

**Contra Costa County  
Aviation Advisory Committee  
Meeting Agenda  
550 Sally Ride Drive, Concord  
Thursday, February 12, 2015, 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 (844) 359-8687 at least 24 hours in advance.*

*Any disclosable public records related to this meeting are available for public inspection at the Director of Airports Office, 550 Sally Ride Drive, Concord, during normal business hours.*

- 1. Roll Call**
- 2. Opening Comments by Chair**
- 3. Public Comment Period**
- 4. Approval of Minutes (January 2015)**
- 5. Consider Consent Items**
  - a. Airport Noise Report & Statistics Report (December)
  - b. 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. Review draft letter to pilots/airport managers regarding aerobatic box training
  - c. Airport Security and Staffing Issues
  - d. New Westside Airport Sign
  - e. AAC positions due to expire March 2015
  - f. Staff Changes/New Hires
  - g. Economic Development Incentive Program Update
  - h. Airport Website Update
- 8. Updates and Announcements**
  - a. Airport Committee Update
  - b. What is Happening at Buchanan Field & Byron Airports/Other Airports
  - c. Airport Land Use Commission (ALUC) Update
  - d. AAC Announcements
  - e. Airport Staff Announcements
- 9. Future Agenda Items**
- 10. Adjourn**

**Next AAC Meeting (Tentative): March 12, 2015 at 10:00 am  
Next Airport Committee Meeting (Tentative): March 9, 2015 at 10:30 am**

Aviation Advisory Committee

ATTENDANCE ROSTER FOR 2015

AAC Members	Representing	Contact Information	Jan 08	Feb 12	Mar 12	Apr 09	May 14	Jun 11	Jul 09	Aug 13	Sep 10	Oct 08	Nov 12	Dec 10	Total # Abs
Rudi Raab	District 1	<a href="mailto:rudi.julie@aol.com">rudi.julie@aol.com</a>	Y												
Mike Bruno	Airports Bus. Assoc.	<a href="mailto:michael@sterlingav.com">michael@sterlingav.com</a>	Y												
DeWitt Hodge	Member at Large	<a href="mailto:dewitt.hodge@comcast.net">dewitt.hodge@comcast.net</a>	Y												
Ronald Reagan	District 3	<a href="mailto:ron@rmsea.com">ron@rmsea.com</a>	Y												
Derek Mims	City of Pleasant Hill	<a href="mailto:derekmims@hotmail.com">derekmims@hotmail.com</a>	Y												
Russell Roe	District 5	<a href="mailto:russroe@pacbell.net">russroe@pacbell.net</a>	ABS												
Keith McMahon	City of Concord	<a href="mailto:keithcmcmahon@gmail.com">keithcmcmahon@gmail.com</a>	Y												
Roger Bass	District 2	<a href="mailto:twofivexray@yahoo.com">twofivexray@yahoo.com</a>	Y												
Ed Young	Member at Large	<a href="mailto:edyoung94@comast.net">edyoung94@comast.net</a>	Y												
Tom Weber	District 4	<a href="mailto:tr-weber@sbcglobal.net">tr-weber@sbcglobal.net</a>	Y												
Tina Dodson	DVC	<a href="mailto:tdodson@dvc.edu">tdodson@dvc.edu</a>	-												

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

**DRAFT**

**CONTRA COSTA COUNTY  
AVIATION ADVISORY COMMITTEE  
MINUTES OF MEETING  
January 8, 2015**



**MEETING CALLED:** Chair Mike Bruno called the meeting to order at 10:01 am at the Director of Airports Office.

**PRESENT:** Roger Bass, District II  
Mike Bruno, Chair, CCC Airports Business Association  
DeWitt Hodge, Member at Large  
Keith McMahon, City of Concord  
Derek Mims, City of Pleasant Hill  
Rudi Raab, District I  
Ronald Reagan, District III  
Tom Weber, Vice Chair, District IV  
Ed Young, Secretary, At-Large 1

**ABSENT:** Russell Roe, District V

**STAFF:** Keith Freitas, Director of Airports  
Beth Lee, Assistant Director of Airports  
Natalie Olesen, Administrative Analyst

**OPENING COMMENTS  
BY CHAIR:** Mike Bruno welcomed those in attendance and asked for introductions.

**PUBLIC COMMENT  
PERIOD:** None

**APPROVAL OF  
MINUTES:** Moved by Tom Weber; seconded by Derek Mims. Approved unanimously. Yes: Roger Bass, Mike Bruno, DeWitt Hodge, Derek Mims, Ronald Reagan, Tom Weber and Ed Young. No: None. Abstained: Keith McMahon and Rudi Raab. Absent: Russell Roe.

**APPROVAL OF  
CONSENT ITEMS:** Moved by Tom Weber; seconded by Roger Bass. Approved unanimously Yes: Roger Bass, Mike Bruno, DeWitt Hodge, Keith McMahon, Derek Mims, Rudi Raab, Ronald Reagan, Tom Weber and Ed Young. No: None. Abstained: None. Absent: Russell Roe.

## **PRESENTATION/SPECIAL REPORTS –**

### **a. Byron Airport and Buchanan Field Construction Projects 2015**

#### **1. Byron Airport**

- Pavement rejuvenation and airfield signage project
  - Project includes stripping the markings, resealing the pavement, painting new markings and installing new airfield signs.
  - Estimated project will take 45 days
  - We have applied for Federal Aviation Administration (FAA) funding in 2015
  - Plan on doing bid in early 2015 and anticipate doing the project later in the year
  - Winds could close Airport during construction

The funding and status of the Byron Airport runway extension was questioned. Airport responded that the FAA requires that Airports demonstrate an existing demand before they will support this type of project. Airport staff is currently working on providing this analysis.

#### **2. Buchanan Field**

- Top priority is the East Ramp hangar pavement and drainage corrections
  - Project will cost approximately \$1.3 million
    - Project is FAA grant eligible but not a priority so the funds will come out of the Airport Enterprise Fund
  - There is flexibility in the project timing
  - Lyme treating process can take six (6) to eight (8) weeks to dry sub base.
  - Tenants may be out of the hangars for several months; anticipate abating rent during that time.
    - The AAC asked where the tenants would be moved to during the East Ramp work. Airport staff responded that there is available space in the tie-downs, transient ramp, and other areas (plus Byron Airport if that is preferred/convenient choice).
- Fiscal Year 16/17: Taxiway Echo lighting and pavement to complete and Taxiway Kilo pavement. Supported by the FAA.
- Fiscal Year 18/19: Runways 32R/14L complete overlay anticipated; eligible and supported by the FAA

It was asked if the East Ramp hangars were painted. Response was that the cost increased significantly (estimated at \$450,000, actual \$1,500,000) due to lead abatement; tenants prioritized the pavement work.

- The East Ramp hangars are a shell and can last a long time and that it may be more cost effective to re-skin them versus painting.
- Looking at creative opportunities to increase the number of hangars, like providing land for portable tenant hangars.
- Duane Allen stated it would be better to have the hangar doors prioritized over painting.

The AAC asked that since the debt service has been paid off, what that money is being used for. This item will be added to a future meeting.

### **b. New Final Airport Video**

CCTV put the 1<sup>st</sup> video together.

Tom Weber commented that he likes the message of not taking money from the General Fund and giving back to the community while showing diversity and strengths of each airport. The AAC agreed that the video hit its target of showing off the two airports.

Suggestion was made to put the video on "You Tube".

## **DISCUSSION/ACTION ITEMS:**

### **a. Items Pulled from Consent**

None

### **b. Review Draft Letter to Pilots/Airport Managers Regarding Byron Area Aerobatic Box Training**

Keith Freitas gave a quick recap of the background:

- Community concern about aerobatics near an area of Brentwood.
- AAC direction was to put a letter out to tenants and other local airports to make them aware of issue.

Natalie Olesen related that aerobatic complaints are down in general.

- Letter was drafted and it will be refined and then sent to our tenants and to other local airports; color maps and charts will be attached.
  - Some of the airports that will receive the letter will include Livermore, New Jerusalem, Tracy, Palo Alto and others along the Bay.
- AAC was asked to take a look at the letter and give any feedback/comments before finalizing.
- AAC members were asked to send comments to Airport staff to incorporate and the letter will then be brought back to the next AAC meeting.
  - Change to the letter was requested in the second paragraph to "respectfully" requests ...

A community member asked how to get the "box" moved. The response was that it most likely would not happen as it's an airspace and logistics issue. The airspace is FAA jurisdiction.

Activity is further from community than perceived; but it is visible and audible and therefore deceiving. The perception from the ground is that the activity is closer than it actually is.

Recommendations were made:

1. For the AAC representative to take this item to their respective representative groups to bring this item to them to provide further outreach and information dissemination.
2. Move the Byron meeting up in order to get local feedback after the letter goes out; invite those who were at the Byron Meeting.
3. Might be a good time to get press/media to help get word out.
  - Need to be careful because if you highlight a noise issue it could become a bigger noise issue.

What is difficult about this whole issue is that activity is not associated with Byron Airport.

- Livermore Airport has the largest aerobatic school in the area.

**c. AAC Protocol**

Mike Bruno reported that after the Byron AAC Meeting it was determined that there needed to be some meeting protocol established.

- In order to have process and information disseminated in a more organized manner the following protocol will be used:
  - Chair will introduce an agenda item and then hand off to the subject matter expert to provide background and details.
  - The Chair will then provide time for questions and responses; starting in an orderly manner of AAC members.
  - The item will then be opened for public comment.
  - The AAC members will then have a chance to ask clarifying questions; the Chair will recognize each member prior to their question.
  - The Chair will close the public comment period and the matter will be referred back to the AAC for discussion/action.
- Want to make sure that the protocol is not so rigid that it will not allow for interactive discussion in the matter; members just need to be recognized by the Chair before they speak.

**d. New Airport Video – “How to Become a Pilot”**

- The next video will focus on becoming a pilot.
- Working with stakeholders at both airports to be involved.
  - Pilot clubs/Associations and flight schools have been asked to participate.
- Stakeholders will help determine subject matter and information to be disseminated in video.
- Will include other groups that work with youth and others to highlight their programs.
- Goal is to show how diverse the topic is; any person can do it and here’s how you can go about getting there.

**e. AAC Positions Due to Expire March 2015**

- Asking those with terms expiring to be proactive if they desire to be reappointed.
- Two (2) solicitations have gone out for the At-Large position whose term expires on March 1, 2015; no one has yet applied.
- Board Member representatives will have their Supervisor’s staff process the Board Orders for approval of the appointments.
- At-Large positions will have candidates interviewed by the Internal Operations Committee; their staff will process the Board Orders for the appointment.
- Diablo Valley College, the City of Concord and City of Pleasant Hill will submit letters for their representative appointments to Airport staff who will then process the Board Orders.
- Members can only hold over for 60 days after their term expires.

**f. Staff Changes**

- Number of active staff has declined over the last few years and is now down to a staff of 10 (from peak of 18).
- Announced Natalie Olesen’s promotion to Administrative Analyst.

- Jake Allred will be coming to our division for community relations/environmental component.
  - Working to hire a new clerical and operations staff.
  - Will be reevaluating work programs for administration staff and will let stakeholders know if there are any changes.
  - Also looking to fill three (3) operation staff positions.
- g. E-Pay System**
- Announced that the Airports finally have an E-Pay System.
  - 2.25% surcharge for credit card payments.
  - No charge for debit/bank payment.
- h. New Marketing Mugs**  
Distributed newest marketing element; the Airport mugs.

## **UPDATES/ANNOUNCEMENTS**

- a. Airport Committee Update**  
None
- b. What is happening at Buchanan Field & Byron Airports/Other Airports**
- Parcel C has gone out for solicitation and Airport staff is now trying to move forward.
    - Parcel is in both the County and City of Concord.
    - A tax share agreement needs to be negotiated; been trying for 10 years but City of Concord staff turnover has been an issue.
  - ARFF truck analysis is not yet complete.
- c. Airport Land Use Commission (ALUC) Update**  
Tom Weber reported:
- He has nominated Ronald Reagan to be his proxy on the ALUC.
  - The Sustainable Farm is under the ALUC's consideration; will come back to ALUC as a study session.
- d. AAC Announcements**  
AAC members, particularly those who represent East County, were asked to get word out to parties to apply for soon to be vacant AAC At-Large Position.
- e. Airport Staff Announcements**  
Airport staff was asked about status of Byron Utility Analysis. Airport staff responded it helped staff to determine remaining capacity and to understand options for the future.

## **FUTURE AGENDA ITEMS/COMMENTS**

- Dewitt Hodge commented that he had spoken to a pilot, who lives in Walnut Creek, about why he has his experimental aircraft based at Livermore Airport. The pilot's response was that he did not want to be at Buchanan Field or the Byron Airport because it was too restrictive.
  - Dewitt also commented that he believes there is a large experimental aircraft group at the County Airports and he questioned what the airports could do to assist them.

- Mike Bruno commented that this issue is being discussed by the Economic Development Incentive Program.

**ADJOURNMENT:** The meeting was adjourned by the Chair at 11:40 am.



FINAL

**CONTRA COSTA COUNTY  
AVIATION ADVISORY COMMITTEE  
MINUTES OF MEETING  
October 9, 2014**



**MEETING CALLED:** Chair Mike Bruno called the meeting to order at 10:00 am at the Byron Airport Office.

**PRESENT:** Roger Bass, District II  
Mike Bruno, Chair, CCC Airports Business Association  
DeWitt Hodge, Member at Large  
Derek Mims, City of Pleasant Hill  
Ronald Reagan, District III  
Tom Weber, Vice Chair, District IV  
Ed Young, Secretary, At-Large 1

**ABSENT:** Janet Kaiser, Diablo Valley College  
Keith McMahon, City of Concord  
Rudi Raab, District I  
Russell Roe, District V

**STAFF:** Keith Freitas, Director of Airports

**OPENING COMMENTS  
BY CHAIR:**

None

**PUBLIC COMMENT  
PERIOD:**

Jim Gwerder working with the Mariposa Energy Project commented that the plant is running, they are having no issues and things are going well. Tom Weber questioned what percent of the time the plant is running. Jim responded that he did not know.

**APPROVAL OF  
MINUTES:**

Tom Weber motioned to have the minutes amended to reflect which members expressed concerns and those that voiced their opinions during the meeting; seconded by Ronald Reagan. Approved unanimously. Yes: Roger Bass, Mike Bruno, DeWitt Hodge, Derek Mims, Ronald Reagan, Tom Weber and Ed Young. No: None. Abstained: None. Absent: Janet Kaiser, Keith McMahon, Rudi Raab, and Russell Roe.

Moved to approve amended minutes by Ronald Reagan; seconded by Derek Mims. Approved unanimously. Yes: Roger Bass, Mike Bruno, DeWitt Hodge, Derek Mims, Ronald Reagan, Tom Weber and Ed Young. No: None. Abstained: None. Absent: Janet Kaiser, Keith McMahon, Rudi Raab, and Russell Roe.

**APPROVAL OF  
CONSENT ITEMS:**

Moved by Tom Weber; seconded by Derek Mims. Approved unanimously. Yes: Roger Bass, Mike Bruno, DeWitt Hodge, Derek Mims, Ronald Reagan, Tom Weber and Ed Young. No: None. Abstained: None. Absent: Janet Kaiser, Keith McMahon, Rudi Raab, and Russell Roe.

**PRESENTATION/SPECIAL REPORTS – Aviation Advisory Committee (AAC) Tenant Recognition Award**

Ron Reagan presented the AAC Tenant Recognition Award to Randy Howell, founder/owner and director of the Patriot Jet Team Foundation, for their work with the local schools and at the Byron Airport.

**DISCUSSION/ACTION ITEMS:**

**a. Items Pulled from Consent**  
None

**b. Byron Area Aerobatic Box Noise Complaints**

Mike Bruno commented that he had invited an aerobatic pilot to attend the meeting but the pilot had been called out of state to do an interview with the FAA.

- The aerobatic practice area is designed for use by any aerobatic pilot.
- Most of the aerobatics being performed are from the Livermore Airport as they have an aerobatic flight school.
  - There may be a few pilots from Buchanan Field and Byron Airports that utilize that box.
- The problem is the Airports' themselves do not have jurisdiction over that airspace and do not have the ability to regulate it.
  - Jurisdiction of airspace belongs to the Federal Government or FAA.
- Although the pilots at both Buchanan Field and Byron Airports can be educated about the closeness and proximity to the residential areas; the Airports do not have any oversight with pilots from other airports.
- An awareness campaign was proposed for Buchanan Field and Byron Airports.
  - As a courtesy, the campaign should be extended to the Livermore Airport so they are also aware of the community concerns being brought to Airport staff's attention.

Motion was made to draft a letter advising Buchanan Field and Byron Airport tenants of the aerobatic flight concerns being expressed by community members adjacent to the aerobatic practice area near Brentwood; additional letters advising nearby airports of the community concerns will also be sent. **Moved by Derek Mims, seconded by Ed Young. Approved**

unanimously. Yes: Roger Bass, Mike Bruno, DeWitt Hodge, Derek Mims, Ronald Reagan, Tom Weber and Ed Young. No: None. Abstained: None. Absent: Janet Kaiser, Keith McMahon, Rudi Raab, and Russell Roe.

**c. Byron Airport General Plan Land Uses**

A brief update was given as this item had been previously discussed.

- The Byron Airport General Plan Land Use issue was discussed at the last Airport Committee meeting.
- The item is progressing through the process.
- Department of Conservation and Development (DCD) staff specifically heard the comments about making the opportunities for development at Byron Airport similar to what is already established at Buchanan Field.
- Will take several months to go through the process and could take a year to a year and a half to finish out the environmental component.

**d. Economic Development Working Group Update**

A brief overview was given on the purpose of the Economic Development Working Group.

- Currently pulling all the ideas together that have been discussed together
  - i. Some of the suggestions include:
    - Lowering rates and amending leases for aviation businesses
    - Lower rates for tiedown/hangar tenants
    - Finding ways to bring more pilots and the community to the airports.
- Items will be prioritized for each airport and those lists will then go through the AAC and the Airport Committee.

**e. Fiscal Year 2013/14, 100% Budget Review**

Keith Freitas gave a brief overview of the final Fiscal Year 2013/14 budget.

- Revenues exceed budgeted expectations and expenses came in well below budget.

## **UPDATES/ANNOUNCEMENTS**

**a. Airport Committee Update**

Airport Committee met in September.

- Primary discussion was the Byron General Plan Amendment for Byron Airport.

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

Ed Young asked about getting a new Airport Rescue and Fire Fighting (ARFF) truck or fire suppression for Byron Airport as the current ARFF truck is getting pretty old.

- One of the Operations Leads is doing a cost analysis on whether the ARFF truck should be replaced, refurbished, or disposed of.
  - If the Byron Airport ARFF truck is disposed of the second ARFF truck at Buchanan Field could be moved to Byron Airport.

- The analysis should be complete by the end of the year.

**c. Airport Land Use Commission (ALUC) Update**

Next meeting scheduled for late October early November.

- The sustainable farm in the field across Highway 4 from Buchanan Field Airport, on Sanitary District land, is on the agenda.

**d. AAC Announcements**

- Mike Bruno, Tom Weber and Supervisor Mitchoff's office have been working to get some consistent representation for Diablo Valley College.

**e. Airport Staff Announcements**

AAC was asked to adjourn the meeting in memory of Robert Gray who was a long time pilot/tenant of Buchanan Field Airport.

**FUTURE AGENDA ITEMS**

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

# Noise Abatement Statistics

## December 2014

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2014	2014	2013	2014	2013	
<b>TOTAL NUMBER OF COMPLAINTS</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>81</b>	<b>60</b>	<b>35%</b>
<b>LOCATION OF COMPLAINTS</b>						
Concord	0	0	1	8	16	-50%
Pleasant Hill	0	0	0	29	16	81%
Pacheco	1	1	1	20	6	233%
Martinez	0	0	1	12	10	20%
Byron	0	0	0	0	0	0%
Other	1	1	0	11	11	0%
Subtotal	2	2	3	80	59	36%
Special Events	0	0	0	1	1	0%
<b>Total Number of Complaints</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>81</b>	<b>60</b>	<b>35%</b>
<b>COMPLAINTS ASSOCIATED WITH</b>						
Buchanan Field Airport		1	2	61	46	
Byron Airport		0	0	0	0	
Law Enforcement/Lifeguard Lights		1	1	4	2	
Non-associated		0	0	16	12	
<b>TIME OF INCIDENT</b>						
Day (0700 - 1700)		2	3	61	38	
Evening (1700 - 2200)		0	0	9	6	
Night (2200 - 0700)		0	0	4	7	
All Times		0	0	7	9	
<b>TYPE OF COMPLAINT</b>						
Noise		1	0	34	22	
Low Flying		0	0	10	14	
Noise and Low Flying		1	1	24	18	
Too Many Aircraft		0	1	6	5	
Other		0	1	7	2	
<b>TYPE OF AIRCRAFT</b>						
Jet		0	0	9	15	
Propeller		1	2	46	22	
Helicopter		1	0	15	12	
All Types		0	1	8	6	
Unknown		0	0	3	4	
	0	0	0	0	0	
	0	0	0	0	0	
<b>TOTAL AIRCRAFT OPERATIONS</b>		<b>5,917</b>	<b>7,634</b>	<b>105,144</b>	<b>89,922</b>	<b>17%</b>
<b>COMPLAINTS PER 11,000 OPERATIONS</b>		<b>4</b>	<b>5</b>	<b>11</b>	<b>9</b>	<b>26%</b>
<b>COMPLAINTS PER 11,000 OPERATIONS - BUCHANAN ONLY</b>		<b>2</b>	<b>3</b>	<b>8</b>	<b>7</b>	<b>23%</b>

Feb - 2 complaints - Aerobatics over residential area  
 2 complaints - Pleasant Hill Residence off end of Runway near DVC  
 2 complaints - News Helicopters  
 Mar - 1 Complaint PG&E helicopter  
 Apr - 1 complaint - Aerobatics over residential area  
 2 complaints - from two individuals at same residence in Pacheco  
 May - 1 complaint News Helicopter  
 1 - complaint - training operations after 10:00 pm  
 Aug - 1 complaint Alamo  
 Sept - 1 complaint from Danville  
 2 complaints - Helicopter doing aerial photography

Sept. Continued      1 complaint - Pacheco resident (same as April)  
                                  1 complaint - Sheriff's helicopter  
                                  1 - Jet Aircraft doing maintenance runups after 10:00 pm  
 Nov - 1 Complaint from UH1 helicopter  
 Dec - 1 Complaint Aircraft doing aerial photography

# Contra Costa County Airports Monthly Operations Report

**December 2014**

	December 2014	December 2013	YTD 2014	YTD 2013	% CHANGE 2013/2014
<b>AIRCRAFT OPERATIONS</b>					
Total Operations	5,917	7,634	105,144	89,922	17%
Local Operations	3,489	4,074	57,660	44,116	31%
Itinerant Operations	1,619	2,753	37,087	33,090	12%
Total Instrument Ops	669	601	7,849	7,091	11%
<b>FUEL FLOWAGE</b>					
100 LL Octane	11,066	15,241	226,160	229,532	-1%
Jet Fuel	43,557	48,962	660,270	639,187	3%
Total	54,623	64,203	886,430	868,719	2%
<b>BYRON INFORMATION</b>					
Byron Fuel	2,172	2,690	40,479	34,144	19%
<b>SKYDIVERS</b>					
Number of Flights	48	108	1,605	1,625	-1%
Experienced Jumps	431	1,884	13,784	17,975	-23%
First Time Jumps	82	144	2,904	2,800	4%
Student Jumps	46	24	445	503	-12%

\* 2014 Byron Jet A - 46,933 for year (Byron Jet Center and Bay Area Skydiving)

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

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

- January 20, 2015*      *APPROVE and AUTHORIZE the Director of Airports, or designee, to negotiate a ground lease and development terms between the County, as Landlord, and TDI Automotive Group, as the developer, for approximately 4.5 acres of land on the northwest corner of Marsh Drive and Solano Avenue at the Buchanan Field Airport.*
- January 20, 2015*      *APPOINT Tina Dodson as the Diablo Valley College (DVC) representative to the Aviation Advisory Committee as recommended by the DVC President.*
- January 20, 2015*      *APPROVE Appropriation and Revenue Adjustment No. 5039 in the amount of \$30,000 for the reduction of commercial tenant revenue due to a lower revenue stream when a commercial property reverted back to the County Airports and subsequent reduction to anticipated expenditures.*



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: January 20, 2015

Subject: Authorization to Negotiate Ground Lease & Development Terms for Approximately 4.5 Acres of County-Owned Land at the Buchanan Field Airport

**RECOMMENDATION(S):**

AUTHORIZE the Director of Airports, or designee, to negotiate a ground lease and development terms between the County, as Landlord, and TDI Automotive Group, as the developer, for approximately 4.5 acres of land on the northwest corner of Marsh Drive and Solano Avenue at the Buchanan Field Airport.

**FISCAL IMPACT:**

There is no negative impact on the General Fund. The Airport Enterprise Fund could realize lease and other revenues. The County General Fund could realize sales tax and other revenues if a lease and an agreement for the apportionment of tax revenues with the City of Concord are successfully negotiated.

**BACKGROUND:**

On November 20, 2014, the Contra Costa County Public Works – Airports Division received a letter of interest from a private party to develop a commercial use on the approximately 4.5 acre project on the subject site.

APPROVE

OTHER

RECOMMENDATION OF CNTY  
ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: 01/20/2015  APPROVED AS  
RECOMMENDED

OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE: John Gioia, District I Supervisor
- Candace Andersen, District II Supervisor
- Mary N. Piepho, District III Supervisor
- Karen Mitchoff, District IV Supervisor
- Federal D. Glover, District V Supervisor

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

ATTESTED: January 20, 2015

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

By: Stephanie L. Mello, Deputy

Contact: Beth Lee, (925) 681-4200

cc:



**BACKGROUND: (CONTD)**

The development site is approximately 4.5 acres of land owned by the County and located on the northwest corner of Marsh Drive and Solano Avenue on the north side of Buchanan Field Airport. The parcel is designated for non-aviation use on the Buchanan Field Master Plan. The parcel is under the jurisdiction of the Buchanan Field Airport and is partially (approximately 20%) within the unincorporated County and the balance (approximately 80%) is within the City of Concord.

In accordance with prior discussions with the Federal Aviation Administration's (FAA) Airports District Office (ADO) regarding development at Buchanan Field, the County notified existing commercial tenants at Buchanan Field and Byron Airport and placed an advertisement in the regional newspaper to solicit other competitive interest in the property. The development solicitation letter and publication provided a response deadline of December 22, 2014, for all competitive interests in the approximate 4.5 acre parcel to be submitted to the County Airport Office. The County did not receive any additional letters of interest to develop this property.

Consistent with the master developer selection process that was approved by the Board of Supervisors on May 23, 2006, projects without a competitive interest are to proceed with the traditional environmental review and lease development processes. The commercial development project will be presented to the Aviation Advisory Committee, the Airport Committee, and any other party as deemed relevant to enhance community relations and collaborative relationships.

Unless and until a final lease agreement is fully executed by all parties, this Board Order, any draft lease agreement, other communications or conduct of the parties shall have absolutely no legal effect, may not be used to impose any legally binding obligation on the County and may not be used as evidence of any oral or implied agreement between the parties or as evidence of the terms and conditions of any implied agreement.

Development of this 4.5 acre vacant parcel for commercial use would expand economic development activity at Buchanan Field Airport and lead to increased revenues to the Airport Enterprise Fund. This development will also facilitate the growth and development as identified in the adopted Buchanan Field Airport Master Plan. A business proposal must be consistent with the Airport Master Plan and General Plan for consideration.

**CONSEQUENCE OF NEGATIVE ACTION:**

Delay in initiating the developer selection process will result in a delay of developing vacant land at Buchanan Field Airport and may negatively impact the Airport Enterprise Fund and County General Fund.

**CHILDREN'S IMPACT STATEMENT:**

Not Applicable



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: January 20, 2015

Subject: Diablo Valley College Appointment to the Aviation Advisory Committee

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**RECOMMENDATION(S):**

APPOINT Tina Dodson as the Diablo Valley College (DVC) representative to the Aviation Advisory Committee as recommended by the DVC President.

Tina Dodson  
321 Golf Club Rd.  
Pleasant Hill, CA 94523

**FISCAL IMPACT:**

No Fiscal Impact.

**BACKGROUND:**

On January 2015, Diablo Valley College sent a letter, attached, nominating Tina Dodson as their representative on the Aviation Advisory Committee (AAC). Ms. Dodson will complete the term vacated by Janet Kaiser and would begin serving as DVC's representative to the Committee immediately upon appointment by the Board of Supervisors and would serve until March 1, 2016.

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APPROVE

OTHER

RECOMMENDATION OF CNTY  
ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: 01/20/2015  APPROVED AS  
RECOMMENDED

OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II  
Supervisor  
Mary N. Piepho, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor  
Federal D. Glover, District V  
Supervisor

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

ATTESTED: January 20, 2015

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

By: June McHuen, Deputy

Contact: Beth Lee, (925) 681-4200

cc:

**CONSEQUENCE OF NEGATIVE ACTION:**

DVC will continue to not have representation on the Aviation Advisory Committee.

**CHILDREN'S IMPACT STATEMENT:**

Not Applicable.

**ATTACHMENTS**

DVC Appointment



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: January 20, 2015

Subject: Appropriation Adjustment for Public Works Airport for Reduction of Commercial Tenant Revenue

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**RECOMMENDATION(S):**

**APPROVE** Appropriation and Revenue Adjustment No.5039 in the amount of \$30,000 for the reduction of commercial tenant revenue due to a lower revenue stream when a commercial property reverted back to the County Airports and subsequent reduction to anticipated expenditures.

**FISCAL IMPACT:**

There will be no impact to the General Fund.

**BACKGROUND:**

On October 6, 2014, the lease for HG Limited terminated and the property reverted back to the County Airports. Rental income was estimated for the property in the budget and due to the downturn in the economy; this anticipated amount will no longer be realized. As a result of this loss of revenue, expenditures will also be reduced.

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APPROVE

OTHER

RECOMMENDATION OF CNTY  
ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

---

Action of Board On: 01/20/2015  APPROVED AS  
RECOMMENDED

OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Mary N. Piepho, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: January 20, 2015

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

By: Stephanie L. Mello, Deputy

Contact: Beth Lee, (925) 681-4200

cc:

**CONSEQUENCE OF NEGATIVE ACTION:**

Appropriation adjustments will not occur and the Airport Enterprise Fund budget will reflect overstatement of revenues and expenses and budget estimates will not be accurately reflected.

**CHILDREN'S IMPACT STATEMENT:**

Not Applicable

**ATTACHMENTS**

AP005039

November 13, 2014

To All Airport Tenants:

Airport staff needs your help! Over the last several months Airport staff has received an increased number of calls from concerned citizens regarding aerobatic maneuvers in the Antioch and Brentwood areas (see attached map). As many of you are aware, the areas of Brentwood and Antioch are growing and many of the new housing communities are moving into what was once considered open space.

In order to balance the concerns of the community with the needs of the aviation transportation system, Airport staff respectfully requests that pilots be as good of a neighbor as possible by not performing aerobatics in close proximity to these growing communities. As an alternative, Airport staff suggests utilizing the designated aerobatic practice areas at either the Tracy Municipal or New Jerusalem Airports.

Please call me at (925) 681-4200, should you have any questions regarding this letter.

Sincerely,

Keith Freitas  
Director of Airports

**Economic Development Incentive Program  
Project/Program Priorities  
Revised 1/15/2015**

**General Stakeholder Priorities:**

Runway extension at Byron Airport  
 Jet A fuel facility at Byron Airport  
 Signage improvements (electronic sign at Diamond & Concord and at major entrances to Buchanan Field)  
 Communication enhancements (between Airports staff and stakeholders plus information provided to general public like adding frequently asked questions section to the website)  
 Aesthetic Improvements at Buchanan Field (removal of dilapidated buildings/aircraft, landscaping, fencing, ramps and the like to improve 'curb appeal')  
 Social media and functions (free wifi, fly-ins, landing contests, etc.)

**Airports Division Priorities  
By Investment Type and Implementation Time Frame**

**Direct Investment (Funding Impact)**

**Short Term (Within 5 Years):**

Incentive/Bonus Discounts  
 Lowering County hangar Rates  
 Modify Portable Hangar Ground Lease Term - Byron  
 Dedicated Aircraft Display Area By Air Traffic Control Tower or Clubhouse - Buchanan Field  
 Digital/electric sign at Concord/Diamond & Upgrade Signage at John Glenn/Concord  
 Improve John Glenn Drive  
 Improve Marketing & Public Relations To Combat Negative Perceptions  
 Find Ways to Bring Aviation & Non-Aviation People to the Airports  
 Expand Low Cost Hangar Options  
 Facilitate Growth of Byron Airport  
 Improve Landscape Maintenance (Airport Property)  
 Develop a BBQ Area at Byron & Buchanan Field  
 Keep Ramps & Taxiways Cleaner  
 Add Recreational Opportunities (like Bocce Court, Horseshoes, etc.) - Tenant v Tenant/Airport v Airport Competitions  
 East Ramp Taxiway Rehabilitation -- Buchanan Field  
 Jet A Fueling Facility -- Byron Airport  
 Marketing & Public Relations Program & Collateral Materials  
 Pavement, Signage & Light Enhancements -- Byron Airport  
 Improve General Signage (Visibility, Consistency & Standards)  
 Mogas at Buchanan Field

**Mid Term (5 to 10 Years):**

Improve Maintenance of Parking Lots, Curbs, Gutters, Fencing & Gates (Airport Property)  
 Remove Dilapidated Buildings (Airport Property)  
 Move or Remove Dilapidated &/or Abandoned Aircraft  
 Free WiFi Throughout Both Airports  
 Develop a Heart/Hub Building at Buchanan Field  
 Construct a New Office/Hangar Building at Byron  
 Sally Ride Drive North Connector -- Buchanan Field  
 East Ramp Hangar Painting/External Coating Improvements -- Buchanan Field  
 ARFF Truck Rehabilitation/Replacement -- Byron Airport

**Long Term (Beyond 10 Years):**

Air Traffic Control Tower Replacement -- Buchanan Field  
 Runway Extension -- Byron Airport  
 Sanitary Sewer Connection/Service -- Byron Airport  
 Domestic Water Connection/Service -- Byron Airport  
 Fire Protection Connection/Service Expansion -- Byron Airport

**Indirect Investment (No Funding Impact)**

**Short Term (Within 5 Years):**

Improve Communication (Airport/Tenants)  
 Dispel Perception of Growing Byron to Get Rid of Buchanan Field  
 Airport Staff Adopts a 'Can Do' Attitude & Eliminates Bureaucratic Obstacles  
 Airport Management Routinely Attending Club Meetings  
 Airport Management Having Regularly Scheduled Informal Meetings  
 Include a Question & Answer Forum on the Website  
 Expand Social Media Use

**Long Term (Beyond 10 Years):**

Easier/Better Connection to Public Transit