Contra Costa County
Aviation Advisory Committee
Meeting Agenda
Director of Airports Office
Thursday, March 8, 2012, 12:00 p.m.

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 (December 8, 2011)
5. Consider Consent Items
   b. Receive Relevant Board Actions
   c. Development Project Matrix (Revised February 2012)
6. Presentations/Special Reports
7. Discussion/Action Items
   a. Items Pulled from Consent
   b. Tenant Issues
   c. Buchanan Field Security Project Update and Access Card Issuance
      1. Access Control Card Holders
   d. Buchanan Field Airport Runway 01L/19R Overlay and Reconstruction Project (construction June 2012)
   e. Airport Draft Minimum Standards Document Summary of Changes
   f. Airport Fiscal Year 2011 – 2012 50% Budget Update
   g. Requests for Rent Reduction/CPI Waiver
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. City of Concord Zoning Update
   e. AAC Announcements
   f. Airport Staff Announcements
9. Future Agenda Items
10. Adjourn

Next AAC Meeting: April 12, 2012 at 12:00 p.m.
Next Airport Committee Meeting (Tentative): March 26, 2012 at 12:30 a.m.
CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
February 9, 2012

MEETING CALLED: The meeting was called to order by Chair Tom Weber at 12:00 p.m. at the Director of Airport’s Office.

PRESENT: Mike Bruno, CCC Airports Business Association
David Dolter, At Large 1
Geoffrey Logan, Vice Chairperson, District III
Keith McMahon, City of Concord
Derek Mims, City of Pleasant Hill
David Pfeiffer, District V
Rich Spatz, Secretary, At Large 2
Russell Roe, District II
Tom Weber, Chair, District IV

ABSENT: Janet Kaiser, Diablo Valley College
Rudi Raab, District I

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

OPENING COMMENTS
BY CHAIR: Tom Weber recognized David Dolter for his many years of service on the Aviation Advisory Committee (AAC).

PUBLIC COMMENT PERIOD: It was asked that the meeting be closed in honor of Donald Coyle (KC’s dad) who was a long-time aviation enthusiast and Buchanan Field user/tenant.

APPROVAL OF MINUTES: Moved by Dave Dolter; seconded by Derek Mims. Geoff Logan Abstained. Approved unanimously.
APPROVAL OF
CONSENT ITEMS: Moved by Dave Dolter; seconded by Mike Bruno. Approved unanimously.

PRESENTATION/SPECIAL REPORTS:

a. None

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent
N/A

b. Tenant Issues
An update on tenants experiencing difficult times was given and Airport staff is continuing to work with those tenants to keep them current.

c. Buchanan Field Security Project Update and Access Card Issuance
- Getting close to completion; 1st walk thru on Friday, February 10.
- Once Airport staff has confirmed cards work with system, we will start noticing people in phases to come in and pick up their cards.
- Airport staff was able to add a wireless system.
- Russ Roe expressed concern over the card reader being too close to the gate; concern that someone could run into gate. Airport staff responded that the posts were installed to the design standards and did not know if they could be moved. The consultants will be asked about the distance to see if they have any concerns.
- Two gates on the west side for redundancy in case one stops operating; one will be locked open and only 1 gate will work at a time.
- Second gate was added to East Ramp as well.
- Harvard Holmes was concerned that the opening is wider and the car has to be far to the left to reach the reader (and it is too close to the gate); this leaves room for someone to go around and gain access with car there. Airport staff responded that with the proximity card you do not have to get as close to the reader.
- Russ Roe commented that a 20 foot gate size is average size and suggested the office phone number be posted nearby. These gates are only 16 feet wide.

d. Buchanan Field Airport Runway 01L/19R Overlay and Reconstruction Project
- It has been over 20 years since the runways were resurfaced.
- The project is due to start in June/July and will primarily affect corporate tenants; the entire project should take about 45 days.
- Cold and replace process of about the top 4 inches will be used and then the new 2 inch asphalt surface will be re-grooved.
- The primary runways (01L/19R and 14L/32R) will be closed for about 9 days when the work is performed in the intersection. Large aircraft will either need to remain at the Airport and not used or they will need to relocate for the 9 day period.
• The intent is to have Runway 32R lit at night during the construction period.
• Airport staff will be working with the contractor over the next few months to refine the timeline and will let tenants know in advance (at least 30 days prior).
• Project has to be done during summer months due to weather (dryness and temperature).
• Core sampling has already taken place and a resident engineer will be brought in to oversee the process for the County.
• The process for the pavement & asphalt is about 10 years old and more environmentally friendly, as such; the intersection will be done after other work has been performed so their learning curve will be in other less critical areas.
• The 9 day closure period will be confirmed with the contractor. The AAC questioned whether there could be a financial incentive to shorten the time frame at the intersection.
• Concern was expressed over relocating aircraft to other locations as the parties involved may prefer the location and stay there.
• The overlay will not increase the weight capacity for the runway; however, the grooving could improve runways for braking ability.
• The end of Runway 1L will not be closed for fuelers; the end concrete pads are not anticipated to be part of this project at this time.
• This item will remain on the agenda until the project is completed for additional comment/input opportunities.
• Since the project will be during the summer there will not be as many issues with IFR approaches due to weather. They will coordinate with Travis for the approach to minimize disruption of use.

**e. Airport Draft Minimum Standards Document summary of Changes**

• This item will remain on the agenda throughout the process.
• Comments were received from two (2) Buchanan Field tenants and one (1) Byron tenant.
• Changes were made to the draft Minimum Standards Document and were distributed to the members.

**UPDATES/ANNOUNCEMENTS**

**a. Airport Committee Update**

• Last meeting was held in December and its primary focus was the Airport budget.
• Considering scheduling meetings less frequently; either bi-monthly or quarterly.

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

• Veterans Event – last weekend in March. They have requested to use the transient ramp.
• Mustang Car Show Event - June

**c. Update from Airport Business Association**

Mike Bruno asked if ADG was building new hangars. Airport staff explained that their lease was amended and they are still trying to market the project.
d. **AAC Announcements**
   1. Airport Land Use Commission (ALUC)
      a. City of Concord came out to discuss reuse of the naval weapons station. The ALUC is concerned about noise impacts to that area when it develops.
      b. One member wanted to see if the Federal Aviation Administration (FAA) could pre-allow a development in that area to set Part 77 parameters.
      c. Tom Weber brought up the City of Concord's citywide development plan as it affects the airport property. Tom would like a representative from the City of Concord to come out to ALUC in advance of the Environmental Impact Report being released to discuss safety issues. He would also like them to come out to the AAC regarding the current designation, what they are proposing and what it means from both a safety and revenue perspective. Tom then asked Airport staff to invite the City of Concord out to one of the next AAC meetings.
      d. Concord did not ask for anything different with reuse plan; this is an amendment to get the plan into the City’s General Plan.
   2. March 1 terms expire for four (4) members.
      a. Ed Young's recommendation for the At-Large position will go to the Internal Operations Committee on Monday, February 13 for consideration and should go to the full Board of Supervisors at the last meeting in February.
   3. April is Officer Elections.
      a. All existing officers will be termed out.
      b. Members were encouraged to consider a position if they have not done so before.

e. **Airport Staff Announcements**
   1. Raj Singh is replacing Sue Hill
   2. Two new operations staff were hired: Zachary Stone & Ron Artale
   3. An aircraft was stolen from Buchanan Field Airport over the weekend.
      a. Not much information is currently available
      b. Relevant parties are doing an investigation
      c. Only one aircraft was stolen last year in the United States; usually only a few a year at most.
      d. Russ Roe was half owner of the aircraft; he would use a different lock in the future.
      e. Owners/pilots are responsible for securing their own aircraft.

**FUTURE AGENDA ITEMS**
- To be Determined

**ADJOURNMENT:** The meeting was adjourned by the Chair at 1:05 p.m.
MEETING CALLED: The meeting was called to order by Chair Tom Weber at 12:03 p.m. at the Director of Airport’s Office.

PRESENT: Mike Bruno, CCC Airports Business Association  
David Dolter, At Large 1  
Janet Kaiser, Diablo Valley College  
Keith McMahon, City of Concord  
Derek Mims, City of Pleasant Hill  
David Pfeiffer, District V  
Rich Spatz, Secretary, At Large 2  
Rudi Raab, District I  
Russell Roe, District II  
Tom Weber, Chair, District IV

ABSENT: Geoffrey Logan, Vice Chairperson, District III

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

OPENING COMMENTS BY CHAIR: None

PUBLIC COMMENT PERIOD: None

APPROVAL OF MINUTES: Moved by Derek Mims; seconded by Rich Spatz. Dave Dolter Abstained. Approved unanimously.

APPROVAL OF
CONSENT ITEMS: Moved by Dave Dolter; seconded by Mike Bruno. Approved unanimously.

PRESENTATION/SPECIAL REPORTS:

a. None

DISCUSSION/ACTION ITEMS:

a. **Items Pulled from Consent**
   N/A

b. **AAC At-Large Position Interview**
   Ed Young introduced himself as a longtime resident of Contra Costa County. He graduated in 1987 and a BA degree in History with a minor in Business Administration. He earned his pilot's license in 1973 and is familiar with the Byron Airport as he lives in Discovery Bay. He recently finished a term serving on the Grand Jury so he has some experience with the way the County is run. He has also reviewed the Aviation Advisory Committee (AAC) minutes for the past year to familiarize himself with Airport issues.

   AAC members were supportive of his desire to be a member of the committee. The AAC recommendation will be forwarded to the Internal Operations Committee and then to the full Board.

   **Mike Bruno made a motion to recommend Ed to the AAC At-Large position. Rich Spatz seconded. Approved unanimously.**

c. **Whispertrack**
   - Rudi Raab stated he looked at the Whispertrack website. He commented that it was expensive and had limited benefit to airports and pilots. A person could get as much information from a smart phone.
   - Mike Bruno stated that he had his Chief Pilot look over Whispertrack. Mike and his Chief Pilot agreed it brought no real benefit and there was no compelling reason to go to the website. A pilot is as likely to go to the Airport website.
   - Russ Roe make similar comments including information was already available in a better format.
   - David Pfieffer commented that Whispertrack needs the airports more than the airports need them and they should be offering their service for free to help them build their database.

d. **Buchanan Field Security Project Update and Access Card Issuance**
   Keith Freitas reported that the Airport is close to starting construction of security improvements.
   - Two tandem gates on the west ramp and two gates on the east ramp.
   - Currently working through paperwork for new access cards with tenants.
   - Thanks to Russ Roe for giving the Airport staff the idea of temporarily using old readers to minimize disruption.
• Apex graciously agreed to let west ramp tenants use their gates as access while west side work is going on.
• No major issues as yet only a few wrinkles:
  - Having someone in the military get card when in the area
  - Getting good master lists for larger leaseholds of who is considered tenant so we can distinguish from affiliate.

e. Runway Project Update
Keith Freitas reported Airport received $3.2 million grant from the Federal Aviation Administration (FAA) to reconstruct the main runway 1L/19R. Keith further stated:
• Contract has been issued but work will not start until weather clears – June/July 2012.
• Key issue will be about a nine (9) day closure of the main runways (01L/19R & 14L/32R) while the intersection area is improved.
• About 95% of Airport traffic will be able to operate during the work.
• The project will be broken up into a couple of smaller, discrete project phases to make it more efficient; phases will be more refined as the start date gets closer.
• Notice to proceed has not been issued yet; schedule will be set when we get to that stage.
• Cold and replace process will be used and is more environmentally friendly and will be used on a 75 foot span using the centerline as the midpoint. This worked at the Minden Airport. The entire runway will be grooved.
• A two (2) inch overlay will be put over the runway
• Some core sections show the overlay as thick as eight (8) inches

Mike Bruno was concerned it was only going to be nine (9) days of closures during the main work.

Russ Roe questioned whether there had been any consideration of putting any loop sensors in the runways for future technology. Keith Freitas responded this item had not been considered as of yet as there is not enough money at this point for any additions and the FAA standards have not been established for the technologies using ground loops on runways.

f. Airport Draft Minimum Standards Document
Keith Freitas reported that Airport staff has received six (6) comments from two individuals. The draft document is not anything new but is simply capturing what exists now.

Mike Bruno stated he had just started reviewing the document but had heard that the standards may be applied harsher to some than others. He suggested an appeals process be included. Beth Lee responded that there is an appeals process in the document and asked for public review to make sure it is accurately reflected.

Keith McMahon suggested having a separate meeting on this topic alone to keep from wedging into the broader AAC meeting.
Keith Freitas stated Airport staff is targeting the end of 2012 for full adoption through the Board of Supervisors.

Derek Mims stated most of the information was from other regulators.

Rudi Raab stated to keep informing the tenants about what is happening.

Mike Bruno will be convening the businesses to discuss.

Russ Roe suggested getting some Airport groups together to discuss.

g. Fiscal Year 2011/12 First Quarter Budget
Keith Freitas reported
- The 25% budget revenues are above and expenses below projections
- The reserve amount to be set aside from last year was increased
- At this point and time the budget is on target

Derek Mims questioned if the 2010/11 budget had been reconciled. Keith responded it had.

Tom Weber questioned whether some of the increases in revenue were due to timing issues. Keith responded that some items are paid early and others are billed in advance, so the increase could be caused by timing. However, the same is true for expenses as some items are paid in one lump sum and other over a period of time.

Airport staff will continue to look at changes throughout the year.

h. AAC Attendance
The AAC Attendance item was informational only as the AAC closes out the year. Tom Weber thanked everyone for all their efforts in making it to the meetings. A quorum was available for every meeting throughout the year.

UPDATES/ANNOUNCEMENTS

a. Airport Committee Update
Next meeting is scheduled for Monday, December 12, 2011.

b. What is happening at Buchanan Field & Byron Airports/Other Airports
- Goats R Us performed drainage ditch growth and thatch removal.
- Byron Jet Center is well under construction.
- Santa Skydive was successfully held on December 3

c. Update from Airport Business Association
Mike Bruno reported that the Center for Environmental Health (CEH) filed a lawsuit to stop the selling of leaded fuel. The FBO’s mentioned in the lawsuit formed a group and filed a suit stating that Avgas is made to Federal standards; if it were made to a different
standard they would be in violation of Federal law. CEH revised complaint as they did not care that the gas was being sold as long as the appropriate notifications were sent out. The FBO group lost at the Federal level and is now going to State trial. CEH has been prosecuting successfully on this issue with other large industries.

Mike Bruno stated that he has noticed an increase in business over the last few months and hopes it continues.

d. **AAC Announcements**
   - Tom Weber distributed a copy of the AAC annual report to its members. The report would be shared with the Airport Committee and is scheduled before the full Board of Supervisors on December 13, 2011.
   - Tom Weber then reported that Dave Dolter’s term ends the end of February and he would be leaving the AAC.

e. **Airport Staff Announcements**
   None

**FUTURE AGENDA ITEMS**
- To be Determined

**ADJOURNMENT:** The meeting was adjourned by the Chair at 1:10 p.m.
# Noise Abatement Statistics

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Jan - 2 complaints PG&E contactor Helicopter
Contra Costa County Airports
Monthly Operations Report

January 2012

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FUEL FLOWAGE

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BYRON INFORMATION

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</thead>
<tbody>
<tr>
<td>Byron Fuel</td>
<td>2,330</td>
<td>2,203</td>
<td>2,330</td>
<td>2,203</td>
<td>6%</td>
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SKYDIVERS

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<tr>
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<tbody>
<tr>
<td>Number of Flights</td>
<td>93</td>
<td>44</td>
<td>93</td>
<td>44</td>
<td>111%</td>
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<tr>
<td>Experienced Jumps</td>
<td>1,023</td>
<td>519</td>
<td>1,023</td>
<td>519</td>
<td>97%</td>
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<tr>
<td>First Time Jumps</td>
<td>85</td>
<td>81</td>
<td>85</td>
<td>81</td>
<td>5%</td>
</tr>
<tr>
<td>Student Jumps</td>
<td>16</td>
<td>11</td>
<td>16</td>
<td>11</td>
<td>45%</td>
</tr>
</tbody>
</table>

*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

The following certified Board Orders are attached:

February 14, 2012  APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement for a T-hangar at Buchanan field Airport with Keith and Joanne Martz, effective January 31, 2012, in the monthly amount of $372.93.

February 14, 2012  APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement for a T-hangar at Buchanan field Airport with Michael Konesky and Tamsie Irvan, effective January 9, 2012 in the monthly amount of $372.93.

February 14, 2012  APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement for a T-hangar at Buchanan field Airport with Marilyn and Richard Sperling, effective February 1, 2012 in the monthly amount of $372.93.

February 28, 2012  APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement for a shade-hangar at Buchanan field Airport with Daryl McCosker, Michael McCosker and Gary Wildes, effective January 10, 2012, in the monthly amount of $167.55.

February 28, 2012  APPOINT the following individual to the At-Large #1 seat on the Aviation Advisory Committee, for a term expiring February 28, 2015, as recommended by the Internal Operations Committee: Martin E. Young.

C:AAC/BOSUM.doc
To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: February 14, 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 hangar rental agreement for T-hangar at Buchanan Field Airport with Keith Martz and Joanne Martz, effective January 31, 2012, in the monthly amount of $372.93, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will continue to realize $4475.16 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

Action of Board On: 02/14/2012

VOTE OF SUPERVISORS

AYES 4  NOES  

ABSENT 1  ABSTAIN

RECUSE

Contact: Beth, (925) 646-5722

cc:

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: February 14, 2012

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

By: STACEY M. BOYD, Deputy
To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: February 14, 2012

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

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 Rental Agreement for use with the larger East Ramp Hangars.

Action of Board On: 02/14/2012

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES

ABSENT 1 ABSTAIN

RECUSE

Contact: Beth, (925) 646-5722

cc:

OTHER

RECOMMENDATION OF BOARD COMMITTEE

APPROVED AS RECOMMENDED

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

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: February 14, 2012

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

By: STACEY M. BOYD, Deputy
BACKGROUND: (CONT'D)

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

Keith Martz is the current tenant on the T-hangar Rental Agreement and has requested that his spouse, Joanne Martz be added to his T-hangar Rental Agreement and, as is dictated by policy, a new hangar rental agreement is now being executed to reflect this change.

CONSEQUENCE OF NEGATIVE ACTION:

By not approving the execution of the hangar rental agreement the tenants spouse will not be added to the lease agreement and the spouse will not have tenancy rights to the hangar.

CHILDREN'S IMPACT STATEMENT:

Not Applicable
To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: February 14, 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 hangar rental agreement for T-hangar at Buchanan Field Airport with Michael Konesky and Tamsie Irvan, effective January 9, 2012, in the monthly amount of $372.93, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will continue to realize $4475.16 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

Action of Board On: 02/14/2012

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES
ABSENT 1 ABSTAIN
RECUSE

Contact: Beth Lee, (925) 646-5722

cc:

ATTESTED: February 14, 2012

By: STACEY M. BOYD, Deputy

I 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.
To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: February 14, 2012

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

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 Rental Agreement for use with the larger East Ramp Hangars.

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

Action of Board On: 02/14/2012

Clerks Notes:

VOTE OF SUPERVISORS

AYES [ ]  NOES [ ]

ABSENT [ ]  ABSTAIN [ ]

RECUSE [ ]

Contact: Beth Lee, (925) 646-5722

c:

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: February 14, 2012
David J. Tew, County Administrator and Clerk of the Board of Supervisors

By: STACEY M. BOYD, Deputy

http://10.10.11.216/hrs/publish/print_ag_memo.cfm?seq=10138&rev=0&mode=CUSTOM... 2/22/2012
BACKGROUND: (CONT'D)

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

Michael Konesky is the current tenant on the T-hangar Rental Agreement and has requested that his spouse, Tamsie Irvan be added to his T-hangar Rental Agreement and, as is dictated by policy, a new hangar rental agreement is now being executed to reflect this change.

CONSEQUENCE OF NEGATIVE ACTION:

By not approving the execution of the hangar rental agreement the tenants spouse will not be added to the lease agreement and the spouse will not have tenancy rights to the hangar.

CHILDREN'S IMPACT STATEMENT:

Not Applicable
To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: February 14, 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 Marilyn C. Sperling and Richard A. Sperling for a T-hangar at Buchanan Field Airport effective February 1, 2012 in the monthly amount of $372.93, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will realize $4,475.16 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

Action of Board On: 02/14/2012

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES
ABSENT 1 ABSTAIN
RECUSE

Contact: Beth Lee, (925) 646-5722

ce:

http://10.10.11.216/frs/publish/print_ag_memocfm?seq=10140&rev=0&mode=CUSTOM... 2/22/2012
To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: February 14, 2012

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

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 Ramp Hangars.

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES

ABSENT 1 ABSTAIN

RECUSE

Contact: Beth Lee, (925) 646-5722

cc:

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: February 14, 2012

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

By: STACEY M. BOYD, Deputy
BACKGROUND: (CONT'D)

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
Print Agenda Item Request

To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: February 28, 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 hangar rental agreement for a shade hangar at Buchanan Field Airport with Daryl McCosker, Michael McCosker and Gary Wildes, effective January 10, 2012, in the monthly amount of $167.55, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will realize $2010.60 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

VOTE OF SUPERVISORS

AYES 4 NOES

ABSENT 1 ABSTAIN

RECUSE

Contact: Beth Lee, (925) 646-5722

cc:

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: February 28, 2012

By: STACEY M. BOYD, Deputy

http://10.10.11.216/hrs/publish/print_ag_memo.cfm?seq=10303&rcv=0&mode=CUSTOM... 2/28/2012
To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: February 28, 2012

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

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 Ramp Hangars.

[Approve]

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 02/28/2012

APPROVED AS RECOMMENDED

OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4

NOES 

ABSENT 1

ABSTAIN 

RECUSE 

Contact: Beth Lee, (925) 646-5722

cc:

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: February 28, 2012

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

By: STACEY M. BOYD, Deputy
BACKGROUND: (CONT'D)

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: INTERNAL OPERATIONS COMMITTEE

Date: February 28, 2012

Subject: APPOINTMENT TO THE AVIATION ADVISORY COMMITTEE

RECOMMENDATION(S):

APPOINT the following individual to the At-Large #1 seat on the Aviation Advisory Committee, for a term expiring February 28, 2015, as recommended by the Internal Operations Committee:

Martin E. Young 1989 Newport Drive
Discovery Bay, CA 94505

FISCAL IMPACT:

No fiscal impact.

☐ APPROVE
☐ RECOMMENDATION OF COUNTY ADMINISTRATOR

Action of Board On: 02/28/2012

☐ OTHER
☐ RECOMMENDATION OF BOARD COMMITTEE

☐ APPROVED AS RECOMMENDED
☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES [ ] NOES [ ]
ABSENT [ ] ABSTAIN [ ]
RECUSE [ ]

Contact: Timothy Ewell, (925) 335-1036

cc:
BACKGROUND:

The Aviation Advisory Committee (AAC) was established to provide advice and recommendations to the Board of Supervisors on the aviation issues related to the economic viability and security of airports in Contra Costa County. The AAC is further charged with the responsibility of advancing and promoting the interests of aviation and the protection of the people living and working near the airport and the County in general. In addition, the AAC shall provide a forum for the Director of Airports regarding policy matters at and around the airport.

The AAC is comprised of 11 members who must live or work in the County. One appointed by each Supervisor; One from and nominated to the Board by the City of Concord; One from and nominated to the Board by the City of Pleasant Hill; One from and nominated to the Board by Diablo Valley College; One from and nominated to the Board by the Contra Costa County Airports Business Association; Two at large to represent the general community to be nominated to the Internal Operations Committee by the Aviation Advisory Committee. At least one of the above shall be a member of the Airport Land Use Commission.

Terms are for three years. A member may “hold over” on a month-to-month basis until such time as they are either reappointed or a new person has been appointed to the position.

At its February 13, 2012 meeting, the Internal Operations Committee of the Board of Supervisors reviewed and approved the AAC's nomination of Martin "Ed" Young to the At-Large #1 seat, whose term expires February 28, 2015.

CONSEQUENCE OF NEGATIVE ACTION:

The At Large #1 seat will remain vacant until the Board of Supervisors makes a permanent appointment.

CHILDREN'S IMPACT STATEMENT:

No impact.
<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Description</th>
<th>Current Status</th>
<th>Next Milestone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hangars at Buchanan (ADG) (Buchanan Field Airport)</td>
<td>New development on a 0.86 acre parcel at northwest end of Sally Ride Drive, Buchanan Field Airport. Project includes two 45' x 40' and three 50' x 50' hangars</td>
<td>The project sponsor has requested a lease amendment to modify the ground rent, termination option and lease-end maintenance provisions to facilitate project marketing and development.</td>
<td>They have until September 30, 2012 to either construct the project or terminate the lease.</td>
</tr>
<tr>
<td>Byron Jet Center - Amended &amp; Restated Lease (Byron Airport)</td>
<td>Modification of an existing lease to allow new development of corporate hangars on approximately 2 acres north of the Byron Airport office. Project reduced from eight 100' x 100' hangars to three 100' x 100' and one 50' x 50' hangars.</td>
<td>The Board of Supervisors approved the lease on August 10, 2010.</td>
<td>Construction began in August 2011 and the project is expected to be complete by end of April 2012.</td>
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### Enterprise Fund General Ledger Detail
#### Fiscal Year 2011-12 (50% Point)

<table>
<thead>
<tr>
<th></th>
<th>2011-12 Budget</th>
<th>Actual To Date</th>
<th>YTD @ 50%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Enterprise Fund O &amp; M Budget</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Buchanan O &amp; M Revenues</td>
<td>$3,281,538.00</td>
<td>$1,903,150.89</td>
<td>58.00%</td>
</tr>
<tr>
<td>Byron O &amp; M Revenues</td>
<td>$410,072.00</td>
<td>$228,806.64</td>
<td>55.82%</td>
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<tr>
<td><strong>Total O &amp; M Revenues Enterprise Fund</strong></td>
<td>$3,991,610.00</td>
<td>$2,132,047.53</td>
<td>57.75%</td>
</tr>
</tbody>
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</thead>
<tbody>
<tr>
<td>Buchanan O &amp; M Expenditures</td>
<td>$2,749,768.00</td>
<td>$1,150,196.23</td>
<td>41.83%</td>
</tr>
<tr>
<td>Buchanan Capital Expenses (Non AIP)</td>
<td>$30,000.00</td>
<td>$0.00</td>
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<tr>
<td>Byron O &amp; M Expenditures</td>
<td>$663,650.00</td>
<td>$454,950.87</td>
<td>52.68%</td>
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<tr>
<td>Byron Capital Expenses (Non AIP)</td>
<td>$0.00</td>
<td>$25,271.82</td>
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<tr>
<td><strong>Total O &amp; M Expenditures Enterprise Fund</strong></td>
<td>$3,643,418.00</td>
<td>$1,630,418.92</td>
<td>44.75%</td>
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</thead>
<tbody>
<tr>
<td>Enterprise Fund O &amp; M Revenues</td>
<td>$3,691,610.00</td>
<td>$2,132,047.53</td>
<td>57.75%</td>
</tr>
<tr>
<td>Enterprise Fund O &amp; M Expenditures</td>
<td>$3,643,418.00</td>
<td>$1,630,418.92</td>
<td>44.75%</td>
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<tr>
<td><strong>Reserve Fund</strong></td>
<td>$48,192.00</td>
<td>$501,628.61</td>
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<tbody>
<tr>
<td><strong>Enterprise Fund CIP Budget</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Buchanan C.I.P. Revenues (FAA)</td>
<td>$2,500,000.00</td>
<td>$557,908.00</td>
<td>22.72%</td>
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<td>Buchanan C.I.P. Revenues (State)</td>
<td>$62,500.00</td>
<td>$0.00</td>
<td>0.00%</td>
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<tr>
<td>Byron C.I.P. Revenues (FAA)</td>
<td>$0.00</td>
<td>$0.00</td>
<td>N/B</td>
</tr>
<tr>
<td>Byron C.I.P. Revenues (State)</td>
<td>$0.00</td>
<td>$0.00</td>
<td>N/B</td>
</tr>
<tr>
<td><strong>Total Enterprise Fund CIP Revenues</strong></td>
<td>$2,562,500.00</td>
<td>$567,908.00</td>
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</thead>
<tbody>
<tr>
<td>Buchanan C.I.P. Expenditures</td>
<td>$2,631,579.00</td>
<td>$88,722.31</td>
<td>3.30%</td>
</tr>
<tr>
<td>Byron C.I.P. Expenditures</td>
<td>$0.00</td>
<td>$0.00</td>
<td>N/B</td>
</tr>
<tr>
<td><strong>Total Enterprise Fund CIP Expenditures</strong></td>
<td>$2,631,579.00</td>
<td>$88,722.31</td>
<td></td>
</tr>
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</table>