



Agenda

AIRPORTS COMMITTEE

September 11, 2019

10:00 A.M.

Director of Airports Office
550 Sally Ride Drive, Concord

Supervisor Diane Burgis, Chair
Supervisor Karen Mitchoff, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes)
3. Review and approve record of meeting for May 8, 2019
4. Receive an update from the Aviation Advisory Committee Chair (Maurice Gunderson)
5. Discuss progress regarding the Byron Airport General Plan Amendment (Will Nelson, Department of Conservation and Development)
6. Discuss the Airport Innovation and Business Attraction Program, Buchanan Field and Byron Airport
7. Discuss the new terminal, administration office and aircraft rescue and firefighting facility, Buchanan Field
8. Discuss Federal Aviation Administration grant funding and project timing for Runway 14L/32R pavement rehabilitation project, Buchanan Field
9. Discuss the 280-288 Buchanan Field Road property reversion back to the County
10. Discuss the Skyview Aviation lease to conduct maintenance and flight training services, Byron Airport
11. Discuss Kitty Hawk Aero's interest in constructing an aviation testing and assembly facility at Byron Airport
12. Airport Director's report (12.a-12.e)
 - a. 36-acre non-aviation development project, Byron Airport

- b. 3-acre business park development, Buchanan Field
 - c. 4.6-acre development, Buchanan Field
 - d. Proposed relocation of Confire Station 9 to Airport property, Buchanan Field
 - e. Release of 16-acres for non-aeronautical use, Buchanan Field
13. Review and recommend allocation of approximately \$450,000 from the Mariposa Community Benefit Fund to extend utilities and pave the A and B rows at the Byron Airport
 14. The next meeting is currently scheduled for Wednesday, November 13, 2019
 15. Adjourn

The Airports Committee will provide reasonable accommodations for persons with disabilities planning to attend Airports Committee meetings. Contact the staff person listed below at least 96 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Airports Committee less than 96 hours prior to that meeting are available for public inspection at 550 Sally Ride Drive, Concord, during normal business hours.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Keith Freitas, Committee Staff
Phone (925) 681-4200, Fax (925) 646-5731
keith.freitas@airport.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Review and approve record of meeting for May 8, 2019

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter: **Contact:** Beth Lee (925) 681-4200

Referral History:

Not applicable.

Referral Update:

Not applicable.

Recommendation(s)/Next Step(s):

Review and approve record of meeting for May 8, 2019.

Fiscal Impact (if any):

Not applicable.

Attachments

Airport Committee Minutes 5-8-19



Agenda

AIRPORTS COMMITTEE

May 8, 2019

11:00 A.M.

Director of Airports Office
550 Sally Ride Drive, Concord

Supervisor Diane Burgis, Chair
Supervisor Karen Mitchoff, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

Present: Diane Burgis, Chair
Karen Mitchoff, Vice Chair

1. Introductions

Vice Chair Supervisor Mitchoff welcomed the attendees.

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes)

There was no public comment.

3. Review and approve record of meeting for February 13, 2019 (Chair)

February 13, 2019 minutes were approved. Yes: Chair Supervisor Burgis and Vice Chair Supervisor Mitchoff, No: none; absent: None.

AYE: Chair Diane Burgis, Vice Chair Karen Mitchoff

Passed

4. Receive an update from the Aviation Advisory Committee Chair (Maurice Gunderson)

AAC Chair Maurice Gunderson gave an update on several airport related topics that included: airport noise outreach, non-aviation commercial development at Buchanan Field, Byron Airport General Plan Amendment (GPA), and proposed Byron Airport public viewing plaza.

5. Discuss progress regarding the Byron Airport General Plan Amendment (Will Nelson, Department of Conservation and Development)

Staff reported that the Administrative Draft of the Environmental Impact Report is out for County review; however, is deficient in several areas – most notably in the transportation and biological sections. Airport staff are considering reducing the list of desired land uses to those most likely to proceed in order to have more realistic and obtainable mitigation measures. This will likely delay the project approximately six months. County staff are planning to meet with consultant, Dudek, to discuss the discrepancies and the best ways to mitigate them.

6. Discuss resolution of crane height issues at Buchanan Field associated with Highway 4 project

In February, Air Traffic Control Tower staff became concerned when they noticed a large crane go up adjacent to Buchanan Field Airport. The crane is associated with the Highway 4 widening project. Being a safety concern, ATCT and Airport staff worked with the Federal Aviation Administration (FAA), Contra Costa Transit Authority, Caltrans and the contractors to successfully limit the maximum height of the crane so it did not impact airport operations during the two-year project.

7. Discuss JetSuiteX passenger traffic growth between 2016 and 2019

Airport staff presented a graph with JetSuiteX's passenger growth from 2016 to present. Staff reported JetSuiteX had their highest passenger count in the first two months of 2019. Staff continue to have discussions with JetSuiteX staff about adding new flight destinations from Buchanan Field Airport.

8. Discuss recent FAA grant funding issues related to Runway 14L/32R pavement rehabilitation project

The Board of Supervisors (Board) approved Airport staff to apply for a grant to pave and rehabilitate Runway 14L/32R at Buchanan Field Airport in December of 2016. Recently, there has been changes to FAA regulations which has created issues related to FAA funding and the runway project. Airport staff were notified by the FAA that they would be reducing portions of the runway project they would pay for, which would ultimately increase costs for the airports. Airport staff presented a lower cost alternative which the FAA found acceptable. The project has been delayed, but staff anticipate the project to begin towards the end of this year, or spring 2020.

9. Discuss new UAS (drone)/technology business activity at Buchanan Field and Byron Airports

Airport continues to market Buchanan Field and Byron Airports to various drone/technology businesses. A San Francisco based startup tech company is in the final stages of purchasing a building located on the west side at Buchanan Field Airport. Airport staff are putting a working group together to discuss new ways to market the airports to attract more drone/technology aviation businesses.

10. Discuss the State Water Quality Control Board Water Code Section 13267 Order WZ 2019-0005-DWQ for the Determination of the Presence of Per- and Polyfluoroalkyl (PFAS) Substances at Buchanan Field Airport

Airport staff were recently advised by the State Water Board via letter that firefighting foam, which is required by the FAA to be used at commercial service airports, contains Per and Polyfluoroalkyl substances (PFAS). The State Water Board has advised all commercial airports to produce a work plan which would include ground water analysis to determine the presence of PFAS. Unless granted an extension, airports must submit a work plan within 60 days of receipt of the letter, then a full analysis in six months. Staff are working with County Counsel and Mead & Hunt Associates to develop an initial investigation work plan.

11. Airport Director's Report (Items 11.a through 11.e)

36-acre non-aeronautical development project, Byron Airport

Airport staff are working with the developer and FAA to release 36-acres at Byron Airport from aviation to non-aviation use. Staff expects to submit the land release packet to the FAA around mid-June.

3-acre business park development, Buchanan Field

This parcel is located on the northeast corner of Marsh Drive and Sally Ride Drive at Buchanan Field Airport. The developers are anxious to break ground and are in the final stages of the environmental review process. They plan to break ground in June 2019, but that will ultimately depend on when the environmental review is complete, and permits are issued.

4.6-acre development, Buchanan Field

This property is located at the northwest corner of Marsh Drive and Solano Way. About 80% is within the City of Concord and 20% is within the County. There was not much to report other than developers, Deutscher and The Claremont Companies LLC, are in the beginning stages and are in the process of completing the geotechnical work. They expect to submit building plans to the City of Concord within the next couple of months.

Proposed relocation of Confire Station 9 to Airport property, Buchanan Field

Confire Station 9 is planning to relocate to airport property on the west side at Buchanan Field around Center Avenue and Willow Street. They are currently in the environmental review and entitlement processes and expect to be done by the end of the calendar year, with hopes of breaking ground next year.

Release of 17-acres for non-aeronautical use, Buchanan Field

This vacant property is located on the west side at Buchanan Field Airport. Airport staff are working closely with consultants Kimley-Horn and Associates on a land release proposal package for FAA approval to release the land for non-aviation use. On May 7th, the Board approved an Exclusive Negotiating Rights Agreement with Montecito Commercial Group to market the property, secure a tenant, undertake the environmental review, and develop the property.

12. Future agenda items

None specified.

13. The next meeting is currently scheduled for August 14, 2019

14. Adjourn

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Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Receive an update from the Aviation Advisory Committee Chair (Maurice Gunderson)

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter: Maurice Gunderson

Contact: Beth Lee (925) 681-4200

Referral History:

Not applicable.

Referral Update:

Not applicable.

Recommendation(s)/Next Step(s):

Receive an update from the Aviation Advisory Committee Chair (Maurice Gunderson).

Fiscal Impact (if any):

Not applicable.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Discuss progress regarding the Byron Airport General Plan Amendment (Will Nelson, Department of Conservation and Development)

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee (925) 681-4200

Referral History:

The Byron Airport Master Plan, adopted in 2005, identified a diversity of aviation and airport-related land uses for the long-term build-out of the airport. To fully implement the Airport Master Plan, it is necessary to adopt a General Plan Amendment (GPA) to allow for the range of contemplated land uses. The GPA requires an environmental review pursuant to the California Environmental Quality Act (CEQA).

In December 2012 the Board of Supervisors authorized the Department of Conservation and Development (DCD) to initiate a GPA for Byron Airport, to be funded from the Mariposa Community Benefits Fund. DCD staff is overseeing the project in collaboration with Airports Division staff.

In April 2015 DCD staff issued a Request for Proposals for the Byron Airport Development Program and CEQA analysis. Only two proposals were received, and only one was within the budget for the project as established at the time. That August the Board of Supervisors approved a \$180,545 contract between Contra Costa County and Dudek, Inc., to prepare a development scenario for Byron Airport and the environmental impact report (EIR) for the GPA.

At the April 2016 Airport Committee meeting there was a general discussion about the project. Staff and the Committee expressed dissatisfaction with the apparent lack of progress. In the weeks following the meeting, staff of DCD and Airports, and the consultant, had several discussions to determine why the environmental review was not proceeding as originally planned. The consultant indicated they were having difficulty formulating an acceptable project description, which forms the basis for the environmental review, because:

- The Airport Land Use Compatibility Plan (ALUCP) predates the 2005 Byron Airport

Master Plan and does not accurately reflect proposed aviation activities and proposed non-aviation development.

- The ALUCP policies for Byron Airport are overly restrictive compared to those for Buchanan Airport and relative to current guidance per the California Airport Land Use Planning Handbook published by Caltrans.

While ALUCPs generally do not apply to airports themselves, the 2005 Master Plan specifically states that the policies and regulations of the ALUCP are applicable to Byron Airport, thereby artificially limiting what can occur on the airport property. Staff and the consultant determined that the best way forward would be to expand the scope of the project to include updating the portions of the ALUCP pertaining to Byron Airport. While this would extend the project timeline and increase cost, the final product would be consistent and compatible General Plan, zoning, ALUCP, and Master Plan documents for Byron Airport. On July 20, 2016, the Airport Committee reviewed the revised scope of work and directed staff to prepare a contract amendment for approval by the Board of Supervisors.

In March 2017 Dudek presented the Airport Committee with updated development scenarios for Byron Airport. In the months following the meeting, DCD and Airports staff worked to refine the project description. With the project description seemingly complete, in September 2017 DCD issued the Notice of Preparation (NOP), which formally began the EIR process.

Also in September 2017, Airports staff began discussions with Caltrans regarding Byron Airport's classification (i.e., rural versus suburban). This classification affects the allowable intensity of aviation and airport-related development, which in turn could impact the airport's long-term economic viability. Classifying Byron as a suburban airport would be more consistent with its FAA designation as a reliever airport, and the long-term build-out as detailed in its Master Plan. However, Byron Airport is surrounded by undeveloped land that is outside the Urban Limit Line, giving the impression that the airport should be classified as rural. Dudek's work on the DEIR slowed significantly while the airport classification issue was being resolved because the project's impact in certain environmental topic areas (e.g., Traffic, Air Quality, Greenhouse Gas Emissions, Noise, Energy) could not be determined until the intensity of development was known.

In January 2018, Airports staff received a letter of interest from Mark Scott Construction, Inc., to develop and lease a light industrial project on the approximately 36.3 acres located generally northeast of the main runway.

In March 2018, Dudek indicated that the administrative draft EIR (ADEIR) would be submitted for County staff's review in June or July, and that completion of the Transportation section was delaying the submittal. Throughout 2018 the project was delayed by the traffic subconsultant's inability to complete the traffic impact analysis (TIA) that forms the basis for the DEIR Transportation section.

In May 2018, Dudek presented the draft ALUCP update materials to the Airport Land Use

Commission. Following this meeting, the project description was again refined.

In August 2018, the Mark Scott proposal was expanded to potentially include an 11.67-acre private parcel located on Armstrong Road between airport property and the Byron-Bethany Irrigation District Canal. Because this private property was not part of the original EIR scope, it was necessary to perform additional environmental studies and revise several sections of the ADEIR (e.g., Aesthetics, Biological Resources, Cultural Resources, Hazardous Materials). The expansion also pushed the overall project over the threshold for requiring a water supply assessment (WSA) pursuant to Senate Bill 610. Ultimately, these revisions to the ADEIR and preparation of the WSA caused little-to-no delay because of the ongoing delay in preparing the traffic analysis.

On November 6, 2018, Dudek submitted the first TIA for staff's review. The analysis assumed a substantial portion of future airport-related development might be commercial, which inflated the projected vehicle trip generation to an unrealistic level. The proposed mitigation measures, which included installation of traffic signals at several local intersections, construction of new turn pockets and lanes, and widening of nearby roads, were impractical and cost prohibitive.

On December 13, 2018, Airports staff met with Dudek to again revise the project description so that a new, more realistic TIA could be prepared. On the same day, Dudek submitted the first few sections of the ADEIR for staff's review. The remaining sections were submitted throughout January and into February 2019. Staff reviewed several sections of the ADEIR and found myriad problems including flawed analysis, portions copied and pasted from other EIRs, and numerous grammatical errors. Staff also reviewed the second TIA and determined it was woefully inadequate, in large part because it was not prepared in accordance with the Contra Costa Transportation Authority Technical Procedures. The ADEIR was so flawed that continued review was a drain on staff's time. Dudek indicated it would prepare a second ADEIR responding to staff's initial comments.

Referral Update:

The second ADEIR was submitted in June 2019. Staff began its review and again found the sorts of problems that plagued the original ADEIR. Staff also reviewed the third TIA and found it to be flawed. DCD and Airports staff met with Dudek's regional director, Steve Peterson, on August 4, 2019, to discuss the problems with the ADEIR and Dudek's continued poor performance. Mr. Peterson requested that County staff complete its review of the ADEIR and guaranteed that the draft EIR (DEIR) would meet the County's expectations.

Recommendation(s)/Next Step(s):

Discuss progress regarding the Byron Airport Development Program. Staff continues to review the ADEIR. The timeframe for completion of the DEIR is unknown. The next step after completion of the DEIR will be the public review period, which will last from 45-60 days.

Fiscal Impact (if any):

As amended, the contract with Dudek is for \$272,586, to be paid out of the Mariposa Community Benefits Fund. This figure does not include County staff costs associated with the project.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Discuss the Airport Innovation and Business Attraction Program, Buchanan Field and Byron Airport

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee (925) 681-4200

Referral History:

On January 16, 2018, the Board of Supervisors (Board) ratified the execution of a Letter of Intent between the County and the California Department of Technology to partner in participating in the FAA sponsored UAS Integration Pilot Program (IPP).

District III, district IV, and Public Works Department-Airports staff continue to explore business opportunities with UAS companies. On October 8, 2018, 3DR conducted UAS pavement inspection testing at the Byron Airport. The test was successful and 3DR has requested that the County consider additional testing opportunities at Byron and Buchanan Field.

Referral Update:

The partnership effort has resulted in two UAS companies locating their businesses at the Buchanan Field Airport. To further this effort and to proactively position Buchanan Field and Byron Airport to attract aviation innovation and technology businesses (both established and emerging), Airports staff is convening a working group to help us develop a strategy/plan. Staff met with the working group comprised of people who are knowledgeable and/or involved in the industry (UAS and autonomous vehicles/aircraft), financing, real estate development, and economic development. The group brainstormed ways to best attract aviation innovation and technology businesses to the airports. Staff continues to create the program structure which includes creating a program identity, collateral materials, and similar to move project forward. Two aviation innovation companies are now located at Buchanan Field Airport and two others are currently pursuing opportunities at the Byron Airport.

Recommendation(s)/Next Step(s):

Discuss the Airport Innovation and Business Attraction Program, Buchanan Field and Byron Airport. Continue to work with various UAS entities to explore business and partnership opportunities.

Fiscal Impact (if any):

The fiscal impact has generally been limited to the Airport Enterprise Fund and associated with staff time.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Discuss the new terminal, administration office and aircraft rescue and firefighting facility, Buchanan Field

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee (925) 681-4200

Referral History:

The Buchanan Field Airport Master Plan adopted by the Board on October 28, 2008, identifies a new general aviation terminal (Terminal) on the capital improvement list. The Terminal will replace the existing terminal building at the north end of John Glenn Drive. The Terminal would include space for the Airports Division Administrative staff, Airport Rescue and Fire Fighting (ARFF) staff and equipment, public space to support scheduled/unscheduled air service providers, office space for aviation businesses, and general public meeting space.

The Airports Division currently rents office space from one of the airport businesses and moving those functions into the Terminal will allow for expansion, while resulting in a long-term savings to the Airport Enterprise Fund. The first critical step in this process is to design the facility in order to refine project costs and undertake the environmental review process.

On February 27, 2018, the Board authorized the submission of an Airport Improvement Program (AIP) grant to the FAA and the California Department of Transportation-Division of Aeronautics (Caltrans) for the design of the ARFF eligible component of the new Terminal. The County was awarded a total of \$283,500 from the FAA and Caltrans for design of the ARFF facility.

On October 1, 2018, Airport staff issued a Request for Proposals (RFP) for the Terminal architectural services to the five firms prequalified as a company to perform engineering and planning services for Contra Costa County Public Works Department - Airports Division (Airports). The Proposals were due by 5:00 pm on December 13, 2018. The Airports received three proposals from The KPA Group, Stevens & Associates, and C & S Companies.

A Selection Committee comprised of County staff and members of the Aviation Advisory Committee, reviewed and scored the three proposals based on the criteria noted in the RFP. The ranking outcome was The KPA Group was the unanimous top ranked firm, C & S Companies was ranked second, and Stevens & Associates was ranked third.

Upon completion of the design process, Airport staff will forward a second FAA and Caltrans grant application approval request to the Board, while applications will seek funds for the construction of the ARFF related Terminal

components.

Referral Update:

The KPA Group has been working on design plans for the ARFF facility, administrative office and general aviation terminal. The plans have been reviewed by the Aviation Advisory Committee at several meetings and staff will be scheduling meetings with aviation businesses to also review the draft design and site plan.

Recommendation(s)/Next Step(s):

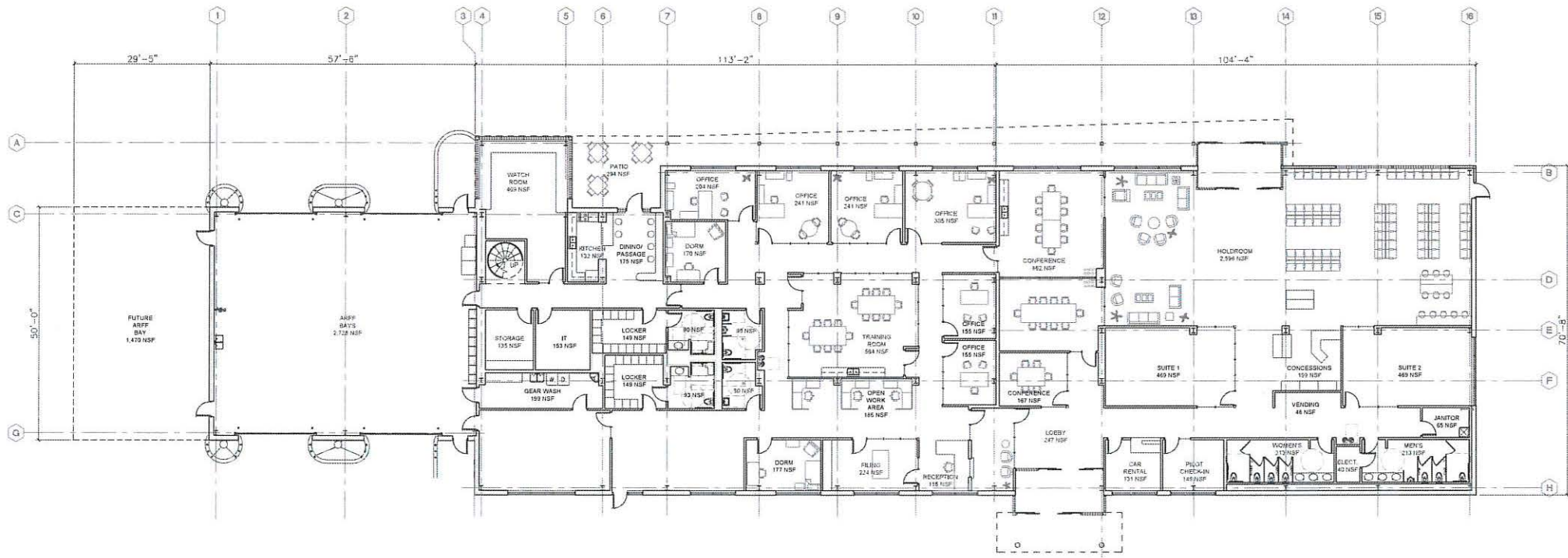
Discuss the new draft terminal, administration office and aircraft rescue and firefighting facility, Buchanan Field. This is a general discussion regarding status of the site plan and design of the new facility. Once a final site plan is completed, staff will work with the Department of Conservation and Development and Public Works staff to undertake the environmental review process.

Fiscal Impact (if any):

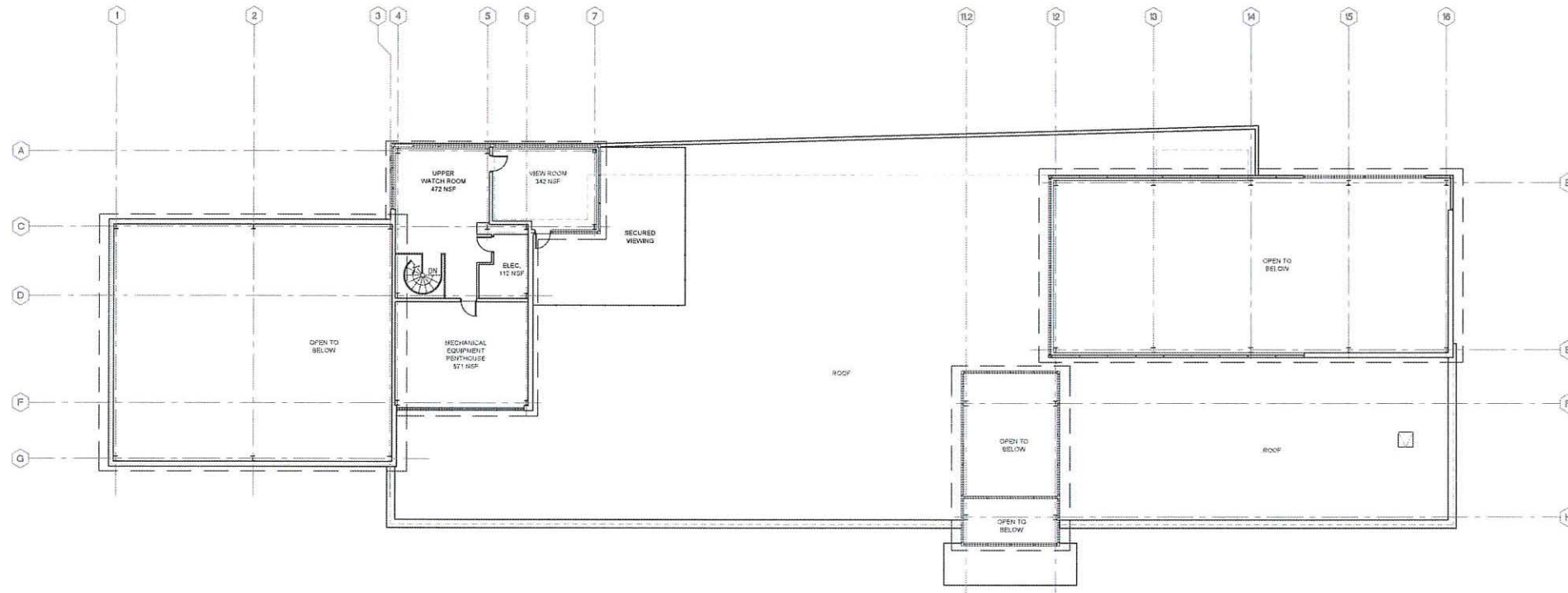
The total cost for architectural services through construction management is \$1,092,209 of which \$765,002 is related to the Terminal design. The County received a grant in the amount of \$270,000 from the FAA and \$13,500 from Caltrans for the design portion of the ARFF facility. The Airport Enterprise Fund will pay the grant match and all non-grant eligible costs, including the design of the Airport's administrative office space and general aviation portion of the facility.

Attachments

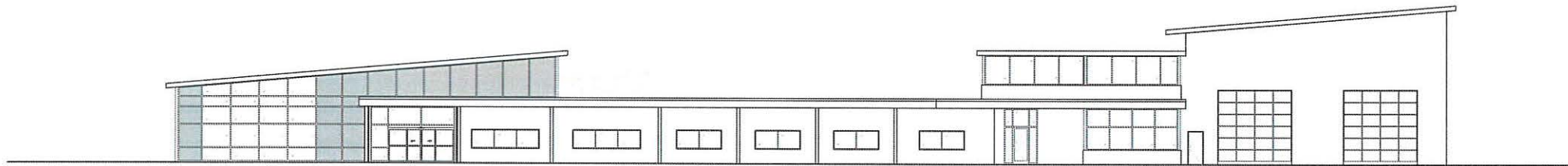
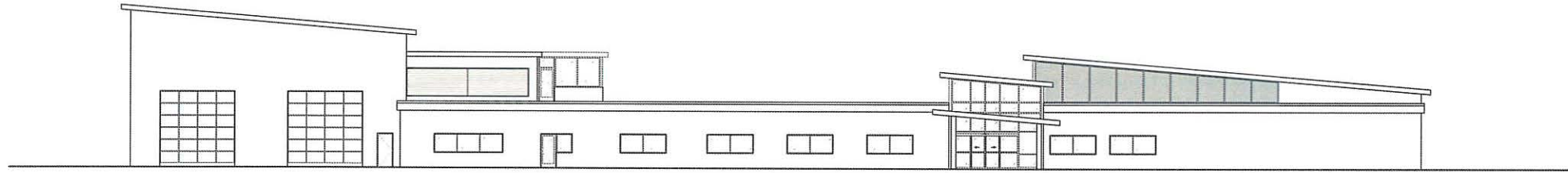
Terminal Plans



PLAN NORTH
1 FIRST FLOOR PLAN 18,390 SF
 1" = 10'
 0 5 10 20



PLAN NORTH
1
CLERESTORY PLAN
1,596 SF
1" = 10'
0 5 10 20





Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Discuss Federal Aviation Administration grant funding and project timing for Runway 14L/32R pavement rehabilitation project, Buchanan Field

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Russell Milburn (925) 681-4200

Referral History:

In December of 2016, the Board authorized the Director of Airports to submit applications and accept Federal Aviation Administration (FAA) and California Department of Transportation grants related to Runway 14L/32R pavement reconstruction.

In August of 2017 the FAA and California Department of Transportation awarded a grant for approximately \$261,000 to the County to complete the design and engineering portion of the Runway 14L/32R pavement reconstruction project. The design of the project is now winding down and a construction bid package is expected to be advertised in early 2019. In September of 2018, Airport staff submitted an application for approximately \$3,800,000 to complete the construction portion of the project.

Referral Update:

Due to requested changes to the design of the project, the construction bid package costs came in significantly higher than the estimate. The FAA has tentatively agreed to fund the increased costs of approximately \$5,300,000 for the construction project. The winner bidder has been selected and the Airports Division is waiting for the final documentation from the FAA. The project is projected to start when the weather clears in 2020 (approximately April/May timeframe).

Recommendation(s)/Next Step(s):

Discuss the FAA grant funding and project timing for Runway 14L/32R pavement rehabilitation project, Buchanan Field. If the FAA awards the grant to complete the pavement reconstruction of Runway 14L/32R the project is expected to start in early 2020. Grant funding offer is expected the week of September 9, 2019.

Fiscal Impact (if any):

There will be no County General Funds expended on this project. The total project cost is estimated to be \$5,800,000 with \$5,300,000 being funded by FAA. The remaining funding will be shared by the California Department of Transportation and the Airport Enterprise Fund.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Discuss the 280-288 Buchanan Field Road property reversion back to the County

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee (925) 681-4200

Referral History:

The buildings located at 280 and 288 Buchanan Field Road were under a long-term lease for industrial uses that terminated on July 6, 2019. At that time the property reverted to the County for operation and management. As the property has direct airfield access, County and FAA staff discussed the ability to allow the existing non-aviation subtenants to continue renting their units from the County. The FAA is allowing temporary non-aeronautical use of the aviation designated property providing that: (1) the agreements are short term and can require the non-aviation use to end within a 30-day period so the property would be available for an aviation use; and (2) the interim non-aviation tenant pays fair market rental value.

All but two of the existing subtenants have executed month-to-month license agreements with the County. The subtenants' initial rent is at the same amount they were previously paying. County staff is having a fair market appraisal performed and will compare the findings to the current level to see an adjustment is warranted.

Referral Update:

None.

Recommendation(s)/Next Step(s):

Discuss the status of the 280-288 Buchanan Field Road property reversion back to the County.

Fiscal Impact (if any):

In mid-August 2019, the fire line of the 280-288 property was severely damaged. There will be no County General Funds expended on this repair. The total repair cost for the fire line damage is estimated to be approximately \$200,000 to be paid out of the Airport Enterprise Fund.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Discuss the Skyview Aviation lease to conduct maintenance and flight training services, Byron Airport

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee (925) 681-4200

Referral History:

The 7,500 square foot aircraft maintenance hangar building is owned by the County and located on the south side of Byron Airport across the road from the Airport office building. The aircraft maintenance hangar building is designated for aviation use on the Byron Airport Master Plan.

The Contra Costa County Public Works – Airports Division received a letter of interest from a private party to lease the maintenance hangar for an aviation business. In accordance with the Airport Division’s standard practices and the request of the Federal Aviation Administration’s (FAA) Airports District Office (ADO) regarding use and development at Byron Airport, the County solicited competitive interest from commercial tenants at both County airports and to those persons who have asked to be included on notification list for development and use of County airport buildings at either of the County airports. The County received one additional letter of interest to lease this facility.

On February 12, 2019, the Board of Supervisors authorized staff to negotiate a lease for this building with the top-ranked proposer, Skyview Aviation, LLC. This action was consistent with the master developer selection process that was approved by the Board of Supervisors on May 23, 2006, whereby projects with competitive interest are to be reviewed and ranked by a selection committee.

Leasing of this building and adjacent land was presented and discussed with the Aviation Advisory Committee and the Airport Committee during the solicitation and lease development processes.

On August 6, 2019, the Board authorized a lease between Contra Costa County and Skyview Aviation, LLC for the use of 505 Eagle Court to perform aircraft

maintenance and flight training services. The effective date of this new lease is August 1, 2019. The lease has a five-year term that expires in 2024 and the tenant has the right to request two additional five-year extensions of the original term, which the County may deny in its sole discretion.

Use of the maintenance hangar and adjacent land for an aviation maintenance and flight training business expands economic development activity and services available at the Byron Airport. This general aviation focus is consistent with the policies identified within the Byron Airport Master Plan. Further, the lease will provide rental and sales tax revenue to the Airport Enterprise Fund and County General Fund.

Referral Update:

None.

Recommendation(s)/Next Step(s):

Discuss the Skyview Aviation lease to conduct maintenance and flight training services, Byron Airport.

Fiscal Impact (if any):

None.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Discuss Kitty Hawk Aero's interest in constructing an aviation testing and assembly facility at Byron Airport

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee (925) 681-4200

Referral History:

In July 2019, Airport staff received an inquiry from the Kitty Hawk Aero regarding testing and business opportunities at the Byron Airport. Kitty Hawk is developing vertical takeoff and landing aircraft and were interested in conducting test flights with the potential to establish a facility to assemble the aircraft. The relatively isolated location of the Byron airport makes it a good candidate for their assemblage work and the vacant surrounding the airport make it an ideal flight test area. They also like the availability of a local large labor pool to draw from for their staffing needs.

Kitty Hawk has indicated that the initial assemblage facility will be between 20,000 and 50,000 square feet. There are no existing vacant buildings at the airport that will meet their long-term business needs but they have discussed renting and/or purchasing a leased to expedite initial start-up work.

Airport staff convened a County staff group that included Conservation and Development, Public Works, Environmental Health, Fire Protection District and District 3 staff to discuss development and use issues and concerns. Kitty Hawk representatives met with this working group to have a more in-depth discussion of their initial and long-term business needs, including ability to expedite process to get their business established and operating at the airport as soon as possible.

Kitty Hawk is in process of evaluating their business location options but have indicated that the Byron Airport is their preference if they can quickly establish an interim operating facility as they proceed with entitlement process for a more permanent facility.

Referral Update:

None.

Recommendation(s)/Next Step(s):

Discuss Kitty Hawk Aero's interest in conducting flight testing and establishing an aviation assemblage facility at Byron Airport.

Fiscal Impact (if any):

None.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019
Subject: 36-acre non-aviation development project, Byron Airport
Submitted For: Keith Freitas, Airports Director
Department: Airports
Referral No.:
Referral Name:
Presenter: **Contact:** Beth Lee (925) 681-4200

Referral History:

On April 24, 2018, the Board authorized staff to negotiate a ground lease and development terms for approximately 36-acres of County owned land at the Byron Airport. The proposed use was for a compatible non-aviation development on land described for non-aviation use in the Byron Airport Master Plan (Airport Master Plan). This land, however, was not formally released for non-aeronautical use by the FAA. A land release request package must be prepared in order for the FAA to make a determination. As the requested action could result in a change to the Airport Master Plan, the land release request package must comply with the National Environmental Policy Act (NEPA). NEPA review will include preparation of a documented categorical exclusion (CATEX), It is possible that an Environmental Assessment may be required if there are identified critical items during the preparation of the CATEX or if the FAA determines that a higher level NEPA evaluation is necessary. Completion of the GPA process and FAA release of the 36-acres for non-aeronautical use is required before a lease can be executed.

Referral Update:

The County submitted a preliminary land release request and documentation to the FAA. The County has requested the FAA review the preliminary documentation and then issue a letter of intent to release the property for non-aeronautical use. The formal land release request package is being prepared which, if approved by the FAA, will allow for non-aeronautical use of the property.

Recommendation(s)/Next Step(s):

Discuss the 36-acre non-aviation development project, Byron Airport. This is a general discussion about the status of the 36-acre non-aviation development project at the Byron Airport.

Fiscal Impact (if any):

To date, \$284,423 has been allocated from the Mariposa Community Benefit Fund for the GPA process.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019
Subject: 3-acre business park development, Buchanan Field
Submitted For: Keith Freitas, Airports Director
Department: Airports
Referral No.:
Referral Name:
Presenter: **Contact:** Beth Lee (925) 681-4200

Referral History:

On December 8, 2015, the Contra Costa County Public Works – Airports Division received a letter of interest from a private party to develop an industrial business park use on approximately 3 acres of land owned by the County and located on the northeast corner of Marsh Drive and Sally Ride Drive on the west side of Buchanan Field Airport. The parcel is designated for non-aviation use on the Buchanan Field Master Plan.

Per adopted procedures, the County notified existing commercial tenants at Buchanan Field and Byron Airport and publicized the notice to solicit other competitive interest in the property. The response deadline was January 14, 2016, and the County did not receive any additional letters of interest to develop this property. On March 29, 2016, the Board authorized County staff to negotiate a lease with the proposed developer.

In November 2016, the development team submitted a development plan application to DCD for the proposed project. Public Works staff would perform the environmental analysis for the project. Airports staff will draft a lease for the 3-acre business park. The lease will be scheduled for the Board's review and consideration when the environmental review process has been completed (the lease may be approved concurrently with the environmental component).

Development of this 3-acre vacant parcel for business park 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.

The project was reviewed by DCD and they found that it does not require a planning approval process. On January 11, 2017, the project sponsors submitted the paperwork necessary to initiate the environmental review process. The environmental process was estimated to take 4 to 6 months to complete. However, it has been 14 months and the environmental process is not yet done.

On Tuesday, April 10, 2018, the Board approved to lease with Montecito to develop a business park on the northeast corner of Marsh and Sally Ride Drive.

Referral Update:

The project is still in being reviewed for compliance with its environmental mitigation requirements which is required before submitting for building permits.

Recommendation(s)/Next Step(s):

3-acre business park development, Buchanan Field. An application will be submitted for building permits.

Fiscal Impact (if any):

None.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019
Subject: Airport Director's Report (12.a-12.e)
Submitted For: Keith Freitas, Airports Director
Department: Airports
Referral No.:
Referral Name:
Presenter: **Contact:** Beth Lee (925) 681-4200

Referral History:

Not applicable.

Referral Update:

Not applicable.

Recommendation(s)/Next Step(s):

Airport Director's report.

Fiscal Impact (if any):

Not applicable.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019
Subject: 4.6-acre development, Buchanan Field
Submitted For: Keith Freitas, Airports Director
Department: Airports
Referral No.:
Referral Name:
Presenter: **Contact:** Beth Lee (925) 681-4200

Referral History:

The development site is approximately 4.6 acres of land owned by the County and located on the northwest corner of Marsh Drive and Solano Way on the north side of Buchanan Field Airport. The parcel is commonly referred to as “Parcel C” and is designated for non-aviation use on the Buchanan Field Master Plan. The parcel is partially (approximately 20%) within the unincorporated County and the balance (approximately 80%) is within the City of Concord. As such, on July 20, 2016, the Board approved an agreement between Contra Costa County and the City of Concord regarding the entitlement process for development of this parcel and the apportionment of tax revenues.

On December 6, 2016, the Board authorized Airports Staff to negotiate lease terms with another entity. Unfortunately, the other entity was unable to proceed with its proposed development and they withdrew its development interest on March 9, 2018.

On March 13, 2018, the Contra Costa County Public Works – Airports Division proactively solicited and advertised for development interest in the 4.6-acre site. The competitive solicitation process was consistent with the FAA Airports District Office’s guidance for airport property use. The Airports Division received seven (7) letters of interest from private parties to develop the subject site.

On April 16, 2018, Airports Division staff distributed a RFP to select a master developer to the seven interested parties. The proposals and a \$25,000 development deposit were due on May 25, 2018. The Airports Division received two complete proposals, one from Montecito Commercial Group, LLC and a joint proposal from StoragePRO, Inc. and the Deutscher Properties Corporation.

A Selection Committee comprised of Airports Division staff, a member of the Aviation Advisory Committee, and a City of Concord staff member was convened to review and rank the two proposals. The ranking outcome was the proposal submitted by StoragePRO, Inc. and Deutscher Properties Corporation was unanimously ranked first and the proposal Montecito Commercial Group, LLC was ranked second. They have been meeting with the City of Concord to proceed through the environmental process. On June 26, 2018, the Board authorized County staff to negotiate a lease and development terms with the respondents in ranked order.

Development of this 4.6-acre vacant parcel for commercial use would expand economic development activity at

Buchanan Field Airport and lead to increased revenues for 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.

The Claremont Companies, LLC has replaced StoragePRO, Inc. in the development partnership with Deutscher Properties Corporation.

Referral Update:

Geotechnical work has been performed on the site. The project site plan, design, landscaping, and other development application components are underway. The team members have met and maintained subsequent written communication with the City of Concord staff in preparation of submitting a development application in September 2019. County staff is in process of negotiating lease and development terms with the Claremont Properties, LLC and Deutscher Properties Corporation development team.

Recommendation(s)/Next Step(s):

4.6-acre development, Buchanan Field. This is a general discussion about the status of the proposed project.

Fiscal Impact (if any):

None.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Proposed relocation of Confire Station 9 to Airport property, Buchanan Field

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee (925) 681-4200

Referral History:

ConFire has identified a preferred location to relocate Fire Station 9 which is an approximate 3-acre site of land located generally east/northeast of the Center and Willow Street intersection on the west side of Buchanan Field Airport. The project would also include an aircraft hangar. The desired location of the fire station is designated for non-aviation use and the hangar location is designated for aviation use on the adopted Airport Master Plan. CEQA analysis of the site is currently underway.

Referral Update:

None.

Recommendation(s)/Next Step(s):

Proposed relocation of Confire Station 9 to Airport property, Buchanan Field. This is a general discussion about the status of the proposed project. Airports staff will request authorization to negotiate development and business terms with ConFire for this project.

Fiscal Impact (if any):

None.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019
Subject: Release of 16-acres for non-aeronautical use, Buchanan Field
Submitted For: Keith Freitas, Airports Director
Department: Airports
Referral No.:
Referral Name:
Presenter: **Contact:** Beth Lee (925) 681-4200

Referral History:

FAA forecasts are used to determine long-term demand for aviation facilities and the amount of land needed for those facilities. The land denoted for aviation use on an airport layout plan (ALP) correlates to the long-term aviation facility needs.

The existing ALP shows the approximate 16-acres of vacant land on the northeast of Marsh Drive and Sally Ride Drive (generally across from the Airports Division office) for aviation use. In order for that land to be used for aviation facilities, a taxilane would need to be extended from the airfield. Further, that taxilane would cross Sally Ride Drive causing it to be severed. Thus, a new second connection to Marsh Drive would be required on the north end so that tenants can continue to access their hangars/buildings once the taxilane is installed. These combined improvements would be very expensive which would likely cause the land to remain vacant and unproductive.

The current forecasts for the ALP update indicate there is substantially more land currently reserved for aviation uses than needed to meet future demand. This, combined with the high cost to connect this property to the airfield, make the 16-acres economically infeasible for aviation use. As such, it was determined that this land should be released for non-aviation use.

County staff discussed the findings the FAA Airport District Office staff and they conceptually agreed with the approach and suggested that a land release request package be prepared in order for them to make a determination. The cost to prepare a documented categorical exclusion (CATEX) is approximately \$122,000. It is possible that an Environmental Assessment may be required if there are identified critical items during the preparation of the CATEX or if the FAA determines that a higher level NEPA evaluation is necessary.

Subsequently, the Airports Division received a letter of interest to develop this property for non-aviation use. A competitive solicitation process commenced, and the County did not receive any competitive interest. On December 4, 2018, the Board authorized negotiations for a ground lease and development terms with the Montecito Development Company, LLC for the approximate 16-acres. Completion of the FAA release of the 16-acres for non-aeronautical use is required before a lease can be executed.

An Exclusive Negotiating Agreement (ENA) between Montecito Development Company and the County was reviewed by the Board at their May 7, 2019 meeting. The ENA is necessary for the development team to identify potential tenant(s) and to feel confident in proceeding with all of the review processes,

including Federal NEPA environmental review, necessary to complete the FAA process for the release of the land for non-aviation uses. It will also enable the parties to proceed with the land use entitlement process and the CEQA process, as mandated by State law.

Referral Update:

On June 18, 2019, the FAA sent written confirmation of their intent to release the airport property for non-aeronautical use. The final FAA approval of the land release request will be based on successful completion and review of the formal land release package submittal by the County. Montecito Development Company has partnered with the Majestic Realty Co. for the development of this property. County staff is in process of negotiating lease and development terms with the Montecito Development Company and Majestic Realty Co. development team.

Recommendation(s)/Next Step(s):

Release of 16-acres for non-aeronautical use, Buchanan Field. Preparation of a release of land request for the 16-acres to allow it to be used for non-aviation use.

Fiscal Impact (if any):

This ALP update, which includes the 16-acre parcel, received approximately \$285,425 in grants from the FAA and Caltrans. Adding the land release request package and runway safety analysis to the to the project increases to the total project cost to \$519,176. The Airport Enterprise Fund will be used to cover the additional project expenses.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

Meeting Date: 09/11/2019

Subject: Review and recommend allocation of approximately \$450,000 from the Mariposa Community Benefit Fund to extend utilities and pave the A and B rows at th

Submitted For: Keith Freitas, Airports Director

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee (925) 681-4200

Referral History:

In 2014, Airports staff invited stakeholders to participate in an Economic Development Incentive Program process (EDIP) to identify priority projects and activities that would best position our airports to retain and attract tenants and businesses. The EDIP participants met frequently to develop and refine a top priority project and activity list for the airports.

The top EDIP priority project for both airports was to lower County hangar and tie-down rates. This priority project was completed and the new rates went into effect on January 1, 2019.

The second priority project was to develop a “Heart of the Airport” or Hub Building to create a sense of place, provide a public recognized ‘business’ location, and expand public meeting opportunities at Buchanan Field Airport (see agenda item 7 above).

The third priority project was to market and facilitate growth of the Buchanan Field and Byron Airports. The Airport Innovation and Business Attraction Program is a vital step in implementing this priority project (see agenda item 6 above). Staff has been in discussions with aviation innovation and technology businesses about establishing a business presence at the Byron Airport. While businesses are interested in moving forward, there is no suitable hangar and office space currently available at the airport. To facilitate growth and best address timing concerns for individual businesses to move a new development forward, staff is requesting the use of the remaining Mariposa Community Benefit Fund to extend utilities and pave the A and B rows at the Byron Airport. Once completed, the A and B rows will provide a proactive opportunity for interested businesses and pilots to purchase a prefabricated hangar and more quickly install it at the Byron Airport.

Referral Update:

None.

Recommendation(s)/Next Step(s):

Review and recommend allocation of approximately \$450,000 from the Mariposa Community Benefit Fund to extend utilities and pave the A and B rows at the Byron Airport. This is a general discussion about the

Fiscal Impact (if any):

Allowing the use of the Mariposa Community Benefit Fund monies will reduce the impact of the cost for the proposed project to the Airport Enterprise Fund's regular budget. It will also facilitate increased revenue to the Airport Enterprise Fund by providing a proactive opportunity for tenants and businesses to rent a space in the project area.

Attachments

No file(s) attached.
