Contra Costa County Aviation Advisory Committee Meeting Agenda 550 Sally Ride Drive, Concord Thursday, April 10, 2014, 10:00 a.m.

The Aviation Advisory Committee will provide reasonable accommodations for persons with disabilities who plan to attend its scheduled meetings. Call the Director of Airports Office at (844) 359-8687 at least 24 hours in advance

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

- 1. Roll Call
- 2. Opening Comments by Chair
- 3. Public Comment Period
- 4. Approval of Minutes (March 2014)
- 5. Consider Consent Items
 - a. Airport Noise Report & Statistics Report (February)
 - b. Relevant Board Actions
 - c. Development Project Matrix (No Current or Ongoing Projects)
- 6. Presentations/Special Reports Draft New Airport Marketing Video
- 7. Discussion/Action Items
 - a. Items Pulled from Consent
 - **b.** Officer Elections
 - c. Airport Rates and Charges
 - d. Economic Development Working Group
 - e. Tenant BBO May 1, 2014
- 8. Updates and Announcements
 - a. Airport Committee Update
 - **b.** What is Happening at Buchanan Field & Byron Airports/Other Airports
 - c. Update from Airport Business Association
 - d. Airport Land Use Commission (ALUC) Update
 - e. AAC Announcements
 - f. Airport Staff Announcements
- 9. Future Agenda Items
- 10. Adjourn

Next AAC Meeting (Tentative): May 8, 2014 at 10:00 am Next Airport Committee Meeting (Tentative): June 2, 2014 at 1:00 pm

ATTENDANCE ROSTER FOR 2014

			Jan	Feb	Mar	Apr	May	Jun	ב	Aug	Sep	Oct I	Nov	Dec .	Total
AAC Members	Representing	Contact Information	09	13	13		08		10	14	1 .		13	11	# Abs
Rudi Raab	District 1	rudi1julie@aol.com	Z	×	×					4	-	\dashv	\dashv	- 1	
Mike Bruno	Airports Bus. Assoc.	michael@sterlingav.com	0	×	×		\perp				4	4	1	4	
DeWitt Hodge	Member at Large	dewitt.hodge@comcast.net			×							4		\downarrow	
Ronald Reagan	District 3	ron@rmsea.com	≥	×	abs		_			_	4	1	\downarrow	4	
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com	Ш	×	×		\perp					4		1	
Russell Roe	District 5	russroe@pacbell.net	ш	×	abs								1	4	
Keith McMahon	City of Concord	keithcmcmahon@gmail.com	-	×	abs		\downarrow				4	4	4	4	
Vacant	District 2		-	-			\perp	_			4	\perp	1	1	
Ed Young	Member at Large	edyoung94@comast.net	z	×	×					4	4	4	4	4	
Tom Weber	District 4	tr-weber@sbcglobal.net	G	×	×			\downarrow	\downarrow		4		_	-	
Janet Kaiser	DVC	jfk737@rocketmail.com		ABS	ABS			\downarrow		_	4	4		4	
											\downarrow	\downarrow	_		

	Was There a Quorum? Y or N	
	-	
	٧	
-		

ABS = Absent X = Present



CONTRA COSTA COUNTY AVIATION ADVISORY COMMITTEE MINUTES OF MEETING March 13, 2014

MEETING CALLED:

Chair Mike Bruno called the meeting to order at 10:11 a.m. at the

Director of Airport's Office.

PRESENT:

Rudi Raab, District I

Mike Bruno, Chair, CCC Airports Business Association

DeWitt Hodge, Member at Large Derek Mims, City of Pleasant Hill Tom Weber, Vice Chair, District IV Ed Young, Secretary, Member At-Large

ABSENT:

Janet Kaiser, Diablo Valley College

Keith McMahon, City of Concord

Ronald Reagan, District III Russell Roe, District V

STAFF:

Keith Freitas, Director of Airports

Beth Lee, Assistant Director of Airports

OPENING COMMENTS

BY CHAIR:

None

PUBLIC COMMENT

PERIOD:

None

APPROVAL OF

MINUTES:

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

Reagan and Russell Roe.

APPROVAL OF

CONSENT ITEMS: Moved by Tom Weber; seconded by Rudi Raab, approved

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

Russell Roe.

PRESENTATION/SPECIAL REPORTS: None

DISCUSSION/ACTION ITEMS:

a. <u>Items Pulled from Consent</u>

None

b. 50% Budget for Fiscal Year (F/Y) 2013/14

Keith Freitas referred to attachment in packet; revenues are up and expenditures are less than budgeted. \$60k was added to emergency reserve fund. Details were added to show Mariposa Fund allocations as requested by the Airport Committee (reviewed list and funds committed).

- It was questioned if pavement project included runways and taxiways.
 - Pavement project includes all pavement at Byron Airport.
- It was questioned if gas taxes come back to the Airport improvements program.
 - Aviation gas taxes go into State Fund and can be allocated to local airports via grant process.

c. East Ramp Hangar Painting Project Expense Breakdown

Keith Freitas referred to attachment in packet that showed total project costs and gave a brief definition of each project cost line item.

- The result from project process:
 - o Future projects will be managed by the Airport Division either directly or through our aviation consultants.
- It was questioned whether anything useful was received from Capital Projects expenditures.
 - Airport staff did get some information for the future.
- It was questioned whether there is a mechanism in the County to get reimbursement from another department or division.
 - o "No", as it paid for staff time spent.
 - Testing, some of the bid information, and environmental analysis (depending on project scope and timing) will be of future benefit.
 - Project should be highlighted to the Airport Committee and others to better understand costs spent and benefits recognized/not recognized.
 - o It was questioned what was the Board of Supervisors reaction to this.
 - They generally don't get involved at this level, more for AAC review and scrutiny.
 - It would be helpful for the Airport Committee's involvement, if in the future, questions arise as to working with divisions and the process.
 - Must keep in mind that the contractor also played a role as their bid came in more than 50% below the engineers estimate.
- On a related noted: knowing that Capital Projects charges the Airport for time spent on Airport projects, it was questioned whether other departments also charge to the Airport.
 - Yes we do have other departments that charge to us.
 - Future agenda item; costs charged to us by other County Departments/Divisions and what we get from them in services.

d. Airport Economic Impact Study Review

The Airport Economic Impact Study Review was completed in 2000 and requested by the County Administrators Office (CAO) via Supervisor DeSaulnier at the time to bring in a third party to quantify the economic value of the Airports.

- Gave a brief overview of economic impact (both direct and indirect) at 1999 for Buchanan Field Airport and Byron Airport plus individual airports.
- Also gave information given about more recent Caltrans economic study for the state airports system.
 - Represents 9% of economic impact (revenue direct and indirect) and 9% of state employment.

e. Aviation Advisory Committee (AAC) Triennial Review

Mike Bruno gave a recap of what this review is and what the context for why it is done.

- Tom Weber mentioned AAC was the first group for applying this County process.
- Ed Young said it was a good process for him to be involved in.

f. AAC Annual Report

Mike Bruno reported this item was on the agenda so that all members were aware that the AAC Annual Report had been done and to give the members a chance to see the final draft.

g. AAC Member Volunteers for Tenant Recognition BBQ

Tenant Recognition BBQ will be held on Thursday, May 1st, 2014.

- Areas to help:
 - Greeter/Head Count
 - Helping with restocking and running for BBQ and food line
 - o Clean-up crew
 - Surveys/Tenant recognition forms
 - Derek Mims, DeWitt Hodge, Tom Weber and Mike Bruno agreed to help
- Mike Bruno will email all members to get more volunteer help and to let Airport Staff know who and what they are willing to do.

UPDATES/ANNOUNCEMENTS

a. Airport Committee Update

Mike Bruno reported the Airport Committee met last week.

- Mike Bruno thanked them and Airports Division for approving another year of a Consumer Price Index (CPI) waiver.
- Airport Committee broadened the CPI waiver to all applicable airport tenants (staff recommended for hangar tenants only).

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

- New phone number 844-Fly-ToUs (844-359-8687)
- E-payment
- New Website www.contracostacountyairports.org
- Attraction/retention.

 Will establish an adhoc group to start working on this in a few months (will factor into rates and charges update)

c. Update from Airport Business Association

Met with the Airports Fixed Base Operator's (FBO's) a couple of weeks ago. The FBO's are looking at ways to move forward to weather economic times in a collaborative group manner (challenge to keep 3 FBO's going; they will focus on each one's niche or strength).

d. AAC Announcements

Tom Weber reported on AAC appointments:

- Tom Weber and Rudi Raab's reappointments were completed.
- Working with District 2 Supervisor to fill vacant position.

e. Airport Staff Announcements

Keith Freitas reported:

- Three (3) new Operations staff on board and there are vacancies on administration staff side to be filled next.
- Implemented a rotating night shift (random) at both Airports for security.
- Sign program for both airports.
- Airport Staff communication with tenants has vastly improved over the last several years; better at all levels.

FUTURE AGENDA ITEMS

What other departments charge to the airport.

ADJOURNMENT: The meeting was adjourned by the Chair at 11:17 a.m.



CONTRA COSTA COUNTY AVIATION ADVISORY COMMITTEE MINUTES OF MEETING February 13, 2014

MEETING CALLED:

Chair Mike Bruno called the meeting to order at 10:00 a.m. at the

Director of Airport's Office.

PRESENT:

Rudi Raab, District !

Mike Bruno, Chair, CCC Airports Business Association

Derek Mims, City of Pleasant Hill

Rich Spatz, At Large 2 Russell Roe, District V

Tom Weber, Vice Chair, District IV Ed Young, Secretary, At-Large 1 Keith McMahon, City of Concord

Ronald Reagan, District III

ABSENT:

Janet Kaiser, Diablo Valley College

STAFF:

Keith Freitas, Director of Airports

Natalie Olesen, Airport Office Assistant

Julie Conti, Senior Real Property Technical Assistant

OPENING COMMENTS

BY CHAIR:

DeWitt Hodge was introduced and will be joining the Aviation Advisory

Committee (AAC) in March, replacing Rich Spatz

Rich Spatz was thanked for his seven (7) years of service.

PUBLIC COMMENT

PERIOD:

None

APPROVAL OF

MINUTES:

Moved by Rich Spatz; seconded by Ronald Reagan. Approved unanimously. Yes: Rudi Raab, Mike Bruno, Derek Mims, Rich Spatz, Russell Roe, Tom Weber, Ed Young and Ronald Reagan.

No: None, Abstained: Keith McMahon, Absent: Janet Kaiser.

APPROVAL OF

CONSENT ITEMS: Moved by Derek Mims; seconded by Tom Weber, approved

unanimously. Yes: Rudi Raab, Mike Bruno, Derek Mims, Keith

McMahon, Rich Spatz, Russell Roe, Tom Weber, Ed Young and Ronald Reagan. No: None. Abstained: None. Absent: Janet Kaiser. Keith McMahon commented the slight increase in complaints in Concord could be caused by the some of the great weather and by some of the low clouds over the area. Mike Bruno commented that there is a correlation between the increased local operations and number of noise complaints.

PRESENTATION/SPECIAL REPORTS: None

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent

None

b. Budget for Fiscal Year (F/Y) 2013/14

Keith Freitas reported there were very few changes between the F/Y 2013/14 Budget and F/Y 2012/13 Budget. The 50% budget will be reviewed at the next meeting.

- It was questioned why Byron Airports operating and maintenance expenses were higher than its revenues.
 - Byron Airport has never been in the black Buchanan Field Airport subsidizes Byron Airport.
 - Expenses reflect the costs to run the airport.
 - Staffing the Airport full time is the largest single expense.
- Airport Staff was asked as to how long they expect Buchanan Field Airport to keep subsidizing Byron Airport and when will Byron Airport break even.
 - Byron Airport is still fairly new and a long term investment.
 - Byron Jet Center has helped increase revenues
 - Concern is that Byron Airport's budget does not look healthy which could deternew business.
 - County is committed in making Byron Airport productive.
 - Better infrastructure would encourage new business.
 - Byron Airport is a satellite airport and although the budget is separated by Airport, the Airports operate under one Enterprise Fund.

c. East Ramp Hangar Painting Project

- Total charges for the East Ramp Hangar Painting Project were approximately \$97,000.
 - The AAC requested a breakdown of the charges.
 - For the project, Airport staff contracted with Capital Projects and the bulk of the expenses were from their staff to manage an outside consultant.
 - \$10,000 of the total charges was to an outside consultant.
- Latest estimates put the painting project at over \$1 million.
- Tenants were polled and their number one priority is paving between the hangars.
 - o Consultant and contractor are in place to do the paving this summer.
 - AAC questioned who will take on debt for paving.
 - Money budgeted for painting project will be used for paving instead.

d. Hangar Waiting List Process (Update)

Keith Freitas commented that tenants were concerned on how long it was taking to fill empty hangars and the turnover rate has changed significantly over the last 7 years. Used to see 1 vacancy a year and now have 10 plus a year.

- The County had 12 hangars turnover last year.
 - With the higher turnover rate the process needed to be updated to speed up the filling of the empty hangars.
 - In the old process, one (1) applicant was contacted for each vacant hangar and notified by certified mail; the process took roughly a month.
 - New process:
 - 1. Notifications are now done by email and applicants need to respond in writing within seven (7) days.
 - 2. The top five (5) applicants are now notified for each hangar available.
 - a. In November, six (6) hangars were available but under new process all were filled in approximately two (2) to three (3) weeks.
 - The AAC commented that preference should be given to current tenants to move to a preferred hangar location with a fee or higher rent for those premiere hangars.
 - Tenants were surveyed about upgrading to a preferred hangar knowing that they would have to pay for both hangars for a month in order to switch – most said "no".
 - 1. There is concern that a hangar would remain vacant while tenants move around.
 - a. We will be updating rates and charges for hangars in the next couple months.
 - Process was slow using certified mail; however, notification was well documented.
 - There is not the same amount of documentation now.
 - 1. Copy of email is printed and saved.
 - 2. Contact by phone call is made and note of the attempt is made.
 - 3. Protocol was added to allow for dispute by applicant if they for some reason (example: out of the country) did not receive the email or phone call and were therefore unable to respond within the seven (7) days.

e. Airports Economic Development Program

Keith Freitas reported on the Airports Economic Development Program.

- Marketing
 - New Marketing Videos
 - A draft of the new marketing video should be available by the next meeting.
 - Introduction to the Airports and what is happening.
 - Additional videos will follow on flying, Airports' budget, businesses, skydiving, emergency medical response companies and pilot training.
 - The AAC questioned if the videos were being made to get more pilots to come to the County Airports?
 - 1. The videos were being made to help generate more interest in both Airports.
 - New phone number for Buchanan Field, 844-Fly-ToUs or 844-359-8687

g. Infrastructure Analysis for the Byron Airport

Keith Freitas reported that the analysis will determine when the decisions should be made to upgrade infrastructure

- Many good options are available with newer technologies that can be used.
- Project to cost approximately \$75,000 90% was funded by Federal Aviation Administration (FAA)

UPDATES/ANNOUNCEMENTS

a. Airport Committee Update

Next meeting tentatively scheduled for March 3, 2014

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

- Tenant BBQ 1st Thursday in May (May 1st) Save the Dates announcements will be going out in next couple weeks. Looking for volunteers from the AAC.
- Global demand for pilots is currently around 372,000. New pilots and about 500,000 new mechanics will be needed which will be a draw for international students.
- End the AAC Meeting in memory of Louis Ellis, longtime tenant passed in November 2013.

c. <u>Update from Airport Business Association</u>

Mike Bruno reported that business is improving and staff is continually busy.

AAC asked about the status of the Apex hangars.

 Mike Bruno responded there would most likely be resolution in the next couple months, with several interested parties.

d. AAC Announcements

Tom Weber reported on AAC appointments:

- Russ Roe representative of District 2 is now representing District 5.
- District 2 Supervisor is looking to fill the vacant position and has been holding interviews.

AAC asked for Airport Staff to provide high level overviews of taxes/benefits of the Airports to the community, old Economic Impact Report.

Monument at the Public Viewing Plaza is in need of repairs.

- Full of water
- Name tags have slid around

e. Airport Staff Announcements

None

FUTURE AGENDA ITEMS

- East Ramp Hangar Painting Project Expense Breakdown
- Marketing Video
- AAC Member Volunteers for Tenant Recognition BBQ
- AAC Triennial Report

- AAC Annual Report
- Airports Financial Benefit to the Community

ADJOURNMENT: The meeting was adjourned by the Chair at 11:38 a.m.

Noise Abatement Statistics February 2014

						1
	# Of Callers			,		0/ 0/14/105
	# Of Callers	2014	plaints 2013	YTD	YTD	% CHANGE
TOTAL NUMBER OF COMPLAINTS	2014	2014		2014	2013	4220/
TOTAL NOWBER OF COMPLAINTS	/	<u> </u>	기 <u> </u>	14	6	133%
LOCATION OF COMPLAINTS						
Concord	2		1	3	2	50%
Pleasant Hill	3			5	0	500%
Pacheco	0		2	1	2	-50%
Martinez	0	-	-	2	1	100%
Byron	0			0	0	0%
Other	2			3	1	200%
Subtotal	7	9	3	14	6	133%
Special Events	0	0	0	0	0	0%
Total Number of Complaints	7	9	3	14	6	133%
COMPLAINTS ASSOCIATED WITH						
Buchanan Field Airport		5		9	4	
Byron Airport		0	0	0	0	
Law Enforcement/Lifeguard Lights		0	0	0	0	
Non accordated		4	4	E		
TIME OF INCIDENT				111111111111		
Day (0700 - 1700)		6	2	10	3	
Evening (1700 - 2200)		0	0	1	0	
Night (2200 - 0700)		0	0	0	0	
All Times		3	1	3	3	
TYPE OF COMPLAINT				111111111111111111111111111111111111111	11111111111111111	118111811111111
Noise		3	o	6	1	
Low Flying		1	Ö	1	1	
Noise and Low Flying		0	2	ó	2	
Too Many Aircraft		2	1	3	1	
Other		3	Ö	4	1	
		<u> </u>				
TYPE OF AIRCRAFT						
Jet		0	0	2	1	
Propeller		6	1	7	1	
Helicopter		2	1	3	1	
All Types		1	1	1	2	
Unknown		0	0	1	1	
	0	0	0	0	0	
	0	0	0	0	0	
				111111111111111111111111111111111111111		
ITOTAL AIRCRAFT OPERATIONS		5.964	i 6.4491	l 13.7151	12.6691	8%
COMPLAINTS PER 11,000 OPERATIONS		17	6	14	6	134%
COMPLAINTS PER 11.000 OPERATIONS - BUCHANAN	ONLY	9		9	4	126%
	v-:		<u></u>	٥		120/0

Feb - 2 complaints - Aerobatics over residential area 2 complaints - Pleasant Hill Residence off end of Runway near DVC 2 complaints - News Helicopters

Contra Costa County Airports Monthly Operations Report

	<u> </u>				
February 2014					
	F., b.,	F-1	VTD	VOTE	~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~
	February 2014	February	YTD	YTD	% CHANGE
	2014 	2013	2014	2013	2013/2014
AIRCRAFT OPERATIONS					
AIRCRAFT OF ERATIONS					
Total Operations	5,964	6,449	13,715	12,669	8%
Local Operations	3,100	3,048	7,126	6,201	15%
Itinerant Operations	2,081	2,669	4,989	4,954	1%
Total Instrument Ops	630	518	1,276	1,100	16%
FUEL FLOWAGE					
100 Octane	13,414	15,339	30,157	29,891	1%
Jet Fuel	47,548	51,826	111,789	96,458	16%
Tota	l 60,962	67,165	141,946	126,349	12%
DYDON INFORMATION					
BYRON INFORMATION					
Byron Fuel	3,297	3,652	5,953	6,234	-5%
J. C	0,231	3,032	0,300	0,234	-5 /6
SKYDIVERS					
Number of Flights	106	143	200	285	-30%
Experienced Jumps	986	1,408	2,013	2,789	-28%
First Time Jumps	126	152	191	276	-31%
Student Jumps	27	28	58	91	-36%
					ļ

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

The following certified Board Orders are attached:

March 11, 2014 APPROVE and AUTHORIZE the Director of Airports, or designee, to waive

the Consumer Price Index rent adjustment for airport tenants starting April 1,

2014, for a one-year period.

March 11, 2014 APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with JBA LLC for a T-Hangar at

Buchanan Field Airport effective February 14, 2014, in the monthly amount of

\$383.74.

Contra

Costa

County

To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: March 11, 2014

Subject: Consumer Price Index Rent Adjustment Waiver for the Buchanan Field and Byron Airports

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to waive the Consumer Price Index rent adjustment for airport tenants starting April 1, 2014, for a one-year period. Concord and Byron Areas (District III and District IV).

FISCAL IMPACT:

This action has no direct financial impact on the County General Fund. The Airport Enterprise Fund will not recognize additional revenue estimated at \$52,788 annually based on a 2.6% Consumer Price Index factor.

BACKGROUND:

In 2013 the Airports Division created and began to implement a business retention and attraction program to strengthen and grow the Buchanan Field and Byron Airports. Airports staff analyzed the tenant and business loss data and competitive market rental rates to understand underlying factors for downturn in based aircraft and increased tenancy turnover at both airports; but most notably at Buchanan Field. The findings showed a decline in tenants and based aircraft due, in large part, to increased costs coupled with a soft economy. As such, On March 19, 2013, the Board authorized a one-year waiver (from April 1, 2013 to March 31, 2014) of the Consumer Price Index (CPI) adjustment.

Airport staff conducted a market rate rent comparison in January 2014 and found that the Contra Costa County fair market hangar rental rates continue to exceed the competitive average and, as a result, are negatively affecting

✓ APPROVE	OTHER
P RECOMMENDATION OF CNTY	ADMINISTRATOR COMMITTEE
Action of Board On: 03/11/2014 Clerks Notes: VOTE OF SUPERVISORS	APPROVED AS RECOMMENDED OTHER
AYES <u>5</u> NOES ABSENT ABSTAIN RECUSE	I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown. ATTESTED: March 11, 2014 David J. Twa, County Administrator and Clerk of the Board of Supervisors
Contact: Beth Lee, (925) 646-5722	By: Stacey M. Boyd, Deputy

tenancy. Many, but not all, of the airport leases and rental agreements include an annual Consumer Price Index (CPI) rent adjustment. Of those that have this increase, some include the following language: "In no event will the Ground Rent for any year be less than the Ground Rent in effect for the immediately preceding year.

BACKGROUND: (CONT'D)

In the event there is a decrease in the CPI or in the fair market rental value of the Premises, Ground Rent for the year in question will be the same as the Ground Rent for the preceding year (emphasis added)". The emphasis is on fairness and equity to best ensure that adjustments are supported by market conditions.

As indicated in the above information, the Contra Costa County fair market hangar rental rates continue to exceed the competitive average and, as a result, are negatively affecting tenancy. A majority of hangar tenants will get a CPI rent increase on April 1, 2014, as these agreements do not include the fair market rental value language. As such, to better attract and retain hangar tenants, a one-year CPI waiver is being requested starting April 1, 2014, based on the fair market rental rate comparison, in order to make our rental rates more comparable to other regional general aviation airports.

The CPI waiver is a crucial component in the County's economic retention and development program for the airports. Airports staff will work with tenants, businesses and other stakeholders to develop additional retention and attraction programs for the airports.

The Aviation Advisory Committee reviewed and supported the CPI waiver at their February 13, 2014, meeting.

On March 3, 2014, the Airport Committee of the Board of Supervisors reviewed a one-year CPI waiver for hangar tenants and expanded to include all applicable tenants at both airports to strengthen and promote economic viability. The Airport Committee also approved scheduling this item before the full Board of Supervisors for their review and approval.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in project approval will result in the airports' tenants receiving a rental increase; making our rates even less competitive which may prompt additional loss of tenants and associated revenue.

CHILDREN'S IMPACT STATEMENT:

Delay in project approval will result in the airports' hangar tenants receiving a hangar rental increase; making our rates even less competitive which may prompt additional loss of tenants and associated revenue.

Contra Costa County

To: Board of Supervisors

From: Keith Freitas, Airports Director

Date: March 11, 2014

Subject: APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a hangar rental agreement with

Buchanan Field Airport Hangar tenant.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with JBA, LLC, for a T-hangar at Buchanan Field Airport effective February 14, 2014 in the monthly amount of \$383.74, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$4,604.88 annually.

BACKGROUND:

On September 1, 1970, Buchanan Airport Hangar Company entered into a 30-year lease with Contra Costa County for the construction of seventy-five (75) hangars and eighteen (18) aircraft shelters at Buchanan Field Airport. Buchanan Airport Hangar Company was responsible for the maintenance and property management of the property during that 30-year period.

On September 1, 2000, the County obtained ownership of the aircraft hangars and shelters, pursuant to the terms of the above lease.

On February 13, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar

₽ APPROVE	OTHER
▼ RECOMMENDATION OF CNTY A	ADMINISTRATOR COMMITTEE
Action of Board On: 03/11/2014 A Clerks Notes: VOTE OF SUPERVISORS	APPROVED AS RECOMMENDED OTHER
AYES <u>5</u> NOES ABSENT ABSTAIN RECUSE	I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown. ATTESTED: March 11, 2014 David J. Twa, County Administrator and Clerk of the Board of Supervisors
Contact: Beth Lee, (925) 646-5722	By: Stacey M. Boyd, Deputy

BACKGROUND: (CONT'D)

Lease Agreement for use with the larger East Ramp Hangars.

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

CONSEQUENCE OF NEGATIVE ACTION:

A negative action will cause a loss of revenue to the Airport Enterprise Fund.

CHILDREN'S IMPACT STATEMENT:

Not Applicable.

ATTACHMENTS

Hangar Rental Agreement