Contra Costa County
Aviation Advisory Committee
Meeting Agenda
Director of Airports Office
Thursday, May 10, 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 (April 2012)
5. Consider Consent Items
   b. Receive Relevant Board Actions
   c. Development Project Matrix (Revised May 2012)
6. Presentations/Special Reports
   a. Airport Development Process
7. Discussion/Action Items
   a. Items Pulled from Consent
   b. Set Calendar of Meeting Dates (2nd Thursday at 12:00 pm) (September at Byron at 12:00 pm)
   c. AAC Tenant Recognition Award
   d. Buchanan Field Airport Runway 01L/19R Overlay and Reconstruction Project (construction June 4, 2012)
   e. Airport Draft Minimum Standards Document Summary of Changes
   f. Status of Mariposa Community Benefit Fund for Byron Airport
   g. Byron FAA Grant Application
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): June 14, 2012 at 12:00 p.m.
Next Airport Committee Meeting (Tentative): June 25, 2012 at 2:00 p.m.
CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
April 12, 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
Keith McMahon, City of Concord
Derek Mims, City of Pleasant Hill
David Pfeiffer, District V
Rudi Raab, District I
Rich Spatz, Secretary, At Large 2
Ronald Reagan, District III
Russell Roe, District II
Tom Weber, Chair, District IV
Ed Young, At-Large 1

ABSENT: Janet Kaiser, Diablo Valley College

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

OPENING COMMENTS
BY CHAIR: Tom Weber welcomed Ronald Reagan as the new District 3 representative.

PUBLIC COMMENT
PERIOD: Dick Sperling announced the Young Eagles were holding an event on Saturday, April 28th for children ages 7 to 17.

APPROVAL OF
MINUTES: Russ Roe asked for a change on page 3, changing a word from “competition” to “cooperation”. Moved by Mike Bruno; seconded by David Pfeiffer. Ronald Reagan and Derek Mims abstained. Approved unanimously.

APPROVAL OF
CONSENT ITEMS: Moved by Derek Mims; seconded by Mike Bruno Spatz. Approved unanimously.
PRESENTATION/SPECIAL REPORTS: City of Concord Zoning

- Carol Johnson, Planning Manager; Cathy Munneke, Principal Planner; Barry Miller, Consultant gave an overview of materials they handed out.
- City of Concord (City) is updating their development code (formerly referred to as zoning code) as it is old and needs to reflect current circumstances. The update includes updating code, General Plan, zoning maps and General Plan maps.
- Hoping to go to the City Council in July for adoption.
- Effect on Airport:
  - Changed General Plan designation on north side of Concord Avenue to reflect existing uses (was all public/semi-public prior).
  - Primary issue is the Airport property near Solano Way and Marsh Drive.
    - Under the Current General Plan the areas are designated as Regional Commercial.
    - Airport staff was concerned about density and types of uses in this category.
    - Concord staff recommended changing to West Concord Mixed Use.
    - Airport staff still concerned with the uses and densities in this category and requested a business park designation instead.
    - All in agreement that the parcels will be Business Park with Office Business Park for the implementing zoning.
    - The new development code will also include the Airport Land Use Commission’s (ALUC) standards as they relate to properties in the Airport overlay zone.
    - Amended code allows for automobile dealership
    - Airport staff thanked the City for their collaboration and agreed with the Business Park designation.
- Mike Bruno questioned whether there was something the City was trying to prevent from happening in these areas. City staff responded that the area was the gateway to Concord and the City wants to have more visual appeal from Highway 4 off ramp and from the highway in general.
- Russ Roe asked to see if the ALUC’s requirements could be added into the City of Pleasant Hill’s and Martinez’s codes as well.
- Keith McMahon questioned whether new vehicle/RV dealerships could be grandfathered into the City’s code. Response was that automobile dealerships will be an allowed use; however, the City has an issue with RV sales as they are often not visually appealing.
- David Pfeiffer questioned whether the drive-in property would be subject to ALUC approval since part (half) of the site is in the safety zone. Response was it would most likely need ALUC review but will depend upon use and location of a project when proposed.
- Ed Young questioned how many aircraft had a missed approach at the end of Runway 19R. Airport staff responded that there have been several in the area. City staff commented that all uses would be subject to review of Airport staff and then through the public process for project consideration.
- Keith McMahon commented that he wanted to make sure the new General Plan and development codes would not adversely impact any future opportunities.

DISCUSSION/ACTION ITEMS:

a. **Items Pulled from Consent**
   
   N/A
b. **Officer Elections**
   - David Pfeiffer suggested holding off on Officer Elections until open positions were filled.
     1. District 2 is planning on reappointing Russell Roe and should go before the Board of Supervisors (Board) in April
     2. Derek Mims reappointment should also be on the Board’s April calendar.
   - Chair Nominations – Tom Weber nominated Mike Bruno. No other nominations. **Moved by Tom Weber; Seconded by Rich Spatz. Mike Bruno abstained. Approved Unanimously.**
   - Vice Chair Nominations – Mike Bruno nominated Tom Weber. No other nominations. **Moved by Mike Bruno; Seconded by Ed Young. Tom Weber abstained. Approved Unanimously.**
   - Secretary Nominations – Rich Spatz nominated David Pfeiffer. No other nominations. **Moved by Rich Spatz; Seconded by Russ Roe. David Pfeiffer abstained. Approved Unanimously.**

c. **Tenant Issues**
   None

d. **Buchanan Field Security Project Update and Access Card Issuance**
   - Access control system for vehicle and pedestrian gates are in place.
   - Process went relatively smooth. Still have about 140 cards to be issued (about 100 are ready for pick up and the rest are for those who do not come out to the airport very often.
   - Russ Roe commented that the process went well thanks to the advance work by Airport staff.
   - Russ Roe asked about doing something to remove ease of being able to reach the pedestrian access button on the west side. Airport staff responded that options are being explored.
   - Mike Bruno commented that it was more complex to issue cards for the Fixed Base Operators (FBO’s) and staff handled it very well and timely.
   - Ed Young asked if there was a number on the gate to call if there was a problem. Airport staff commented that signs would be installed that will have several useful pieces of information.

e. **Buchanan Field Airport Runway 01L/19R Overlay and Reconstruction Project**
   - Runway 1L/19R reconstruction meeting kick off happened yesterday.
   - Anticipated start date of Monday, June 4 and ending around July 10, 2012.
   - Intersection work is expected June 18 through June 27.
   - Runway 01L/19R and 14R/32L will be closed for the entirety of the project and both main runways will be closed for about 9 days tentatively June 18 – June 27.
   - Byron Jet Center is willing to accommodate some of Buchanan’s larger corporate aircraft during the project.
   - It has been more than 20 years since the last major pavement work.
   - About 30 days after the work is done the contractor will come back out to re-groove (closes large runway for about 5 days) and then restrripe the runway.
   - A notice will be put out to tenants once the schedule is set.
f. Airport Draft Minimum Standards Document summary of Changes
   - No new comments have been provided to Airport staff. If no further comments are received directly or at the June AAC meeting the item will go before the Airport Committee at their June meeting.
   - Depending on the discussion at the Airport Committee Meeting it will be scheduled for full Board consideration sometime in the summer.

g. Status of Mariposa Community Benefit Fund
   - The Mariposa Community Benefit Fund has been established.
   - Airport staff is working with Supervisor Piepho to develop a list of project recommendations or ideas for use of those funds.
   - Recommendations by District 3 Supervisors will be brought to the Airport Committee and then the full Board for consideration/approval.
   - Derek Mims asked if any specific items were being considered. Airport staff responded that capital projects shown on the Master plan including runway improvements, General Plan amendment, and similar items are being considered.
   - Ed Young commented it would be nice to revamp and modernize the fueling system.
   - Tom Weber commented he would prefer the funds be used to construct something but the utility costs far exceed available dollars.
   - Derek Mims asked if any of the items were eligible for FAA grant money. Airport staff responded that an application would be submitted for those items that are eligible.
   - Duane Allen asked about increasing fence heights. Airport staff responded that they are trying to balance aesthetics without looking like a prison. The new fence, which is the standard 7 feet with black fabric, can have a 3-strand barbed wire topper added.

h. Update on Wide Area Augmentation System (WAAS)
   - Doug Draper, flight instructor and corporate pilot with Pacific States Aviation, was invited to speak about the new WAAS approach.
   - Zulu approach to 19R will give pilots a 250’ wide area for approach.
   - The right turn does have obstructions so pilot’s need to climb faster to avoid them.
   - New WAAS approach gets the pilot to the decision point of 250’; about 125’ lower than previous approach.
   - Approach is not regulated by Tower visibility minimums; pilots determine instead as the approach lighting system gives the pilot their necessary visibility.
   - Weather along the coast can affect larger corporate jet activity using Buchanan Field (different altitude and our visibility standards).
   - Zulu approach is a benefit also because it is a straight in approach (rather than offset as other approaches).
   - Doug Draper stated he was pleased with the 250’ level provided by WAAS approach.
   - Took a long time to get a WAAS approach due to proximity of Oakland, San Francisco and Travis Airports.
   - WAAS has a vertical guidance with a 10” error; allows for more precision/safer.
i. **Status on Flight Track System for CCR**
   - Buchanan Field noise complaint numbers are currently too low to receive FAA support for investment in a new noise/flight track system at this time.
   - Airport staff will keep the project on our ACIP list and keep communicating with the FAA staff in the event circumstances change.

j. **Tenant Appreciation BBQ**
   - 4\textsuperscript{th} Annual Tenant Appreciation BBQ will be held on May 3, 2012 at 11:30 am.
   - For the Airports' tenants to thank them for their patronage

**UPDATES/ANNOUNCEMENTS**

a. **Airport Committee Update**
   - Met in March and are moving to quarterly meetings
   - Discussed the budget and process for minimum standards
   - Next meeting is June 25

b. **What is happening at Buchanan Field & Byron Airports/Other Airports**
   - Cirrus Pilot Proficiency – April 20
   - Beechcraft Pilot Proficiency Program (BPPP); usually brings in 50 to 80 aircraft - April 26 – 29.
   - Young Eagles Event – April 28
   - Collings Foundation – May 30 – June 1
   - Start of Runway Project – June 4
   - Mustang National Rally - June 21 – 24
   - Proposed concept by an outside party to put up a reader board style billboard on the Airports property was given a laundry list of things to explore to see if idea is viable. They will come back to initiate a formal process which will include competitive solicitation.

c. **Update from Airport Business Association**
   - Mike Bruno reported that Sterling Aviation is doing more business but that the smaller subtenants are having great difficulty and may not survive.
   - Russ Roe questioned how a business like APEX affects the others if it goes out of business. Mike Bruno responded that when a business leaves the field there is a big impact.
   - Russ Roe questioned whether all the larger hangars are full or does the economy support new ones. T-hangars or smaller hangars would bring people to Buchanan Field. Building bigger hangars will make it more difficult for the existing businesses. 1. Keith Freitas responded that competition is required by the FAA; everyone has a right to conduct business.

d. **AAC Announcements**
   - Airport Land Use Commission to hear the City of Conords General Plan and Development Code when the Environmental Impact Report is released plus the Byron Museum proposal
e. Airport Staff Announcements
   • None

FUTURE AGENDA ITEMS
   • Byron Museum idea
   • Update on ADG project

ADJOURNMENT: The meeting was adjourned by the Chair at 1:40 p.m.
CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
March 8, 2012

MEETING CALLED: The meeting was called to order by Chair Tom Weber at 12:02 p.m. at the Director of Airport's Office.

PRESENT: Mike Bruno, CCC Airports Business Association
Geoffrey Logan, Vice Chairperson, District III
Keith McMahon, City of Concord
David Pfeiffer, District V
Rudi Raab, District I
Rich Spatz, Secretary, At Large 2
Russell Roe, District II
Tom Weber, Chair, District IV
Ed Young, At-Large 1

ABSENT: Janet Kaiser, Diablo Valley College
Derek Mims, City of Pleasant Hill

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

OPENING COMMENTS BY CHAIR: Tom Weber welcomed Ed Young as the new At-Large member.

PUBLIC COMMENT PERIOD: Mike Bruno expressed concern over the trees at the approach end of Runway 01L/R as they are fairly high. Mike questioned if something was being done about them. Airport staff commented that this was in the Caltrans inspection and that they had to be surveyed; which was completed. The Golf Course is now in the process of having the trees topped.

Rich Spatz commented that the rehabbed Airport sign on John Glenn Drive looks good.

APPROVAL OF MINUTES: Moved by Geoff Logan; seconded by Mike Bruno. Approved unanimously.
APPROVAL OF
CONSENT ITEMS: Moved by Rudi Raab; seconded by Rich Spatz. Approved
unanimously.

PRESENTATION/SPECIAL REPORTS:

a. None

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent
   N/A

b. Tenant Issues
   Duane Allen stated that there are people that sing and play in the hangar, that have a
   band and are really bad and are driving him nuts. Duane further thanked Airport staff for
   taking care of the person who was living in one of the hangars.

c. Buchanan Field Security Project Update and Access Card Issuance
   • Construction is complete.
   • Currently there are about 650 keys to be issued; about 300 have been issued.
   • Currently the old system and new systems are working.
   • As of April 2, 2012 the old key card system will be deactivated.
   • Airport staff checked on how close a vehicle has to get to access. Airport staff used
     a very large vehicle to do the check and it was still about 4 feet away from the gate.
   • Duane Allen commented that the proximity card has to be held very close to the
     reader and due to his car size he has to swing into the parking lot to get into the East
     Ramp gate. This should be resolved when the second gate is open for use.

d. Buchanan Field Airport Runway 01L/19R Overlay and Reconstruction Project
   • Meeting with Ghilotti Brothers is next week to discuss the schedule.
   • Project will require 30 working days of construction and nine (9) days of closure of
     the main runways 01L/19R and 14L/32R.
   • Best start date for the project is around June 11; Airport staff will work with Airport
     tenants to make sure the timing will work.
   • Airport staff will be working with the Contractor and tenants to better define the best
     nine (9) day period to close the long runways 01L/19R and 14L/32R.
   • No lighted runways during the nine (9) day closure.

e. Airport Draft Minimum Standards Document summary of Changes
   • There is still opportunity to see if there are additional public comments on draft
     document.
   • There is nothing really new in the policies or requirements; it’s a compilation of what
     already exists through various regulators.
   • Mike Bruno stated his attorney reviewed the document and there were no problems.
   • Mike further stated that Concord Jet’s attorney also reviewed the document but he
     does not know if there were any comments.
• Mike also stated that the only issue he has heard is the enforcement of the document and unequal application. Might be helpful to have a policy of how it’s enforced or have an oversight committee for involvement. Airport staff commented that typically, airport staff investigates complaints that are brought to our attention. Airport staff then needs proof of non-allowed activity to enforce such as publically noticing of place of business or money exchanging hands. The new minimum standards has a process built in for problems/complaints.
• Russ Roe commented that there needs to be more cooperation and agreement on the field in general
• Time to adopt the document will be determined internally and depends on input received. Most likely it will be between June and September.

f. Airport Fiscal Year 2011/2012, 50% Budget Update
• The 50% budget was provided in the packet.
• Revenues are higher than projected; some are skewed as we bill a month in advance.
• Budget changes have been made to lower costs and are on track for now.
• Airport staff continues to build the reserve fund as requested by the Airport Committee.
• Federal Aviation Administration passed a multiple year funding cycle but is now has a local match of 10% (was 5%).
• Geoff Logan asked about the Mariposa Energy Community Fund. Airport staff stated that they are working with the Supervisors to determine process and projects for use of these funds.
• Russ Roe asked if security upgrade was only for Buchanan Field. Airport staff responded that the security upgrades were only for Buchanan Field but is now looking at improvements at Byron Airport and may be looking at the Mariposa Energy Community Fund as a potential funding source.
• Duane Allen asked about increasing fence heights. Airport staff responded that they are trying to balance aesthetics without looking like a prison. The new fence, which is the standard 7 feet with black fabric and can have a 3-strand barbed wire topper.

g. Requests for Rent Reduction/CPI Waivers
• A small portion of tenants asked for a waiver of the CPI increase this year in consideration of the bad economy.
• There are two primary issues:
  i. Not everyone is subject to them (disparate application/consideration)
  ii. CPI helps fees keep closer to market so there is not a big sticker shock when rent is revalued less frequently (five (5) or 10 years).

UPDATES/ANNOUNCEMENTS

a. Airport Committee Update
• Next meeting is March 26
• Now looking to meet quarterly.
b. **What is happening at Buchanan Field & Byron Airports/Other Airports**
   - Veterans Event - March 31 for memorial.
   - Cirrus Pilot Proficiency – April 20
   - Beechcraft Pilot Proficiency Program (BPPP); usually brings in 50 to 80 aircraft - April 27 – 28.
   - Annual Tenant Appreciation BBQ - May 3
   - Collings Foundation - June 8 – 10
   - Mustang National Rally - June 21 – 24
   - Byron Airport Hangar Inspections - June 20 and 27

c. **Update from Airport Business Association**
   Mike Bruno reported there were no updates. Tried to generate interest in minimum standards but there was no interest from members.

d. **City of Concord Zoning Update**
   - The Airports property on north side within the City of Concord were being amended with the land use designations
   - Original proposal was West Concord Mixed Use and is now changing to Business Park.
   - The City is opposed to outdoor storage at those locations since Solano Avenue is a gateway to the city.
   - Barry Miller of the City of Concord will be coming to the AAC in April.
   - Issues on use considerations are safety and compatibility.

e. **AAC Announcements**
   - Derek Mims has been reappointed by City of Pleasant Hill; waiting for authorization to be revised to reflect a 3-year term.
   - The other two (2) positions are in a 60-day hold over period.
   - Tom asked for member interest in Officer Positions; Mims, Pfeifer, and Bruno expressed interest.
   - Airport Land Use Commission (ALUC) meeting was canceled in March.
   - David Pfeifer questioned whether the Airports have looked at tie-in to upcoming America’s cup. No discussions as yet.

f. **Airport Staff Announcements**
   - Airport’s new employee Raj Singh was introduced to the AAC; replacing Sue Hill who retired.

**FUTURE AGENDA ITEMS**
- Byron Airport Community Benefit Fund
- Update on Instrument Approach at Buchanan Field (WAAS)
- Flight Track Update – at some point
- City of Concord Land Use

**ADJOURNMENT:** The meeting was adjourned by the Chair at 1:05 p.m.
# Noise Abatement Statistics

## March 2012

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<td>12</td>
<td>-21%</td>
<td></td>
</tr>
<tr>
<td><strong>COMPLAINTS PER 11,000 OPERATIONS - BUCHANAN ONLY</strong></td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>7</td>
<td>-60%</td>
<td></td>
</tr>
</tbody>
</table>

**Footnotes:**
- 2 complaints from UH-1 helicopter
- 4 complaints from police action
- March - 3 complaints from Gulfstream 3
# Contra Costa County Airports

## Monthly Operations Report

### March 2012

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AIRCRAFT OPERATIONS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Operations</td>
<td>5,401</td>
<td>5,641</td>
<td>17,214</td>
<td>17,156</td>
<td>0%</td>
</tr>
<tr>
<td>Local Operations</td>
<td>2,550</td>
<td>2,818</td>
<td>7,486</td>
<td>8,488</td>
<td>-12%</td>
</tr>
<tr>
<td>Itinerant Operations</td>
<td>2,082</td>
<td>2,823</td>
<td>7,986</td>
<td>8,668</td>
<td>-8%</td>
</tr>
<tr>
<td>Total Instrument Ops</td>
<td>604</td>
<td>691</td>
<td>1,979</td>
<td>2,023</td>
<td>-2%</td>
</tr>
<tr>
<td>Actual Instrument Ops*</td>
<td>0</td>
<td>43</td>
<td>0</td>
<td>167</td>
<td></td>
</tr>
<tr>
<td><strong>FUEL FLOWAGE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>110 Octane</td>
<td>14,889</td>
<td>15,644</td>
<td>50,342</td>
<td>47,854</td>
<td>5%</td>
</tr>
<tr>
<td>Jet Fuel</td>
<td>53,248</td>
<td>58,285</td>
<td>145,828</td>
<td>132,017</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>68,137</td>
<td>73,929</td>
<td>196,170</td>
<td>179,871</td>
<td>9%</td>
</tr>
<tr>
<td><strong>BYRON INFORMATION</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Byron Fuel</td>
<td>6,213</td>
<td>3,484</td>
<td>9,916</td>
<td>8,776</td>
<td>13%</td>
</tr>
<tr>
<td><strong>SKYDIVERS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of Flights</td>
<td>79</td>
<td>58</td>
<td>306</td>
<td>192</td>
<td>59%</td>
</tr>
<tr>
<td>Experienced Jumps</td>
<td>771</td>
<td>589</td>
<td>3,252</td>
<td>2,312</td>
<td>41%</td>
</tr>
<tr>
<td>First Time Jumps</td>
<td>105</td>
<td>93</td>
<td>329</td>
<td>302</td>
<td>9%</td>
</tr>
<tr>
<td>Student Jumps</td>
<td>21</td>
<td>6</td>
<td>61</td>
<td>34</td>
<td>79%</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:

April 3, 2012  APPOINT the following individual to the District III seat on the Aviation Advisory Committee to a term expiring March 1, 2015, as recommended by Supervisor Piepho: Ron Reagan

April 17, 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 Duane Allen and Audrey Morrison-Allen, effective April 1, 2012, in the monthly amount of $383.74.

April 17, 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 Richard Schroebel, effective March 30, 2012, in the monthly amount of $172.41.

April 17, 2012  REAPPOINT Derek Mims as the City of Pleasant Hill’s representative to the Aviation Advisory Committee as recommended by the Pleasant Hill City Council.

April 17, 2012  REAPPOINT the following person to the District II Seat of the Contra Costa County Aviation Advisory Committee for a three-year term with an expiration of March 1, 2015, as recommended by Supervisor Uilkema: Russell Roe.

April 24, 2012  ACCEPT Federal Aviation Administration Grant Funding for Byron Airport Pavement, Signage and Lighting Enhancements.

April 24, 2012  ACCEPTANCE & Giving Notice of Completion of Contract for Buchanan Field Airport Security Upgrades, Project No. 4855-4690SAS-6X5382.
To: Board of Supervisors

From: Mary N. Piepho, District III Supervisor

Date: April 3, 2012

Subject: APPOINTMENT TO THE AVIATION ADVISORY COMMITTEE

RECOMMENDATION(S):

APPOINT the following individual to the District III seat on the Aviation Advisory Committee to a term expiring March 1, 2015, as recommended by Supervisor Piepho:

Ron Reagan 121 Palm Place
Brentwood, CA 94513

FISCAL IMPACT:

None.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain unfilled.

☑ APPROVE
☒ RECOMMENDATION OF CNTY ADMINISTRATOR
 ☒ APPROVED AS RECOMMENDED
 ☒ OTHER

Action of Board On: 04/03/2012

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES 0
ABSENT 1 ABSTAIN 0
RECUSE 0

Contact: LEA CASTLEBERRY, 925-240-7260

cc:

ATTESTED: April 3, 2012

By: Carrie Del Bonta, Deputy

David J. Twa, County Administrator and Clerk of the Board of Supervisors
Print Agenda Item Request

To: Board of Supervisors

From: Mary N. Piepho, District III Supervisor

Date: April 3, 2012

Subject: APPOINTMENT TO THE AVIATION ADVISORY COMMITTEE

☑ APPROVE
☑ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER
☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 04/03/2012

☑ APPROVED AS RECOMMENDED
☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES 
ABSENT 1 ABSTAIN 
RECUUSE 

Contact: LEA CASTLEBERRY, 925-240-7260

cc: 

ATTESTED: April 3, 2012
David J. Tex, County Administrator and Clerk of the Board of Supervisors

By: Carrie Del Bonta, Deputy
BACKGROUND:

The Aviation Advisory Committee (AAC) was established by the Board of Supervisors 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 mandated to cooperate with local, state, and national aviation interests for the safe and orderly operation of airports; advance and promote the interests of aviation; and protect the general welfare of the people living and working near the airport and the County in general. The AAC may initiate discussions, observations, or investigations and may hear comments on airport and aviation matters from the public or other agencies in order to formulate recommendations to the Board. In conjunction with all of the above, the AAC provides a forum for the Director of Airports regarding policy matters at and around the airport.

The AAC is composed of 11 members who must be County residents: 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; and two at large to represent the generally 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 for AAC seats are three years ending each March 1.

The seat expired March 1, 2012. Applications were accepted and the recommendation to appoint the above individual was then determined.

CHILDREN’S IMPACT STATEMENT:

Not applicable.
Print Agenda Item Request

To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: April 17, 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 Duane Allen and Audrey Morrison-Allen, effective April 1, 2012, in the monthly amount of $383.74, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will continue to realize $4604.88 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: 04/17/2012

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4  NOES  
ABSENT 1  ABSTAIN  
RECUSE 

Contact: Beth Lee, (925) 646-5722

cc:

ATTESTED: April 17, 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: April 17, 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.

VOTE OF SUPERVISORS

AYES 4  NOES  
ABSENT 1  ABSTAIN  
RECUSE  

Contact: Beth Lee, (925) 646-5722

cc:

clerks Notes:

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

ATTESTED: April 17, 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.

Duane Allen is the current tenant on the T-hangar Rental Agreement and has requested that his spouse, Audrey Morrison-Allen, 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
Print Agenda Item Request

To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: April 17, 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 Richard Schroebel for a Shade hangar at Buchanan Field Airport effective March 30, 2012 in the monthly amount of $172.41, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will realize $2068.92 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

Action of Board On: 04/17/2012

VOTE OF SUPERVISORS

AYES 4 NOES

ABSENT 1 ABSTAIN

RECUSE

Contact: Beth Lee, (925) 646-5722

cc:

ATTESTED: April 17, 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: April 17, 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.

Action of Board On: 04/17/2012

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES
ABSENT 1 ABSTAIN

Contact: Beth Lee, (925) 646-5722

cc:
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: April 17, 2012

Subject: City of Pleasant Hill’s Reappointment to the Aviation Advisory Committee

RECOMMENDATION(S):

REAPPOINT Derek Mims as the City of Pleasant Hill’s representative to the Aviation Advisory Committee as recommended by the Pleasant Hill City Council.

Derek Mims 16 Pineview Ct.
Pleasant Hill, CA 94523

FISCAL IMPACT:

No Fiscal Impact

BACKGROUND:

On March 19, 2012, Pleasant Hill City Council voted to recommend Derek Mims for reappointment to the Aviation Advisory Committee. Mr. Mims would begin serving as Pleasant Hill’s

Action of Board On: 04/17/2012

Clerks Notes:

VOTE OF SUPERVISORS

AYES [ ] 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: April 17, 2012

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

By: Carrie Del Bonta, Deputy
Print Agenda Item Request

To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: April 17, 2012

Subject: City of Pleasant Hill’s Reappointment to the Aviation Advisory Committee
representative to the Committee immediately upon reappointment by the Board of Supervisors and
would serve until March 1, 2015.

☐ APPROVE
☐ RECOMMENDATION OF CNTY ADMINISTRATOR

Action of Board On: 04/17/2012

☐ 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: April 17, 2012

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

By: Carrie Del Bonta, Deputy
CONSEQUENCE OF NEGATIVE ACTION:

The City of Pleasant Hill will not have representation as the seat will become vacant.

CHILDREN'S IMPACT STATEMENT:

Not applicable
To: Board of Supervisors

From: Gayle B. Uilkema, District II Supervisor

Date: April 17, 2012

Subject: REAPPOINTMENT TO THE CONTRA COSTA COUNTY AVIATION ADVISORY COMMITTEE

RECOMMENDATION(S):

REAPPOINT the following person to the District II Seat of the Contra Costa County Aviation Advisory Committee for a three-year term with an expiration date of March 1, 2015, as recommended by Supervisor Uilkema:

Russell Roe 2121 Walnut Street
Martinez, CA 94553

FISCAL IMPACT:

None.

Action of Board On: 04/17/2012

VOTE OF SUPERVISORS

AYES 4  NOES  0
ABSENT 1  ABSTAIN  0
RECUSE  0

Contact: Jill Ray, 925-335-1046

cc: District 2 Supervisor, Maddy Book, Aviation Advisory Committee

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

ATTESTED: April 17, 2012

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

By: Carrie Del Bonta, Deputy
To: Board of Supervisors

From: Gayle B. Uilkema, District II Supervisor

Date: April 17, 2012

Subject: REAPPOINTMENT TO THE CONTRA COSTA COUNTY AVIATION ADVISORY COMMITTEE

CONSEQUENCE OF NEGATIVE ACTION:

The seat will become vacant.

☐ APPROVE ☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ OTHER ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 04/17/2012

Clarks Notes:

☑ APPROVED AS RECOMMENDED ☐ OTHER

VOTE OF SUPERVISORS

AYES 4 NOES ☐

ABSENT ☐ ABSTAIN ☐

RECUSE ☐

Contact: Jill Ray, 925-335-1046

cc: District 2 Supervisor, Maddy Book, Aviation Advisory Committee

ATTESTED: April 17, 2012

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

By: Carrie Del Bonta, Deputy
BACKGROUND:

The Aviation Advisory Committee (AAC) was established by the Board of Supervisors 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 mandated to cooperate with local, state, and national aviation interests for the safe and orderly operation of airports; advance and promote the interests of aviation; and protect the general welfare of the people living and working near the airport and the County in general. The AAC may initiate discussions, observations, or investigations and may hear comments on airport and aviation matters from the public or other agencies in order to formulate recommendations to the Board. In conjunction with all of the above, the Aviation Advisory Committee provides a forum for the Director of Airports regarding policy matters at and around the airport.

The AAC is composed of 11 members who must be County residents: 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; and 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 for AAC seats are three years ending each March 1.

Mr. Roe has done an excellent job in his role as a Committee Member and Supervisor Uilkema would like to reappoint him for another term.

The bylaws for the Aviation Advisory Committee state that appointees must live or work in Contra Costa County, there is no requirement that appointees must reside within the Supervisorial District in which they are appointed. Due to redistricting, Mr. Roe now lives within Supervisorial District V.

CHILDREN'S IMPACT STATEMENT:

None.
Print Agenda Item Request

To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: April 24, 2012

Subject: ACCEPT Federal Aviation Administration Grant Funding for Byron Airport Pavement, Signage and Lighting Enhancements

RECOMMENDATION(S):

AUTHORIZE the Director of Airports, or designee, to submit an Airport Improvement Program (AIP) grant application to both the Federal Aviation Administration (FAA) and the California Department of Transportation-Division of Aeronautics (Caltrans) for approximately $600,000 and $15,000, respectively, to perform pavement maintenance on all the airfield, perform minor reconstruction on a portion of the ramp, and upgrade signage and lighting at Byron Airport (District III).

APPROVE and AUTHORIZE the Chair of the Board of Supervisors to sign a Statement of Acceptance with the Federal Aviation Administration for grant funds to perform environmental analysis, design, engineering and maintenance/reconstruction of various pavements at Byron Airport in the amount of approximately $600,000.

APPROVE and AUTHORIZE the Director of Airports, or designee, to sign an acceptance of funds under the California Aid to Airports Program Grant Agreement-Federal AIP Matching Funds grant

APPROVE

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 04/24/2012

Clerks Notes:

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

ATTESTED: April 24, 2012

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

By: Carrie Del Bonta, Deputy

VOTE OF SUPERVISORS

AYES 4
NOES
ABSENT 1
ABSTAIN
RECEIVE

Contact: Beth Lee, (925) 646-5722

cc:
To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: April 24, 2012

Subject: ACCEPT Federal Aviation Administration Grant Funding for Byron Airport Pavement, Signage and Lighting Enhancements

program to perform environmental analysis, design, engineering and maintenance/reconstruction of various pavements at Byron Airport in the amount of approximately $15,000.

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

Action of Board On: 04/24/2012

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES
ABSENT 1 ABSTAIN
RECUSE

Contact: Beth Lee, (925) 646-5722

cc:

ATTESTED: April 24, 2012

By: Carrie Del Bonta, Deputy
FISCAL IMPACT:

There is no impact on the County General Fund. The total project amount will be approximately $666,667. Approximately 90% or $600,000 will be from the FAA, approximately 2.25% or $15,000 will be from Caltrans, and approximately 7.75% or $51,667 will be from the Airport Enterprise Fund.

BACKGROUND:

This FAA grant funding request is consistent with the Byron Airport Master Plan adopted by the Board of Supervisors on June 14, 2005. The adopted Airport Master Plan includes runway, taxiway and ramp maintenance activities plus signage and lighting enhancements. The pavement is about 18 years old and is in need of pavement repairs, upgrading to more energy efficient LED lighting and signage enhancements.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not receive the FAA Grant funding necessary to maintain the airfield, perform minor reconstruction on portions of the ramp, and install signage and lighting improvements on the Airport.

CHILDREN'S IMPACT STATEMENT:

Not Applicable
To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: April 24, 2012

Subject: ACCEPTANCE & Giving Notice of Completion of Contract for Buchanan Field Airport Security Upgrades, Project No. 4855-4690-SAS-6X5382

☑ APPROVE
☑ RECOMMENDATION OF CNTY ADMINISTRATOR
☑ APPROVED AS RECOMMENDED
☑ OTHER

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 04/24/2012

Clerks Notes:

VOTE OF SUPERVISORS

AYES 4 NOES
ABSENT 1 ABSTAIN
RECUSE

Contact: Kevin Emigh, (925) 313-2233

cc: J. Dowling, Design/Construction, P. Denison, Finance, Contractor

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

ATTESTED: April 24, 2012

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

By: Carrie Del Bonta, Deputy
<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>The project sponsor exercised their option to terminate the lease on April 26, 2012.</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>Project is substantially complete.</td>
</tr>
</tbody>
</table>