statements or give much detail due to concerns regarding a potential lawsuit. What is said and how it is said can be misinterpreted very easily and can have negative ramifications to the business.

Tom Weber stated that the AAC should have a policy that if approached by reporters that they are referred back to the Director of Airports. Tom further stated that he sensed from the Airport Committee that the Supervisors want the basic details and what is being done to resolve/attend to the issue. Initially there may not be many details as this information evolves over time.

Cliff Glickman stated that there are two issues; the first is how to deal with the press and the second is making sure the Board of Supervisors (Board) is informed when there is an incident. He further stated that it is bad for the County when the Board does not have information when a constituent or press staff asks if they are aware of an issue. It is also helpful to know that in the event of an incident the Board can be of assistance.

Keith Freitas stated that protocols are in place but what has been new is that there was an after-hours fatality at Byron Airport and Airport staff was not advised of the issue until two (2) days later. The protocols needed to be addressed to make sure information is made available immediately.

Cliff Glickman stated that changes in information dissemination recently worked very well but will take the business concerns back to Supervisor Mitchoff.

Mike Bruno agreed that it was appropriate that the AAC have a policy that actions related to Airports or all inquiries on emergencies/investigations/other airport matters of a business nature should be referred to the Airport Director's office. **Moved by Mike Bruno; seconded by Rich Spatz. Approved unanimously.**

A second motion was made to contact Airport staff any time the AAC refers someone back to the Airport. **Moved by Rudi Raab; seconded by Tom Weber. Approved unanimously.**

Tom Weber expressed concern as to how to ensure future AAC members are aware of the policy. Mike Bruno responded that it could be added to the by-laws to ensure it is part of the obligations. Tom then expressed concern as the last by-law change took a year and the AAC should look at other necessary changes. Mike suggested keeping it as a policy without amending by-laws to see how it goes and then amend the bylaws if necessary.

**c. AAC Appointments/Term Dates**

Janet Kaiser, Mike Bruno and Keith McMahon all have their appointments ending in February 2013.

- Mike Bruno sent notices to entities whose representative term is expiring. There is a 60 day hold over under the Bylaws.
- Tom Weber suggested that members go to their appointing body to move process along if they are interested in staying on the AAC.

**d. Fiscal Year 2011/2012 Budget Review**

Keith Freitas reported:

- Budget was on target with revenues coming in at 103% and expenditures coming in at 90%.
- A recommendation at the next Airport Committee meeting is to take about \$204,000 of the retained earnings and move it to the emergency reserve fund (will put the emergency reserve fund at the three (3) year, 10% average, as directed; approximately \$340,000).
- The emergency reserve fund is a general emergency reserve which would require Airport Committee's approval to use the funds.

**e. Security Issues**

Keith Freitas reported:

- Buchanan Field does not have much of a security issue due to 24/7 staffing.
- Byron Airport staffing is not at that staffing level; generally 8 – 10 hours per day 7/day a week coverage.
  1. There have been two break-ins in the last nine (9) months.
  2. Airport is not obligated to provide security for individual leaseholds; that is the tenant's obligation; however, Airports staff is looking at general airport security enhancements.
    - a. Soon the Sheriff's Office will be using the Airport office for a work station, restrooms, etc.; this helps the Sheriff and provides additional presence at the Airport.
    - b. Also looking at other opportunities like flash cams (Public Works uses these for dumping problems), security cameras, etc.
    - c. There are not enough staff resources to monitor more sophisticated systems.

David Pfeiffer stated that one issue, from San Francisco International Airport, is if the cameras are installed and are not monitored consistently they are then subject to theft. Rudi Raab commented that there are inexpensive infrared cameras available. Mike Bruno stated that they installed cameras due to daylight issues they were having; cameras are a minor deterrent but people are the primary deterrent (Airport staff talks to people coming onto site and into office).

David Pfeiffer stated that tenant awareness is the strongest thing Byron Airport has going for it.

Ed Young, who is also a Byron tenant, stated that you do feel vulnerable since Byron Airport is not manned all the time. The first burglary came in through hangar side which

had to be noisy. Byron Airport should consider some type of noise sensor security system.

Mike Bruno suggested internet as the key for an effective security system.

Keith Freitas reminded that there is a government process that must be used and it does drive up the costs. Although Airport staff is not trying to burden the leaseholders, as security is a partnership, but reiterated that tenants do have security responsibility for their premises.

Janet Kaiser then concurred with Keith about the added cost and process for purchasing by a government sector.

**f. Airport Clubhouse**

Beth Lee recapped the intent of rehabilitating the clubhouse for aviation club use.

Keith Freitas invited all in attendance to walk thru the clubhouse at the end of the meeting

## UPDATES/ANNOUNCEMENTS

**a. Airport Committee Update**

None

**b. What is happening at Buchanan Field & Byron Airports/Other Airports**

Keith Freitas reported:

- Buchanan Field is testing a hot spot for WIFI access for the next few weeks at the east ramp pilot's lounge. An email will go out to tenants with access information and a notice will be posted in the pilot's lounge.
- Santa Skydive is scheduled for December 1, 2012.
- The Buchanan Field crack sealing of the east ramp is almost complete. This is not a long term solution but will help preserve the area until the entire area can be repaved and FAA grant funding secured.

**c. Update from Airport Business Association**

Mike Bruno reported he had a good discussion with David Ringler, Patriot Jet Foundation, and are working together on student flight training program

**d. AAC Announcements**

Tom Weber stated that he is working with the Airport Land Use Commission (ALUC) to find out the status of the Patriot Jet Foundation land use permit.

**e. Airport Staff Announcements**

Byron fuel service solicitation is currently being circulated due to a proposal received.

## FUTURE AGENDA ITEMS

- AAC member contact Information; to discuss what can be publicly available so they can contact each other

Next meeting scheduled for Thursday, December 13 at 10:00 am at Buchanan Field.

**ADJOURNMENT:** The meeting was adjourned by the Chair at 11:21 am.

FINAL



**CONTRA COSTA COUNTY  
AVIATION ADVISORY COMMITTEE  
MINUTES OF MEETING  
October 11, 2012**

- MEETING CALLED:** The meeting was called to order by Chair Mike Bruno at 10:02 a.m. at the Byron Airport's Office.
- PRESENT:** **Mike Bruno, Chair, CCC Airports Business Association**  
**Derek Mims, City of Pleasant Hill**  
**David Pfeiffer, Secretary, District V**  
**Rudi Raab, District I**  
**Ronald Reagan, District III**  
**Russell Roe, District II**  
**Tom Weber, Vice Chair, District IV**  
**Ed Young, At-Large 1**
- ABSENT:** **Janet Kaiser, Diablo Valley College**  
**Keith McMahon, City of Concord**  
**Rich Spatz, At Large 2**
- STAFF:** Keith Freitas, Director of Airports  
Mike Vitalich, Airport Operations Specialist
- OPENING COMMENTS  
BY CHAIR:** Mike Bruno thanked those in attendance for coming out to the Byron Airport to attend the meeting.
- PUBLIC COMMENT  
PERIOD:** None
- APPROVAL OF  
MINUTES:** Moved by Derek Mims; seconded by Tom Weber. Approved unanimously.
- APPROVAL OF  
CONSENT ITEMS:** Moved by Tom Weber; seconded by Russ Roe. Approved unanimously.
- PRESENTATION/SPECIAL REPORTS:** Tom Weber awarded the second of this year's two AAC Tenant Recognition Awards to Clay Bonavito, owner of Bay Area Skydiving, for Bay Area Skydiving's participation in the Airports' Annual Santa Skydive Event.

## DISCUSSION/ACTION ITEMS:

### a. Items Pulled from Consent

N/A

### b. Byron Utility/Infrastructure Report

Keith Freitas reported that the Airport received a Federal Aviation Administration (FAA) grant for about \$122,000 to do infrastructure analysis at the Byron Airport.

- When the Airport was built, 18 years ago, due to its distance from sewer and water it was put on a septic system and well water.
- These limited facilities will be analyzed to determine how much more the Airport can grow before the infrastructure will need to be upgraded or what other options may be available.
- Mike Bruno questioned the timeline. Keith responded that the Airport is in negotiations with a contractor and the analysis should start by December of 2012.

### c. Byron Airport Pavement Project

Keith Freitas reported the Airport also received an FAA grant for pavement and airfield signage. Byron Airport, which is about 18 years old, is in need of rejuvenation of the runways, crack sealing, taxiway and runway sign upgrades, and lighting.

- The grant will pay for putting together a bid package to do an analysis of what needs to be done pavement and lighting and signage wise.
- Timing for this item is as follows:
  - a. Consultant under contract by end of the year and they will start the analysis right away.
  - b. Actual construction work will start when additional FAA grant dollars become available.
    - i. Bid package will be ready to go by the time the additional grant dollars are available in order to find a contractor, go into contract with them and start the project.
  - c. FAA grant funds could become available as early as Summer of 2013 but as late as 2014

### d. Mariposa Community Benefit Fund (Fund)

Keith Freitas reported:

- At the last Airport Committee Meeting, Supervisor Piepho and Supervisor Mitchoff directed Airport staff to work with the Department of Conservation and Development (DCD) to move forward with a County General Plan amendment.
  1. An amendment to the General Plan is a lengthy process that can take between 18 and 36 months.
- Other items that will be funded are the two items previously discussed Byron Utility/Infrastructure and Airport Pavement. The Airport's portion, approximately 10%, would come out of the Fund.

### e. Clifton Forebay Sea Plane Use Proposal

Keith Freitas reported John Pfeiffer, a former Airports District Manager for FAA and now with the Aircraft Owners and Pilots Association (AOPA) as the regional representative contacted Airport staff.

- AOPA with the Seaplane Pilots Association are looking for training locations.
- Clifton Forebay is about a mile north east of the Byron Airport is one of the locations they are looking at.
- The packet they sent and is enclosed in the AAC packet is informational from Airport staff's standpoint.
- There is still a lot of work the AOPA and Seaplane Pilots Association will need to do with the California Department of Water Resources Board to see if they can do it.
- They have done this in other locations in Southern California.
- They will have to do a FAA Airspace analysis because of the proximity of the location to the Byron Airport to make sure that air traffic issues are looked at and resolved.
- This was proposed on October 1, 2012.

There was concern expressed by a community member to the noise the seaplanes would make doing their training exercise.

**f. Status of Byron Airport Inspection**

Keith Freitas reported that there were about 80 hangars to inspect; there are still about 10 still needing inspections.

- There are a few tenants that did not pass inspection as they need to do some cleaning out of stored items.
- It is an FAA requirement that, at an airport facility, the hangars be used for aviation but do allow for some ancillary storage.

Russ Roe reported that he has a hangar at the Byron Airport and participated in the inspection process. He commended the County and inspectors that were at the Byron Airport for being very professional and very helpful. Russ stated that he felt the inspections went really well.

Keith stated that Airport staff works hard to coordinate getting into the hangars, which is always a challenge, and can be an inconvenience for tenants but it is something that needs to be done. Airport staff is striving to prevent issues that have arisen in the past with unauthorized storage from happening again.

## **UPDATES/ANNOUNCEMENTS**

**a. Airport Committee Update**

Mike Bruno reported the Airport Committee met on September 24, 2012.

- The two Supervisors made it clear that they want a method or mechanism in place to be informed when there is an incident at one of the County Airports.
  1. This item will be added to the next agenda to discuss further.
  2. There is concern from businesses about how much information should be released as there could be little or no facts available. Even when all the facts are available it is still questionable as to what information should be released.
  3. Airport staff has a challenge to inform the Supervisor and advise when an incident happens without including items that are not to be fact but reported as so.

- Mike Bruno asked to have the AAC more involved in this process. This item will be added to the next agenda.

Tom Weber stated that the Supervisors would like to be notified prior to hearing about incidents when they get a call from the media.

Keith Freitas reported the Supervisors need to be given enough facts so that they are aware of what is happening but there is also a challenge to get the information out during the middle of an incident.

**b. What is happening at Buchanan Field & Byron Airports/Other Airports**

None

**c. Update from Airport Business Association**

Mike Bruno reported that business is holding steady but there seems to be a small uptick in business.

Russ Roe questioned what was happening with APEX. Mike Bruno responded that the bank has the Apex facility up for sale. They are actively pursuing tenants and have cleaned out items that were left behind by the previous owner. The offices are being cleaned up with some remodel work being completed.

Keith Freitas reported that ownership was transferred to the bank and they assigned it to another entity. The Airport is getting rent payments from that new entity.

**d. AAC Announcements**

None

**e. Airport Staff Announcements**

None

**FUTURE AGENDA ITEMS**

- AAC appointments
- Process for Emergency/Accident Notification

Next meeting scheduled for Thursday, November 8 at 10:00 am at Buchanan Field.

**ADJOURNMENT:** The meeting was adjourned by the Chair at 12:00 pm.

# Noise Abatement Statistics

## October 2012

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2012	2012	2011	2012	2011	
<b>TOTAL NUMBER OF COMPLAINTS</b>	4	4	9	42	65	-35%
<b>LOCATION OF COMPLAINTS</b>						
Concord	3	3	0	11	18	-39%
Pleasant Hill	1	1	3	10	14	-29%
Pacheco	0	0	0	2	11	-82%
Martinez	0	0	1	5	9	-44%
Byron	0	0	0	2	0	200%
Other	0	0	5	12	12	0%
Subtotal	4	4	9	42	64	-34%
Special Events	0	0	0	0	1	0%
<b>Total Number of Complaints</b>	4	4	9	42	65	-35%
<b>COMPLAINTS ASSOCIATED WITH</b>						
Buchanan Field Airport		2	7	20	49	
Byron Airport		0	0	2	1	
Law Enforcement/Lifeguard Lights		0	0	6	2	
Non-associated		2	2	14	13	
<b>TIME OF INCIDENT</b>						
Day (0700 - 1700)		2	8	18	48	
Evening (1700 - 2200)		0	0	14	11	
Night (2200 - 0700)		2	1	8	4	
All Times		0	0	2	2	
<b>TYPE OF COMPLAINT</b>						
Noise		3	2	10	19	
Low Flying		0	2	8	16	
Noise and Low Flying		1	4	11	21	
Too Many Aircraft		0	1	2	3	
Other		0	0	12	6	
<b>TYPE OF AIRCRAFT</b>						
Jet		0	0	5	8	
Propeller		1	4	16	32	
Helicopter		3	1	17	17	
All Types		0	3	2	7	
Unknown		0	1	2	1	
	0	0	0	0	0	
	0	0	0	0	0	
<b>TOTAL AIRCRAFT OPERATIONS</b>		6,872	6,917	66,570	68,102	-2%
<b>COMPLAINTS PER 11,000 OPERATIONS</b>		6	14	8	10	-27%
<b>COMPLAINTS PER 11,000 OPERATIONS - BUCHANAN ONLY</b>		3	11	4	8	-54%

Feb - 2 complaints from UH-1 helicopter  
 4 complaints from police action  
 March - 3 complaints from Gulfstream 3  
 Apr - 3 from aerobatic aircraft  
 2 from Bell UH-1 Helicopter  
 June - 1 PG&E helicopter  
 Sept.- 1 from Bell UH1 & 2 other Helicopter  
 Oct - 1 Coast Guard Helicopter

# Contra Costa County Airports Monthly Operations Report

October 2012

	October 2012	October 2011	YTD 2012	YTD 2011	% CHANGE 2011/2011
<b>AIRCRAFT OPERATIONS</b>					
Total Operations	6,872	6,917	66,570	68,102	-2%
Local Operations	3,485	3,276	28,705	32,785	-12%
Itinerant Operations	2,603	3,641	30,659	35,317	-13%
Total Instrument Ops	556	615	5,989	6,270	-4%
Actual Instrument Ops*		2	0	171	-
<b>FUEL FLOWAGE</b>					
100 Octane	18,305	24,153	209,963	213,616	-2%
Jet Fuel	40,624	48,597	467,322	502,166	-7%
Total	58,929	72,750	677,285	715,782	-5%
<b>BYRON INFORMATION</b>					
Byron Fuel	3,086	3,335	36,093	36,126	0%
<b>SKYDIVERS</b>					
Number of Flights	112	197	1,470	1,210	21%
Experienced Jumps	919	2,067	13,679	11,361	20%
First Time Jumps	177	275	2,178	2,176	0%
Student Jumps	29	52	326	237	38%

\*FAA NO LONGER REQUIRED TO RECORD THIS INFORMATION PER FAA GUIDELINES  
AS OF DECEMBER 2011

# Noise Abatement Statistics

## November 2012

	# Of Callers		Complaints		YTD	YTD	% CHANGE
	2012	2012	2011	2012	2011		
<b>TOTAL NUMBER OF COMPLAINTS</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>42</b>	<b>72</b>	<b>-42%</b>	
<b>LOCATION OF COMPLAINTS</b>							
Concord	0	0	1	11	19	-42%	
Pleasant Hill	0	0	3	10	17	-41%	
Pacheco	0	0	3	2	14	-86%	
Martinez	0	0	0	5	9	-44%	
Byron	0	0	0	2	0	200%	
Other	0	0	0	12	12	0%	
Subtotal	0	0	7	42	71	-41%	
Special Events	0	0	0	0	1	0%	
<b>Total Number of Complaints</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>42</b>	<b>72</b>	<b>-42%</b>	
<b>COMPLAINTS ASSOCIATED WITH</b>							
Buchanan Field Airport		0	4	20	53		
Byron Airport		0	0	2	1		
Law Enforcement/Lifeguard Lights		0	3	6	5		
Non-associated		0	0	14	13		
<b>TIME OF INCIDENT</b>							
Day (0700 - 1700)		0	3	18	51		
Evening (1700 - 2200)		0	2	14	13		
Night (2200 - 0700)		0	2	8	6		
All Times		0	0	2	2		
<b>TYPE OF COMPLAINT</b>							
Noise		0	3	10	22		
Low Flying		0	1	8	17		
Noise and Low Flying		0	1	11	22		
Too Many Aircraft		0	1	2	4		
Other		0	1	12	7		
<b>TYPE OF AIRCRAFT</b>							
Jet		0	1	5	9		
Propeller		0	3	16	35		
Helicopter		0	3	17	20		
All Types		0	0	2	7		
Unknown		0	0	2	1		
	0	0	0	0	0		
	0	0	0	0	0		
<b>TOTAL AIRCRAFT OPERATIONS</b>		<b>6,100</b>	<b>4,883</b>	<b>72,670</b>	<b>72,985</b>	<b>0%</b>	
<b>COMPLAINTS PER 11,000 OPERATIONS</b>		<b>0</b>	<b>16</b>	<b>7</b>	<b>11</b>	<b>-35%</b>	
<b>COMPLAINTS PER 11,000 OPERATIONS - BUCHANAN ONLY</b>		<b>0</b>	<b>9</b>	<b>3</b>	<b>8</b>	<b>-58%</b>	

Feb - 2 complaints from UH-1 helicopter

4 complaints from police action

March - 3 complaints from Gulfstream 3

Apr - 3 from aerobatic aircraft

2 from Bell UH-1 Helicopter

June - 1 PG&E helicopter

Sept.- 1 from Bell UH1 and 2 from other helicopters

# Contra Costa County Airports Monthly Operations Report

**November 2012**

	November 2012	November 2011	YTD 2012	YTD 2011	% CHANGE 2011/2011
<b>AIRCRAFT OPERATIONS</b>					
Total Operations	6,100	4,883	72,670	72,985	0%
Local Operations	3,181	2,202	31,886	34,987	-9%
Itinerant Operations	2,218	2,681	32,877	37,998	-13%
Total Instrument Ops	522	655	6,511	6,925	-6%
Actual Instrument Ops*	0	60	0	231	-
<b>FUEL FLOWAGE</b>					
100 Octane	15,179	17,250	225,142	230,866	-2%
Jet Fuel	44,989	51,041	512,311	553,207	-7%
Total	60,168	68,291	737,453	784,073	-6%
<b>BYRON INFORMATION</b>					
Byron Fuel	2,377	1,956	38,470	38,082	1%
<b>SKYDIVERS</b>					
Number of Flights	105	78	1,575	1,288	22%
Experienced Jumps	1,035	772	14,714	12,133	21%
First Time Jumps	121	110	2,299	2,286	1%
Student Jumps	23	11	349	248	41%

**\*FAA NO LONGER REQUIRED TO RECORD THIS INFORMATION PER FAA GUIDELINES  
AS OF DECEMBER 2011**

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

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

- November 13, 2012      *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-moth hangar rental agreement with Hank Smedley for a shade hangar at Buchanan Field Airport, effective November 1, 2012, in the monthly amount of \$172.41.*
- December 4, 2012      *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a Consulting Services Agreement with Mead and Hunt, Inc. to perform the design engineering for the Byron Airport utility and infrastructure analysis and APPROVE and AUTHORIZE the Director of Airports, or designee, to use a portion of the Mariposa Energy Project Community Benefit Fund for the utility and infrastructure analysis of the Byron Airport.*
- December 4, 2012      *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute on behalf of the County a Consent to Assignment of Lease between the County and the current tenant, Concord Jet Service, Inc., and the new tenant, Hofmann Holdings, LP.*
- December 4, 2012      *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute, on behalf of the County, a lease amendment modifying the lease between the County, as Lessor, and Valley Relocation & Storage of Northern California, as Tenant, that relates to the lease of approximately 1.95 acres located at 5400 Marsh Drive.*
- December 11, 2012      *APPROVE and AUTHORIZE the Director of Airports, or designee, to use a portion of the Mariposa Energy Project Community Benefit Fund for a General Plan Amendment study and associated environmental review for the Byron Airport.*
- December 11, 2012      *RECEIVE 2012 Annual Report submitted by the Aviation Advisory Committee*
- December 11, 2012      *AUTHORIZE the Department of Conservation and Development to initiate a General Plan Amendment study, and undertake necessary environmental review, for consideration of changes or updates to General Plan policies for the Byron Airport to provide consistency and allow for the range of contemplated land uses identified in the 2005 Byron Airport Master Plan; and ACKNOWLEDGE the granting authorization for this request does not imply any support for the application to amend the General Plan, but only that this matter is appropriate for study.*



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports  
Date: November 13, 2012

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 Hank Smedley for a shade hangar at Buchanan Field Airport effective November 1, 2012, in the monthly amount of \$172.41, Pacheco area.

**FISCAL IMPACT:**

The Airport Enterprise Fund will realize \$2,068.92 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 at Buchanan Field Airport. Buchanan Airport Hangar Company was responsible for the maintenance and property management of the property during that 30-year period.

On September 1, 2000, the County obtained ownership of the aircraft hangars and shelters, pursuant to the terms of the above lease.

On February 13, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Lease Agreement for use with the larger East

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: 11/13/2012  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYES 5 NOES \_\_\_\_\_

ABSENT \_\_\_\_\_ ABSTAIN \_\_\_\_\_

RECUSE \_\_\_\_\_

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: November 13, 2012

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

Contact: Beth Lee (925) 646-5722

By: Stacey M. Boyd, Deputy

cc:

BACKGROUND: (CONT'D)

Ramp Hangars.

On February 3, 2008, Contra Costa County Board of Supervisors approved the amended T-Hangar Lease Agreement which removed the Aircraft Physical Damage Insurance requirement. The new amended T-hangar Lease Agreement will be used to enter into this aircraft rental agreement.

CONSEQUENCE OF NEGATIVE ACTION:

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

CHILDREN'S IMPACT STATEMENT:

Not Applicable



To: Board of Supervisors  
From: Keith Freitas, Airports  
Date: December 4, 2012

Contra  
Costa  
County

Subject: Authorization to execute a Consulting Services Agreement with Mead and Hunt, Inc. for an Utility and Infrastructure Analysis;  
Byron Airport

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a Consulting Services Agreement with Mead and Hunt, Inc. to perform the design engineering for the Byron Airport utility and infrastructure analysis, Byron Area.

APPROVE and AUTHORIZE the Director of Airports, or designee, to use a portion of the Mariposa Energy Project Community Benefits Fund for the Utility and Infrastructure Analysis of the Byron Airport.

**FISCAL IMPACT:**

The total contract cost for the Runway Design Engineering and Lighting and Signage Improvement project is \$99,000; of which 90% (or \$89,100) will be funded through a Federal Aviation Administration (FAA) grant. A grant request has been submitted to Caltrans to cover approximately 2.25% (or \$2,228) of the project cost. The Mariposa Energy Community Benefit Fund will provide the remaining Project funds (from \$7,672, or 8%, to \$9,900, or 10%, depending on Caltrans grant). The Mariposa Energy Project Community Benefits Fund was established to enhance and support the Byron Airport with emphasis on leveraging federal and state grant funding.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: 12/04/2012  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYES 5 NOES \_\_\_\_\_

ABSENT \_\_\_\_\_ ABSTAIN \_\_\_\_\_

RECUSE \_\_\_\_\_

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: December 4, 2012

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

Contact: Beth Lee, (925) 646-5722

By: Stacey M. Boyd, Deputy

cc:

BACKGROUND:

In 2012 Contra Costa County (County) issued a Request for a Technical Proposal for the Byron Airport Utility and Infrastructure Analysis Project (Project). The County interviewed and ranked the consultants that responded to the Request for Technical Proposal.

The Project generally consists of evaluating the remaining capacity of existing utilities to support added development; identifying and analyzing necessary infrastructure improvements that will be needed for development; and to prepare cost estimates and an implementation plan to upgrade the systems mentioned for full build out of the Byron Airport Master Plan.

Due to the project cost (\$99,000) and an award of a FAA grant for the design engineering work, County staff sent a project specific technical services solicitation to the top three ranked CSA consultants in order to determine the most qualified firm to perform this work. Public Works and Airports Division staff reviewed the three received proposals and determined unanimously that Mead and Hunt was the preferred consultant for this work.

The Airports Division is now requesting to execute a one year contract (September 18, 2012 through September 17, 2013) with Mead and Hunt to perform the design engineering and analysis for the Project. The total project cost is \$99,000 which will be primarily funded by an FAA grant. A grant was submitted to Caltrans for a portion of the local match and the Mariposa Energy Project Community Benefits Fund (Mariposa Community Benefit Fund) will provide the remaining Project funds. The Mariposa Community Benefit Fund was established to enhance and support the Byron Airport with emphasis on leveraging federal and state grant funding.

Airports staff reviewed the proposed use of the Mariposa Community Benefit Fund for the Byron Airport with the Airport Committee, Aviation Advisory Committee, East County cities and community groups, and a pilots association. All comments provided on this matter were in support of using a portion of the Mariposa Community Benefit Fund for the Byron Airport Utility and Infrastructure Analysis Project.

CONSEQUENCE OF NEGATIVE ACTION:

If the Airports Division is unable to execute a contract with Mead and Hunt the capacity of and long-term improvement approach for the utility and infrastructure systems will be unknown which may impact the build out capacity as envisioned in the Byron Airport Master Plan.

CHILDREN'S IMPACT STATEMENT:

Not Applicable



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports  
Date: December 4, 2012

Subject: Approval of Consent to Assignment of Lease between C.C.County & Concord Jet Service, Inc. & Hofmann Holdings, LP for property at 500 Sally Ride Drive

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or his designee, to execute on behalf of the County a Consent to Assignment of Lease between the County and the current tenant, Concord Jet Service, Inc. and the new tenant, Hofmann Holdings, LP.

**FISCAL IMPACT:**

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

**BACKGROUND:**

Under a ground lease dated May 25, 1982, the County leased the subject property for the purpose of providing a Fixed Base Operation at Buchanan Field Airport. This lease was assigned to different parties over the years; and, on August 17, 1999, it was assigned to Concord Jet Services, Inc.

Concord Jet Services, Inc. desires to assign all of its interest in the lease to Hofmann Holdings, LP. An assignment of the lease requires the prior written consent of the County. This action authorizes consent to the assignment. This action does not amend or alter the terms of the existing lease.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: 12/04/2012  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYES 5 NOES \_\_\_\_\_

ABSENT \_\_\_\_\_ ABSTAIN \_\_\_\_\_

RECUSE \_\_\_\_\_

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: December 4, 2012

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

Contact: Beth Lee, (925) 646-5722

By: Stacey M. Boyd, Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The County will not consent to the assignment of the lease and Concord Jet Services, Inc. will not be able to assign its interest in the lease.

CHILDREN'S IMPACT STATEMENT:

Not Applicable



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports  
Date: December 4, 2012

Subject: Approve and Authorize First Amendment to Lease for Valley Relocation & Storage of Northern California, Buchanan Field Airport

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute, on behalf of the County, a lease amendment modifying the lease between the County, as Lessor, and Valley Relocation & Storage of Northern California, as Tenant, that relates to the lease of approximately 1.95 acres located at 5400 Marsh Drive.

**FISCAL IMPACT:**

There is no impact on the County General Fund. If amended, the lease will permit the Airport Enterprise Fund to continue to receive ground rent. In addition, the General Fund will continue to receive property, sales and possessory interest tax revenue from the lease.

**BACKGROUND:**

On January 19, 2010, the Board authorized the County to enter into a Lease with Valley Relocation & Storage of Northern California (Valley Relocation) for the purpose of a parking and dispatching moving vans. The lease had a three (3) year initial term and three (3) five-year extension periods.

This lease amendment will permit five (5) additional five-year extension periods which the County may deny in its sole discretion, modify the rent, require that Valley Relocation

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: 12/04/2012  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYES 5 NOES \_\_\_\_\_  
ABSENT \_\_\_\_\_ ABSTAIN \_\_\_\_\_  
RECUSE \_\_\_\_\_

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: December 4, 2012

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

Contact: Beth Lee, (925) 646-5722

By: Stacey M. Boyd, Deputy

cc:

BACKGROUND: (CONT'D)

pay all registration fees associated with the modular buildings, and require that Valley Relocation enter into a license agreement with the County if signage on the premises is used to generate income.

The lease amendment will provide an opportunity for a local business to prosper and grow in Contra Costa County. This use is consistent with the policies identified within the Buchanan Field Airport Master Plan. Further, the Lease will provide rental and sales tax revenue to the Airport Enterprise Fund and County General Fund.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not execute the lease amendment and the County General Fund and the Airport Enterprise Fund will not realize additional revenues from the extension periods or generated by signage on the premises.

CHILDREN'S IMPACT STATEMENT:

Not Applicable



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports  
Date: December 11, 2012

Subject: Authorization to Use a Portion of the Mariposa Energy Project Community Benefits Fund for a General Plan Amendment Study for the Byron Airport

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or designee, to use a portion of the Mariposa Energy Project Community Benefits Fund for a General Plan Amendment study and associated environmental review for the Byron Airport.

**FISCAL IMPACT:**

The total cost for the Byron Airport General Plan Amendment process is expected to range from \$90,000 to \$250,000. This project is not eligible for FAA funding and the Mariposa Energy Project Community Benefits Fund will provide Project funds. The Mariposa Community Benefit Fund was established to enhance and support the Byron Airport

**BACKGROUND:**

The Byron Airport (Airport) Master Plan, approved in 2005, identified a diversity of aviation and aviation-related land uses for the long term build-out of the Airport. To fully implement the Airport Master Plan, it is necessary to undertake a General Plan Amendment (GPA) process to provide consistency with and allow for the range of contemplated land uses. The GPA will require an environmental analysis of the proposed changes before the amendment can be considered for approval.

This process will be initiated and performed by the Department of Conservation and Development

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: 12/11/2012  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYES 5 NOES \_\_\_\_\_  
ABSENT \_\_\_\_\_ ABSTAIN \_\_\_\_\_  
RECUSE \_\_\_\_\_

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: December 11, 2012

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

Contact: Beth Lee, (925) 646-5722

By: Stacey M. Boyd, Deputy

cc:

BACKGROUND: (CONT'D)

working in collaboration with the Airports. The GPA and environmental processes could take up to twenty-four (24) months to complete, depending on findings during the environmental review component. The projected project cost range of \$90,000 to \$250,000 is contingent on the elements identified during the environmental review. The cost estimate identified is a range and does not include updating the Byron Chapter of the Airport Land Use Compatibility Plan, which may be required to be consistent with the GPA. Any request for additional funding through Mariposa Energy Project Community Benefit Fund, to include additional work scope and budget related to an update of the Byron Chapter to the Airport Land Use Compatibility Plan, will be brought back to the Airport Committee and the Board of Supervisors for consideration at a later date.

While the GPA is necessary to provide land use consistency with the approved Airport Master Plan, the GPA and related environmental review processes are not eligible for Federal Aviation Administration (FAA) funding.

The Mariposa Energy Project Community Benefits Fund (Mariposa Community Benefit Fund) was established to enhance and support the Byron Airport. Airports staff reviewed the proposed use of the Mariposa Community Benefit Fund for the Byron Airport with the Airport Committee, Aviation Advisory Committee, East County cities and community groups, and a pilots association. All comments provided on this matter were in support of using a portion of the Mariposa Community Benefit Fund for the Byron Airport GPA.

The Airport Committee, at their September 24, 2012 meeting, directed Airports staff to schedule the use of the Mariposa Community Benefit Fund for the full Board's consideration.

CONSEQUENCE OF NEGATIVE ACTION:

If the Airports Division is unable to proceed with a GPA for the Byron Airport, the allowable land uses will remain inconsistent with the adopted Byron Airport Master Plan and contemplated development opportunities will not be realized.

CHILDREN'S IMPACT STATEMENT:

Not Applicable



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports  
Date: December 11, 2012

Subject: 2012 REPORT FROM BOARD ADVISORY  
BODY

**RECOMMENDATION(S):**

RECEIVE 2012 Annual Report submitted by the Aviation Advisory Committee.

**FISCAL IMPACT:**

None

**BACKGROUND:**

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

The attached report fulfills this requirement for the Aviation Advisory Committee.

**CONSEQUENCE OF NEGATIVE ACTION:**

None

**CHILDREN'S IMPACT STATEMENT:**

Not Applicable

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: 12/11/2012  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYES 5 NOES \_\_\_\_\_

ABSENT \_\_\_\_\_ ABSTAIN \_\_\_\_\_

RECUSE \_\_\_\_\_

Contact: Beth Lee, (925) 646-5722

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: December 11, 2012

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

By: June McHuen, Deputy

cc:



Contra  
Costa  
County

To: Board of Supervisors  
From: Catherine Kutsuris, Conservation & Development  
Date: December 11, 2012  
Subject: Authorization of General Plan Amendment Study for the Byron  
Airport

**RECOMMENDATION(S):**

1. AUTHORIZE the Department of Conservation and Development to initiate a General Plan Amendment study, and undertake necessary environmental review, for consideration of changes or updates to General Plan policies for the Byron Airport to provide consistency and allow for the range of contemplated land uses identified in the 2005 Byron Airport Master Plan.
2. ACKNOWLEDGE that granting authorization for this request does not imply any support for the application to amend the General Plan, but only that this matter is appropriate for study.

**FISCAL IMPACT:**

This County-initiated General Plan Amendment study process, including environmental review under the California Environmental Quality Act (CEQA), would be funded by the Mariposa Energy Project Community Benefit Fund.

**BACKGROUND:**

In keeping with Federal Aviation Administration (FAA) guidelines, the County has prepared a master plan to guide the long-term physical

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: 12/11/2012  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYES 5 NOES \_\_\_\_\_

ABSENT \_\_\_\_\_ ABSTAIN \_\_\_\_\_

RECUSE \_\_\_\_\_

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: December 11, 2012

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

Contact: Patrick Roche (925)  
674-7807

By: June McHuen, Deputy

cc:

## BACKGROUND: (CONTD)

development of the Byron Airport. An Airport Master Plan, which typically focuses on a twenty year planning horizon, identifies landside, access, circulation, and utilities/infrastructure improvements to enhance airport operations, and recommends appropriate land use “envelopes” for accommodating existing and future airport functions, including general aviation, airport support, and other aviation-related land uses.

The current Byron Airport Master Plan, which was last updated and approved in June 2005, identifies a diverse range of aviation and aviation-related land uses under a twenty year planning horizon for the Airport. The 2005 Airport Master Plan identified approximately 221 acres of undeveloped airport lands for both aviation and aviation-related uses. As shown in the attached figure from the 2005 Airport Master Plan (Figure 4-2, Recommended Development Plan), up to 96 acres of airport land area adjacent to, and west of the intersection of the airport’s two runways are reserved for aviation use to facilitate movement of ground vehicles and to satisfy runway approach and safety area requirements. Also shown on Figure 4-2 (2005 Airport Master Plan), approximately 125 acres of airport land area to the north and east of Runway 12-30 are reserved for long-term aviation-related development. The 2005 Airport Master Plan also suggested that if market conditions were warranted, some portions of the aviation-related area could be developed for airport-compatible commercial/industrial uses to enhance airport revenue and support East County economic development objectives.

The 2005 Airport Master Plan noted that a significant constraint on the airport’s future development is its limited utilities/infrastructure. The Byron Airport does not have water or sewer services, and electrical upgrades are needed to support future airport development. An infrastructure analysis for the Byron Airport is now in progress. It will address two key issues: 1) Existing Capacity: What is the current carrying capacity of the airport’s existing well water, septic, and electrical systems? How much of the 2005 Airport Master Plan can these existing systems accommodate?; and 2) Future Capacity: What is the cost to extend water, sanitary sewer, and upgrade electrical services to achieve the level of development contemplated under the 2005 Airport Master Plan? How can these systems improvements be implemented?

The purpose of the General Plan Amendment study is to consider changes or updates to General Plan policies related to the Byron Airport to support and provide consistency with the 2005 Byron Airport Master Plan and to allow for the range of contemplated aviation-related land uses identified in the 2005 Byron Airport Master Plan. This would entail a comprehensive review of General Plan policies related to Byron Airport under the Land Use, Conservation, and Transportation/Circulation elements. Besides bringing consistency between the General Plan and the Airport Master Plan, it is further recommended that the General Plan Amendment study also address three policy concerns related to future development at Byron Airport:

- 1. Urban Limit Line boundary around the Byron Airport** – Consideration of potential Urban Limit Line (ULL) boundary changes at the Byron Airport that would realign and reduce the boundary line to place approximately 800 acres of biologically sensitive areas of airport-owned land more appropriately on the outside of the ULL, rather than inside as presently shown on the voter-approved ULL map (see attached map for reference).
- 2. Utilities/Infrastructure and Growth Inducement** - Since the long-term development of the Byron Airport is so closely linked to the upgrade and extension of roads and water and sewer services, the General Plan Amendment study will need to consider how General Plan policy changes or updates to support the airport can avoid or minimize growth inducement impacts leading to the conversion of surrounding agricultural lands to urban uses.
- 3. TriLink (State Route 239)** – First identified in 1959, State Route 239 is a legislatively approved but unconstructed route in the California Highway Route System intended to provide a link between State Route 4 in Brentwood and Interstate 205 west of Tracy in San Joaquin County. The Byron Airport is within the general bounds of the State Route 239 corridor. A multi-county study effort under the name TriLink, which is now in progress, is exploring mode and alignment options in the State Route 239 corridor. This study effort includes an evaluation of a connector to the Byron Airport. To the extent feasible, the Byron Airport General Plan Amendment study should consider the analysis and recommendations emerging from the TriLink study related

to airport access and future development.

Given the depth of potential General Plan policy changes under consideration, and that prior environmental review for the Byron Airport Master Plan dates back seven years and was limited in scope, a Program-Level Environmental Impact Report may be necessary to satisfy current CEQA requirements for this General Plan Amendment study. This County-initiated General Plan Amendment study, including CEQA environmental review, would be funded through the Mariposa Energy Project Community Benefits Fund.

CONSEQUENCE OF NEGATIVE ACTION:

If the General Plan Amendment study is not authorized and funded, General Plan policy changes necessary to support and provide consistency with the long-range development at the Byron Airport, as envisioned in the 2005 Byron Airport Master Plan, would not be acted upon and this may inhibit the airport's future development. Funding through the Mariposa Energy Project Community Benefits Fund provides a unique opportunity for the County to initiate a General Plan Amendment study for the Byron Airport without impacting the General Fund.

CHILDREN'S IMPACT STATEMENT:

Not applicable.



Proposed CoCo San Sustainable Farm

Aerial Photo: Bing Maps, 2012

**Contra Costa County Aviation Advisory Committee**  
**2012 Annual Report to Board of Supervisors**

**Advisory Board Meeting Time/Location:** 10:00 AM on the 2<sup>nd</sup> Thursday of every month at either Buchanan Field or Byron Airport.

**Advisory Body Chair:** Mike Bruno

**Airport Staff:** Keith Freitas/Beth Lee

**Activities**

- Monthly review of noise statistics, operations report and airport development projects.
- Discussions of airport projects to disseminate information and solicit input from members and public.
- Discussions of issues facing the airports and airport community.
- Input to the Airport Director, Airport Committee and Board of Supervisors on issues affecting the County's airports and surrounding communities.
- Participation in a number of community outreach efforts such as the Community-Buchanan Field Partnership Program.
- Quarterly review of the airports YTD and EOY forecast financial reports.
- Annual review of input on the Part 150 Noise Mitigation recommendations.

**Accomplishments**

- Met and reviewed with City of Concord with satisfactory agreement, the appropriate zoning of airport land in their Development Revision to the City Of Concord's General Plan.
- Reviewed amended changes and recommended adoption by Airport Committee of the new Minimum Standards, Development Facility Use & Lease Policies document.
- Reviewed, discussed and recommended approval to the Airport Committee of Airport Staffs suggested uses of Mariposa Community Benefit Fund for Byron Airport.
- Met and Reviewed Patriots Jet Team/Jet Hanger from Byron Airport and discussed their future development plans being forwarded to ALUC.
- Elected New Committee Officers: Michael Bruno – Chair, Tom Weber – Vice Chair and Dave Pfeiffer – Secretary.
- Reviewed and discussed with Staff Buchanan Field Security project and Access Card Issuance.
- Reviewed with Staff Buchanan Field Runway 01L/19R Overlay and Reconstruction project.
- Reviewed and discussed with Staff the Whispertrack Website proposal with recommendation not to pursue as financially unviable.
- Through Tenant Recognition Program recognized:  
Buchanan Field – Experimental Aircraft Association's Young Eagle Program  
Byron Airport – Bay Area Skydiving

### **Attendance/Representation**

- AAC is composed of members representing each of the supervisorial districts, the cities of Concord and Pleasant Hill, Diablo Valley Community College, the Airport Business Association and 2 at-large positions for a total of 11. All positions are filled.
- 2 new members were appointed in 2012 due to term expirations:  
District III: Ronald Reagan  
At-Large I: Ed Young
- Quorums are achieved at all meetings with good participation from members.
- The AAC is a diverse group of aviation professionals, retired executives, consultants and educators. There is a balanced mix of pilots and non-pilots.
- Several committee members are also involved in other county and city advisory bodies, committees and commissions.

### **Training/Certification**

- Committee members have attended county level training for advisory committee members.
- New members have been advised to participate in computer based and county training when it is held next.

### **Proposed Objectives for 2013**

- Continue to review opportunity for establishing Foreign Trade Zone at Byron Airport.
- Continue to review Part 139 Certification requirements along with associated expenses and make recommendations.
- Continue to work with City of Concord and ALUC regarding zoning changes that would affect Buchanan Field.
- Monitor Naval Weapons Station development plans and potential aviation impacts.
- Continue to review security plans at both airports.
- Continue to pursue improvements to the public observation area at Buchanan Field.
- Continue to pursue community outreach efforts at both airports.
- Continue reviews of airport financials.
- Continue regular discussions with Airport Staff on airport development, projects and issues to disseminate information and offer recommendations and comment.
- Continue to be an open front door to the public on airport matters.

**Enterprise Fund General Ledger Detail  
Fiscal Year 2012-13**

	2011-12 Actual	2012-13 Budget	2012-13 Actual To Date	YTD @ 25%
<b>Enterprise Fund O &amp; M Budget</b>				
Buchanan O & M Revenues	\$3,368,006.46	\$3,339,931.00	\$1,076,635.91	32.24%
Byron O & M Revenues	\$448,789.23	\$522,071.00	\$108,169.10	20.72%
<b>Total O &amp; M Revenues Enterprise Fund</b>	<b>\$3,816,795.69</b>	<b>\$3,862,002.00</b>	<b>\$1,184,805.01</b>	<b>30.68%</b>
Buchanan O & M Expenditures	\$2,464,303.30	\$2,892,822.00	\$640,637.64	22.15%
Buchanan Capital Expenses (Non AIP)	\$0.00	\$180,000.00	\$24,967.95	
Byron O & M Expenditures	\$792,093.58	\$708,438.00	\$179,074.08	25.28%
Byron Capital Expenses (Non AIP)	\$25,271.82	\$0.00	\$0.00	
<b>Total O &amp; M Expenditures Enterprise Fund</b>	<b>\$3,281,668.70</b>	<b>\$3,781,260.00</b>	<b>\$844,679.67</b>	<b>22.34%</b>
Reserve Fund - Current Balance:	\$136,000.00			
Mariposa Fund:	\$800,000.00			

**Contra Costa County Airports  
Debt Payment Schedule  
11/1/08**

Pmt. #	Fiscal Year	Date	Airport	Principal	Interest	Total Pmt
1	08-09	5/1/09	Buchanan		\$10,096.54	
<b>1</b>	08-09	<b>5/1/09</b>	<b>Byron</b>		<b>\$8,600.76</b>	<b>\$18,697.30</b>
2	09-10	11/1/09	Buchanan		\$10,096.54	
<b>2</b>	09-10	<b>11/1/09</b>	<b>Byron</b>		<b>\$8,600.76</b>	<b>\$18,697.30</b>
3	09-10	5/1/10	Buchanan	\$10,800.00	\$10,096.54	
<b>3</b>	09-10	<b>5/1/10</b>	<b>Byron</b>	<b>\$9,200.00</b>	<b>\$8,600.76</b>	<b>\$38,697.30</b>
4	10-11	11/1/10	Buchanan	\$47,923.69	\$9,805.48	
<b>4</b>	10-11	<b>11/1/10</b>	<b>Byron</b>	<b>\$40,823.88</b>	<b>\$8,352.82</b>	<b>\$106,905.87</b>
5	10-11	5/1/11	Buchanan	\$49,215.23	\$8,513.94	
<b>5</b>	10-11	<b>5/1/11</b>	<b>Byron</b>	<b>\$41,924.09</b>	<b>\$7,252.62</b>	<b>\$106,905.88</b>
6	11-12	11/1/11	Buchanan	\$50,541.58	\$7,187.59	
<b>6</b>	11-12	<b>11/1/11</b>	<b>Byron</b>	<b>\$43,053.94</b>	<b>\$6,122.76</b>	<b>\$106,905.87</b>
7	11-12	5/1/12	Buchanan	\$51,903.68	\$5,825.49	
<b>7</b>	11-12	<b>5/1/12</b>	<b>Byron</b>	<b>\$44,214.24</b>	<b>\$4,962.46</b>	<b>\$106,905.87</b>
8	12-13	11/1/12	Buchanan	\$53,302.48	\$4,426.69	
<b>8</b>	12-13	<b>11/1/12</b>	<b>Byron</b>	<b>\$45,405.82</b>	<b>\$3,770.88</b>	<b>\$106,905.87</b>
9	12-13	5/1/13	Buchanan	\$54,738.98	\$2,990.19	
<b>9</b>	12-13	<b>5/1/13</b>	<b>Byron</b>	<b>\$46,629.51</b>	<b>\$2,547.20</b>	<b>\$106,905.88</b>
10	13-14	11/1/13	Buchanan	\$56,214.20	\$1,514.97	
<b>10</b>	13-14	<b>11/1/13</b>	<b>Byron</b>	<b>\$47,886.17</b>	<b>\$1,290.53</b>	<b>\$106,905.87</b>

**Buchanan (org 4841): 54%**  
**Byron (org 4861): 46%**

Aviation Advisory Committee

ATTENDANCE ROSTER FOR 2013

AAC Members	Representing	Contact Information	Jan 10	Feb 14	Mar 14	Apr 11	May 09	Jun 13	Jul 11	Aug 08	Sep 12	Oct 10	Nov 14	Dec 12	Total # Abs
Rudi Raab	District 1														
Mike Bruno	Airports Bus. Assoc.														
Rich Spatz	Member at Large														
Ronald Reagan	District 3														
Derek Mims	City of Pleasant Hill														
David Pfeiffer	District 5														
Keith McMahon	City of Concord														
Russell Roe	District 2														
Ed Young	Member at Large														
Tom Weber	District 4														

Was There a Quorum? Y or N															
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A = Absent  
X = Present



PLANNED  
BLUMENAN

## Contra Costa County Airport Land Use Commission (ALUC)

2012 DEC -7 P 3:19

Regular Meeting

When: Wednesday, December 12, 2012 - 7:30 P.M.

Where: Department of Conservation and Development  
30 Muir Road, Martinez, CA 94553

### AGENDA

1. Call to Order
2. Public Comment - Provides an opportunity for any member of the public to speak on any item under the purview of the ALUC that is **not** on the agenda.

#### Continued Public Hearing

3. Public Hearing, Action and Decision Item:

To determine consistency with the Airport Land Use Compatibility Plan with the following project:

Randy Howell (Applicant) Contra Costa County (Owner) County File LP12-2025: The applicant requests approval of a land use permit and development plan to establish the Patriots Jet Team Foundation learning center on 5.89 acres on the Byron Airport. This will include three aircraft hangars (one 35,300 square foot hangar exists) with a maximum number of people not to exceed 600 at any given time and is open seven days a week. The learning center will include 1) up to 15 flight simulators; 2) numerous display aircraft; 3) non-working jet engines; 4) aircraft restoration workshop; 5) radio controlled aircraft; 6) Patriots Aerospace Academy Innovation Center and workshop; and 7) Patriot Space Center, including a rocket club.

It is anticipated that the second and third hangars will be constructed concurrently with the establishment of 6 and 7 above. The subject site is located at the end of Osprey Court at the Byron airport. (Zoning District: Planned Unit, P-1) (General Plan Designation: Public/Semi Public, PS) (Assessor Parcel Number: 001-011-037) Staff Report

4. Upcoming Projects: The Seaplane Pilots Association and the Aircraft Owners and Pilots Association are submitting to the California Department of Water Resources a proposal for seaplane operations on the Clifton Court Forebay.