



Agenda

AIRPORTS COMMITTEE

March 10, 2021

11:00 A.M.

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 November 5, 2020 (Chair)
4. Receive update from the Aviation Advisory Committee Chair (Maurice Gunderson)
5. Discuss progress regarding the Byron Airport General Plan Amendment (Daniel Barrios, Department of Conservation and Development)
6. Discuss Runway 14L/32R Pavement Replacement Project, Buchanan Field Airport
7. Discuss the Airport Innovation and Business Attraction Program, Buchanan Field and Byron Airport
8. Discuss Airport's Project Development Update
 - a. Discuss Proposed Development of 4.1-acre phase 1 aeronautical use at, Byron Airport
 - b. Discuss ARFF/Storage Building, Byron Airport
 - c. Discuss Con Fire Station 9 to Airport property, Buchanan Field
 - d. Discuss Development of 16-acres non-aeronautical use, Buchanan Field
 - e. Discuss 0.86-acre Development at Buchanan Field
 - f. Discuss terminal building, Buchanan Field

9. Discuss Security Project, Buchanan Field
10. Discuss Next FAA/Caltrans grant request for the Buchanan Field Airport Master Plan
11. Future agenda items
12. The next meeting is currently scheduled for June 9, 2021
13. 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, Airports Director
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keith.freitas@airport.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

3.

Meeting Date: 03/10/2021

Subject: Review and Approve record of meeting for November 5, 2020 (Chair)

Submitted For: AIRPORTS COMMITTEE,

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Beth Lee 925-681-4200

Referral History:

NA

Referral Update:

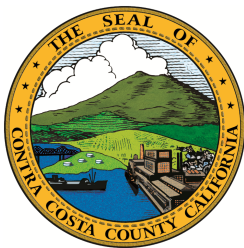
NA

Recommendation(s)/Next Step(s):

Review and Approve record of meeting for November 5,2020 (Chair)

Attachments

Nov-4-2020 Meeting Minutes



AIRPORTS COMMITTEE

RECORD OF ACTION FOR
November 4, 2020

Supervisor Karen Mitchoff, Chair
Supervisor Diane Burgis, Vice Chair

Present: Karen Mitchoff, Chair
Diane Burgis, Vice Chair

Staff Present: Keith Freitas, Director of Airports; Russell Milburn, Assistant Director of Airports-Operations; Beth Lee, Assistant Director of Airports-Administration; Judith Evans, Administrative Services Assistant II; Elke Soberal, Administrative Analyst; Will Nelson, Senior Planner Department of Conservation and Development; Daniel Barrios, Senior Planner Department of Conservation and Development; Chris Wikler, District IV Representative; Mark Goodwin, Chief of Staff District III; Anne O, Chief of Staff District IV

1. Introductions

Chair Supervisor Mitchoff called the meeting to order at 11:00 a.m.

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

Keith Freitas reported they were two candidates for Airport Land Use Commission (ALUC): Tim Barrow and Craig Kauffman.

3. Interview candidates for the BOS Appointee 1 seat on the Airport Land Use Commission and determine recommendation for the Board of Supervisors consideration.

The Airport Committee considered two eligible candidates: Timothy Barrow (Antioch area), and Craig Kauffman (Concord area). They decided to recommend Timothy Barrow because of his extensive land use background and to represent District III. The term will expire May 6, 2024.

4. Interview candidates for AAC Member-At-Large position and determine recommendation for the Board of Supervisors consideration.

There were two eligible candidates: Ramzey Alam (Pittsburg area) and Maurice Gunderson (Orinda area). Mr. Alam was not present. The Airport Committee recommended to reappoint Maurice Gunderson to a four-year term ending February 29, 2024.

5. Interview candidates for AAC Neighbor of Buchanan Field position and determine recommendation for the Board of Supervisors consideration.

The Airport Committee recommended to reappoint Donna Dietrich for a term ending February 29, 2024.

6. Interview candidates for AAC Neighbor of Byron Airport position and determine recommendation for the Board of Supervisors consideration.

The Airport Committee recommended to reappoint Steven Starratt for a term ending February 29, 2024.

7. Review and Approve record of meeting for August 12, 2020 (Chair)

AYE: Chair Karen Mitchoff

Vice Chair Diane Burgis

8. Presentation of Airport Terminal Project (Paul Powers, KPA Group)

Paul Powers reported:

- ***The Aircraft and Rescue Fighting/Airport Administration/General Aviation complex is about 20,000 sq ft.***
- ***Features: stormwater permeable surfaces, emergency backup systems, noise and wind break, sustainable landscape, and emergency generator.***
- ***83% Federal funding eligibility rate, and the project will go out for construction bids around February 2021. Construction is expected to start in Summer 2021 and be completed around the end of 2022.***

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

- ***Noise complaints: nothing out of the ordinary even though aircraft operations have increased over the summer.***
- ***Financially: The Aviation Advisory Committee wants to go on record to acknowledge that airports have done a great job financially and in general during the pandemic.***
- ***Economically: There is a new BATS project that could bring jobs to***

Byron area and will provide more information at next meeting.

10. Discuss progress regarding the Byron Airport General Plan Amendment (Daniel Barrios, Department of Conservation and Development)

Dudek has sent the revised Traffic Impact Analysis (TIA) and was distributed to Public Works Engineering Service, Traffic Engineering and DCD Transportation Planning for their review. The TIA is expected to be completed by the end of the year. The Environmental Impact Report draft should be completed within the next few months.

11. Discuss Runway 14L/32R Pavement Replacement Project, Buchanan Field Airport

Keith Freitas reported project was successfully completed on time and under budget.

12. Discuss Byron Airport Infrastructure Analysis (water, wastewater and utilities)

Prior to developing the land uses for the Byron Airport General Amendment; Airports staff is updating the Byron Airport Infrastructure Analysis since the last one was completed about seven years ago. Airport has received the first draft of the Infrastructure Analysis and is expecting to receive the revised report within the next few months. Supervisor Burgis requested to see the revised Infrastructure Analysis Report.

13. Discuss the Airport Innovation and Business Attraction Program, Buchanan Field and Byron Airport.

Keith Freitas reported that even during the pandemic airport staff continues to receive inquiries from companies wanting to conduct Unmanned Aircraft System (UAS) testing at both airports and hopes to provide more detailed information at next meeting.

14. Discuss Airport's Project Development Update.

a. ***Discuss Proposed Development of 4.1-Acre phase I aeronautical use at Byron Airport:***

The developer was having issues with their lender as the requirement was to have a signed tenant before releasing the funds. Airport staff is helping developer revise to break down Phase I into multiple phases so they can self-fund the project instead.

b. ***Discuss relocation of Con Fire Station 9 to Airport property, Buchanan Field***

- The development has run into some issues as the building would go over some drainage ditches.*
- Con Fire now has a partnership with REACH, but even with that partnership the FAA did not approve the entire project as aviation; they concluded that REACH is an aviation component, and Con Fire is more of a community service.*
- Airport staff is working with Con Fire to see if the project can be redesigned.*

c. ***Discuss development of 16-acres for non-aeronautical use, Buchanan field***

The development team was hoping to move the entitlement process into high gear within that time with the design to have the project under construction in late 2021 or early 2022.

d. ***Discuss 0.86-acre development at Buchanan Field:***

Airport staff reported that the adjoining tenant has indicated an interest in expanding their business and is expected to go through the entitlement process early part of 2021.

e. ***Discuss Proposed Development of 4.1-Acre phase I aeronautical use at Byron Airport***

This agenda item is a duplicate of 14.a.

15. The next meeting is currently scheduled for _____.

16. Adjourn

The meeting was adjourned at 11:59 a.m.

For Additional Information Contact:

Keith Freitas, Airports Director
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keith.freitas@airport.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

4.

Meeting Date: 03/10/2021

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

Submitted For: AIRPORTS COMMITTEE,

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Referral History:

NA

Referral Update:

NA

Recommendation(s)/Next Step(s):

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

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

5.

Meeting Date: 03/10/2021

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

Submitted For: AIRPORTS COMMITTEE,

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

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

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 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.

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.

On November 21, 2019, staff from DCD, Airports, and Transportation Engineering met with Dudek to review a proposed updated TIA that included additional study intersections. Following this meeting, Dudek submitted a revised technical memo to DCD and Transportation Engineering staff for review prior to beginning traffic counts at the proposed intersections. County staff has reviewed this memo and provided their comments to Dudek with direction to begin the traffic counts at the established locations. DCD staff continues to review the ADEIR concurrently with the TIA study.

On May 26, 2020, Dudek submitted a revised technical memo to DCD and Transportation Engineering staff for review prior to beginning traffic counts at the proposed intersections that responded to County staff's comments on the previous proposal. The proposal provided a revised plan for traffic counts to comply with CCTA requirements, included VMT analysis, and put forth a plan for covering the additional costs associated with the expanded scope of work. County staff has reviewed this memo and provided their comments to Dudek with guidance to move forward with the traffic analysis and a proposal for the additional cost. HCP staff has provided their comments on the Biology section of the ADEIR.

On August 24, 2020, DCD staff and Dudek reached consensus on the technical and administrative aspects of the new traffic impact analysis, and on August 31, 2020 Dudek indicated that the analysis had begun. The TIA is expected to take approximately 6-8 weeks to complete. At the previous meeting of the Airport Committee, DCD staff was directed to work with Dudek to complete the ADEIR by the end of the year 2020. With this timeline, DCD staff continues to review the ADEIR concurrently with the TIA's production. Numerous sections that are not directly influenced by the TIA have been reviewed and returned to Dudek for editing. DCD staff expects that by the time of the November 5, 2020 Airport Committee meeting, all

non-TIA-related sections will have been sent to Dudek and that DCD staff will have received the TIA for review and distribution to other appropriate County staff. Staff acknowledges that Dudek has put considerable effort into correcting the problems that plagued previous versions of the ADEIR, and the current ADEIR shows much improvement overall compared to previous drafts.

Referral Update:

At a previous meeting of the Airport Committee, County staff was directed to work with Dudek to complete the ADEIR by the end of the year 2020. Unfortunately, staff was unable to meet this timeline. However, significant progress has been made since the last meeting. On November 2, 2020, Dudek provided the latest draft of the new traffic impact analysis (TIA), which was then forwarded to DCD Transportation Planning and Public Works Transportation Engineering staff. DCD Transportation Planning provided comments on November 24, 2020, and a meeting was convened on December 17, 2020, with DCD Advance Planning, DCD Transportation Planning, PWD Transportation Engineering, and Dudek staff. At this meeting, the majority of TIA comments were either resolved or clearly communicated to Dudek, most of which were minor. Two more significant issues required further internal analysis and discussion – the scope of the TIA and financing for the required traffic improvements. On February 11, 2021, a final memo in response to the TIA was sent to Dudek with the remaining comments from DCD Transportation Planning and PWD Transportation Engineering with comments on the two outstanding issues and proposed solutions. Dudek is currently working to satisfy staff's comments on the TIA.

Aside from the TIA, other notable milestones have also been achieved. All sections of the EIR not related to the TIA have been reviewed by staff and returned to Dudek with generally minor edits requested. The only exception to this was the Utilities section, in which the provision of water and sanitary services is discussed. Working with PWD Airports staff and Dudek, an action plan was solidified on how to provide sufficient water and sanitary service to the airport, which has historically plagued this EIR. Additionally, Dudek's contract was extended through the year 2021. Staff acknowledges that Dudek continues put considerable effort into correcting the problems that plagued previous versions of the ADEIR, and the current ADEIR shows much improvement overall compared to previous drafts. Staff also continues to push both County and Dudek staff to finalize the Draft EIR for circulation.

Recommendation(s)/Next Step(s):

Discuss progress regarding the Byron Airport General Plan Amendment (Daniel Barrios, Department of Conservation and Development)

Staff continues to review the ADEIR. The anticipated timeframe for completion of the DEIR is the end of March 2021. The next step after completion of the DEIR will be the public review period, which will last from 45-60 days. An additional \$200,000.00 in funding from the Mariposa Community Benefit Fund will be necessary to complete this project.

Fiscal Impact (if any):

As amended, the contract with Dudek is for \$272,586, to be paid out of the Mariposa Community Benefits Fund. The total amount allocated for this project from the Mariposa Community Benefit Fund is \$349,270.00. If this additional allocation is approved the total amount will be \$549,270.00 allocated from the Mariposa Community Benefit Fund. 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

6.

Meeting Date: 03/10/2021

Subject: Discuss Runway 14L/32R Pavement Replacement Project, Buchanan Field Airport

Submitted For: AIRPORTS COMMITTEE,

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

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.

Due to requested changes to the design of the project, the construction bid package costs came in significantly higher than the estimate. The FAA 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 was scheduled to start when the weather cleared in early 2020.

The final documentation was received from the FAA and the project started in late May due to COVID-19 related delays. Phase 1 repaving of the west side of the runway is completed. Phase 2 repaving of the east side started on June 30th and is expected to be completed by early August. Phase 3 consists of night work and will require full closure of the Airport from 10 pm to 7 am. Project appears to be under budget at this time and has made up some of the delays including by having the final phase work already substantially completed. The Airport has submitted and received the first reimbursement from the FAA for the project.

The paving and electrical work was significantly completed by the end of September. All marking was completed by October 8th. The project final walk through was completed on October 9, 2020 with some minor additional work found to be necessary. The additional work did not impact

opening the runway which also occurred on October 9, 2020

Referral Update:

None

Recommendation(s)/Next Step(s):

Discuss Runway 14L/32R Pavement Replacement Project, Buchanan Field Airport.

Airport Staff will continue the final closeout and reimbursement requests to the FAA for all remaining funds that are available and eligible for reimbursement.

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

7.

Meeting Date: 03/10/2021

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

Submitted For: AIRPORTS COMMITTEE,

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

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 Unmanned Aerial System (UAS) Integration Pilot Program (IPP). District III, District IV, and Public Works Department – Airports staff continue to explore business opportunities with UAS companies. On March 10, 2020, the Board authorized a Master Administrative Agreement with the University of Alaska Fairbanks to establish a partnership through which Buchanan Field and Byron airports will be included in the Pan-Pacific UAS Test Range Complex.

Referral Update:

Airport staff continues to market UAS and AI opportunities at Buchanan Field and Byron Airports. Most recently, the Airports Division signed hangar and UAS Use Agreements with Wing, Buoyant Technologies and Birdstop for space and testing at Byron Airport. Additionally, Kitty Hawk has leased hangar space with the new Urban Air Mobility development.

Airport staff has had initial discussions with Rain, Matternet and AEye to conduct testing at Byron Airport.

XWing and Volansi continue to do well at Buchanan Field Airport. XWing is gearing up for a news media event with CBS News Sunday Morning, which plans to highlight their autonomous flying technology.

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

8. a.

Meeting Date: 03/10/2021

Subject: Discuss Proposed Development of 4.1-acre phase 1 aeronautical use at, Byron Airport

Submitted For: AIRPORTS COMMITTEE,

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Referral History:

The development site is 4.14 acres of land owned by the County and located on the west side of Eagle Court at the Byron Airport. The site is designated for aviation use on the Byron Master Plan.

On September 18, 2019, the County received a letter of interest to develop the 4.14 acres at the Byron Airport. On September 19, 2019, the Contra Costa County Public Works – Airports Division solicited for competitive interest to develop the 3 acres. The solicitation period ended on October 14, 2019, and the County did not receive any additional letters of interest.

On November 5, 2019, the Board authorized Airports Staff to negotiate lease and development terms with Mark Scott Construction, Inc.

Referral Update:

Mark Scott Construction is in process of submitting building permits and anticipates construction to start by late March 2020. The lease is being developed and anticipated to be scheduled for the Board of Supervisor's review at their February 25, 2020, meeting. County staff negotiated lease and development terms with the development team. A lease has been drafted and is expected to be scheduled for the Board of Supervisor's review and approval in September. Project approval and construction was delayed due to the lender's requirement to have leases signed with subtenants prior to commencing construction. To facilitate the project, Airports staff worked with the development team to break the initial project into three phases. Three separate leases were developed along with option agreements for the later phases. All three leases and the option agreements were approved by the Board of Supervisors at their January 5, 2021 meeting. The first phase of the project is now being constructed.

Recommendation(s)/Next Step(s):

Discuss Proposed Development of 4.1-acre phase 1 aeronautical use at, Byron Airport

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

8. b.

Meeting Date: 03/10/2021
Subject: Discuss ARFF/Storage Building, Byron Airport
Submitted For: AIRPORTS COMMITTEE,
Department: Airports
Referral No.:
Referral Name:
Presenter: **Contact:**

Referral History:

Contra Costa County Airports started looking at putting up a building to house the Aircraft Rescue Fire Fighting (ARFF) apparatus after upgrading the ARFF equipment at the Byron Airport in 2018 and additional Operations equipment used for airport maintenance. A 50 X 50 metal prefabricated building was purchased and the design process for the permitting of the building was started. Design and permitting was completed in Spring 2020.

Referral Update:

The Airports Division is using a Public Works on-call contract with Aztec Consultants, Inc. for the construction of the building. The Contractor has started work on utility relocation and grading is expected to begin this week. The project is expected to be fully completed by July 1 weather permitting.

Recommendation(s)/Next Step(s):

Discuss ARFF/Storage Building, Byron Airport

Airport staff will relocate supplies and equipment used by Operations and the ARFF apparatus into the new building upon completion. Hangar C2 (current storage location and ARFF building until the newer apparatus was purchase) will then be released for rental.

Fiscal Impact (if any):

There is no impact to the General Fund. The construction and purchase of the building will use the Board approved Mariposa Funds of approximately \$104,000 and Airport Enterprise Funds for additional costs with total expected cost of approximately \$450,000.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

8. c.

Meeting Date: 03/10/2021

Subject: Discuss Con Fire Station 9 to Airport property, Buchanan Field

Submitted For: AIRPORTS COMMITTEE,

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

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 will also include an air ambulance component in collaboration with REACH Air Medical. 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:

On October 8, 2019, the Board authorized Airports Staff to negotiate lease and development terms for 3-acres of County owned land at Buchanan Field Airport. The Buchanan Field Flood Report update is nearing completion which will provide the mitigation options for projects located along the drainage ditch on the west side of the airport. This project will be located in the Flood Report impacted area. Due to the space constraints and ditches, Airport staff requested the FAA to determine that the combined air ambulance and fire station project would be an acceptable use on land noted for aviation use on the Airport Layout Plan. The FAA responded that as the fire station serves the broader community, we would have to undertake a release process to use aviation land for a non-aviation purpose. Airport staff has provided further project detail to the FAA about the combined and interrelated nature of the full project and asked for a reconsideration of their determination.

Recommendation(s)/Next Step(s):

Discuss Con Fire Station 9 to Airport property, 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

8. d.

Meeting Date: 03/10/2021

Subject: Discuss Development of 16-acres non-aeronautical use, Buchanan Field

Submitted For: AIRPORTS COMMITTEE,

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

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. On September 9, 2019, FAA staff found a copy of a letter that released the land for non-aviation use dated October 18, 1982, and FAA staff confirmed that this past action is still applicable. County staff is in process of negotiating lease and development terms with Montecito Development Company team. The Buchanan Field Flood Report update has been completed and provides the mitigation options for this project as it located along the drainage ditch on the west side of the airport. Environmental studies are being performed for the property and the project sponsors are working with Department of Conservation and Development staff to secure planning entitlements.

Recommendation(s)/Next Step(s):

Discuss Development of 16-acres non-aeronautical use, Buchanan Field

This is a general discussion about the status of the proposed project

Fiscal Impact (if any):

The Airport Enterprise Fund will no longer need to be used to cover the additional land release project expenses.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

8. e.

Meeting Date: 03/10/2021
Subject: Discuss 0.86-acre Development at Buchanan Field
Submitted For: AIRPORTS COMMITTEE,
Department: Airports
Referral No.:
Referral Name:
Presenter: **Contact:**

Referral History:

The development site is approximately 0.86 acres of land owned by the County and located on the west side of the Buchanan Field Airport on the north end of Sally Ride Drive. The site is designated for aviation use on the Buchanan Field Master Plan.

In February 2020, the County received a letter of interest to develop the 0.86 acres at Buchanan Field. In accordance with the Airport Division's standard, the Airport Division solicited for competitive interest in developing the parcel prior to making a developer selection. This solicitation of competitive interest was transmitted to the current commercial tenants of both County airports and to those persons who have asked to be included on a list of developers interested in developing land at either of the County airports. The County did not receive any other letters of interest to develop this property.

On March 31, 2020, the Board authorized Airports staff to negotiate lease and development terms with VOLY RE, LLC. VOLY RE withdrew their development interest in early January 2021.

On January 14, 2021, the County received another letter of interest to develop the 0.86-acre parcel. Staff subsequently initiated a solicitation of competitive interest to current commercial tenants and to our list of parties interested in development on the airport properties.

Referral Update:

The deadline for competitive solicitation interest is Monday, March 1, 2021.

Recommendation(s)/Next Step(s):

Discuss 0.86-acre Development at Buchanan Field

This is a general discussion regarding the status of the project.

Fiscal Impact (if any):

None.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

8. f.

Meeting Date: 03/10/2021
Subject: Discuss Terminal Building, Buchanan Field
Submitted For: AIRPORTS COMMITTEE,
Department: Airports
Referral No.:
Referral Name:
Presenter: **Contact:**

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 portion of the 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. Airport staff and the architects held a stakeholder workshop on January 22, 2020, to elicit final comments to on the site plan and design. The environmental review process has been completed. The KPA Group is finalizing layout and anticipates having the construction documents completed by late fall. WSP has been retained to act as a Construction Manager for the County. The Contra Costa County Board of Supervisors approved the project plan set and specifications and authorized staff to solicit for construction bids. Construction bids are to be provided on or before March 11, 2021 at 2:00 pm. A modular building has been ordered to temporarily house JSX during the project construction.

Recommendation(s)/Next Step(s):

Discuss terminal building, Buchanan Field

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. Airport staff will schedule a meeting with the FAA to review the project in advance of submitting an AIP grant application for the construction of the ARFF component. The consultant have completed the construction level documents. The contracts for a project construction manager and for project construction will be scheduled in late spring for the Board's consideration. Construction is expected to start in July of 2021.

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 and office 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. A grant request for construction of the facility will be submitted for FY 2021 funding, with a projected total cost of \$11,700,000.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

9.

Meeting Date: 03/10/2021
Subject: Discuss Security Project, Buchanan Field
Submitted For: AIRPORTS COMMITTEE,
Department: Airports
Referral No.:
Referral Name:
Presenter: **Contact:**

Referral History:

Contra Costa County Public Works Airports Division applied for a \$3,125,000 grant based on bid for security upgrades at Buchanan Field by the Federal Aviation Administration. The Board authorized the grant on June 16, 2020 and Kimley Horn was contracted to do the design of the project on November 1, 2020. The Board approved putting the project out for bid on March 2, 2021.

Referral Update:

Kimley Horn has completed the design and the Project has been put out to bid with a bid opening date of April 2nd. Once the lowest responsible bidder has been determined, Airport Staff will complete the grant process with the Federal Aviation Administration for the Project to begin

Recommendation(s)/Next Step(s):

Discuss Security project, Buchanan Field

Upon receiving approval for the project to move forward, initiate the contract process with the Contractor. The Board should approve that contract and construction will begin this summer.

Fiscal Impact (if any):

There will be no impact to the General Fund. The Federal Aviation Administration will fund approximately \$3,125,000, with any additional funding provided by Caltrans (\$140,000) and the Airport Enterprise Fund

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

10.

Meeting Date: 03/10/2021

Subject: Discuss Next FAA/Caltrans grant request for the Buchanan Field Airport Master Plan

Submitted For: AIRPORTS COMMITTEE,

Department: Airports

Referral No.:

Referral Name:

Presenter:

Contact:

Referral History:

None.

Referral Update:

None.

Recommendation(s)/Next Step(s):

Discuss Next FAA/Caltrans grant request for the Buchanan Field Airport Master Plan.

This is a general discussion of the anticipated near-term airfield capital improvement project at Buchanan Field Airport. The current Buchanan Field Master Plan was completed in late 2018 and the Airport Layout Plan is in process of being updated. However, Buchanan Field has experienced significant changes over the years including JSX's scheduled charter service, growth in business jets being located at and utilizing the airport. These changes often impact the design aircraft to be used for determining runway and taxiway geometry on the airfield. Airports staff will submit a federal grant application to complete the master plan process in the next year or two depending upon availability of FAA funding for this project.

Fiscal Impact (if any):

This project is eligible for FAA funding. The total estimated project cost is \$850,000. A grant application requesting approximately \$765,000 will be submitted to the FAA to complete the Master Plan process; including community outreach.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

AIRPORTS COMMITTEE

11.

Meeting Date: 03/10/2021
Subject: Future agenda items
Submitted For: AIRPORTS COMMITTEE,
Department: Airports
Referral No.:
Referral Name:
Presenter:

Contact:

Referral History:

NA

Referral Update:

NA

Recommendation(s)/Next Step(s):

Future agenda items

Attachments

No file(s) attached.
