



# CONTRA COSTA COUNTY

## AGENDA

### Aviation Advisory Committee

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Thursday, November 14, 2024

10:00 AM

181 John Glenn Drive, Suite 100,  
Concord, CA 94520

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<https://cccounty-us.zoom.us/j/82582758074>

Calling in: (214) 765-0478 or Toll Free (888) 278-0254

Access code: 232255

**The public may attend this meeting in person at above location. The public may also attend this meeting remotely via Zoom or call-in.**

Persons who wish to address the Aviation Advisory Committee during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing (214) 765-0478 followed by the access code 232255#. Those participating via Zoom should indicate they wish to speak on an agenda item by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing “#2” on their phone.

Public comments generally will be limited to two minutes per speaker. In the interest of facilitating the business of the committee, the total amount of time that a member of the public may use in addressing the committee on all agenda items is 10 minutes. Your patience is appreciated.

For assistance in advance of the meeting with remote access contact Airports staff at (925) 608-8000 or email [airport.team@airport.cccounty.us](mailto:airport.team@airport.cccounty.us).

1 Roll Call and Introductions

1a. Attendance Roster for 2024.

[24-3883](#)

**Attachments:** [September 2024 AAC Roster](#)

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

3. Approval of the Aviation Advisory Committee's September 12, 2024, Meeting Minutes.

[24-3884](#)

**Attachments:** [7-11-24 Meeting Minutes - Final](#)  
[9-12-24 Meeting Minutes - Draft](#)

4. Consider Consent Items
- 4a. Accept relevant Staff Reports for September and October 2024. [24-3885](#)  
**Attachments:** [September 2024 Staff Report](#)  
[October 2024 Staff Reports](#)
- 4b. Accept the Airport Noise and Statistics Report for August and September 2024. [24-3886](#)  
**Attachments:** [Noise Abatement Statistics August 2024](#)  
[Noise Abatement Chart August 2024](#)  
[Operations Statistics August 2024](#)  
[Noise Abatement Statistics September 2024](#)  
[Noise Abatement Charts September 2024](#)  
[Operations Statistics September 2024](#)
5. Discussion/Action Items
- 5a. Standing Subcommittee Proposal - Maintain status quo
- 5b. Frequency of AAC Meetings - No proposed change to Bylaws
- 5c. Buchanan Noise Program - Continued Education and Outreach Efforts
- 5d. Unleaded Fuel Transition - Staff Update
- 5e. Set 2025 Meeting Calendar and Select Byron Airport Meeting Date [24-3887](#)  
**Attachments:** [Proposed 2025 AAC Meeting Schedule](#)
- 5f. AAC Seats Expiring in 2025
- i. Member at Large 3 Seat and City of Concord Seat
- ii. Initiate Efforts to Define Business Association Seat
- 5g. Suggestion for Concord Fly-In
- 5h. Recap of Recent Airports Events
- i. 2024 Girls in Aviation Day
- ii. Patriots Jet Team Foundation Gala
- iii. Buchanan Field Aircraft Rescue and Fire Fighting/Terminal Building Ribbon-Cutting. [24-3888](#)  
**Attachments:** [BF 2024 Grand Opening Terminal Building](#)  
[BF 2024 Grand Opening Riboon Cutting Group](#)  
[BF 2024 Grand Opening Hold Room](#)  
[BF 2024 Grand Opening Cake](#)  
[BF 2024 Grand Opening Giveaways](#)
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iv. Airborne Over America (AOA) Camp

v. Young Falcons Aviation Camp

[24-3889](#)

**Attachments:** [Young Falcom Camp - PSA](#)

5i. Future Airports Events

i. Santa's Jolly Landing

6. Future Agenda Items

7. Adjourn

Next AAC Meeting is tentatively schedule for January 9, 2025, at 10:00 am at 181 John Glenn Drive, Suite 100, Concord.



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 24-3883

**Agenda Date:** 11/14/2024

**Agenda #:** 1a.

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## AVIATION ADVISORY COMMITTEE

### ATTENDANCE ROSTER FOR 2024

AAC Members	Representing	Contact Information	Jan 11	Mar 14	May 9	July 11	Sept 12	Nov 14	Total # Just Cause	Total # Emergency	Total # Abs
Vincent Salimi	District 1	<a href="mailto:Vincent@SalimiCM.com">Vincent@SalimiCM.com</a>	Y	Y	---	ABS	Y				
Roger Bass	District 2 (Resigned 2/2024)	<a href="mailto:twofivexray@yahoo.com">twofivexray@yahoo.com</a>	Y	---	---	---	---				
Elizabeth Leddy	District 2(Appointed 2/2024)	<a href="mailto:Elizabeth.leddy@gmail.com">Elizabeth.leddy@gmail.com</a>	---	Y	N	Y	Y				
Jeffrey Geddes	District 3 (Resigned 2/2024)	<a href="mailto:Jeffrey.d.geddes@gmail.com">Jeffrey.d.geddes@gmail.com</a>	Y	---	O	---	---				
VACANT	District 3		---	---	---	---	---				
Gareth Ashley	District 4	<a href="mailto:gjashley@gmail.com">gjashley@gmail.com</a>	Y	Y	---	Y	ABS				
Christopher Baker	District 5	<a href="mailto:cirruspro@hotmail.com">cirruspro@hotmail.com</a>	ABS	Y	M	ABS	ABS				
Keith McMahon	City of Concord	<a href="mailto:keithcmcmahon@gmail.com">keithcmcmahon@gmail.com</a>	Y	Y	E	Y	Y				
Richard Celestre	City of Pleasant Hill	<a href="mailto:Richc.ph.aac@gmail.com">Richc.ph.aac@gmail.com</a>	Y	Y	E	Y	Y				
Shawn Stappen	Member at Large 1	<a href="mailto:smstapp@gmail.com">smstapp@gmail.com</a>	Y	Y	T	Y	Y				
Eric Meinbress	Member at Large 2	<a href="mailto:ericmeinbress@comcast.net">ericmeinbress@comcast.net</a>	Y	ABS	I	Y	Y				
Emily Barnett	Member at Large 3	<a href="mailto:emilyebarnett@gmail.com">emilyebarnett@gmail.com</a>	Y	Y	N	ABS	ABS				
Peter Baker	Airport Neighbor - Pacheco	<a href="mailto:peter@finack.com">peter@finack.com</a>	---	Y	G	Y	Y				
Dean Hickman-Smith	Airport Neighbor – Byron	<a href="mailto:hickmansmith_dean@yahoo.com">hickmansmith_dean@yahoo.com</a>	ABS	Y	---	Y	ABS				
Michael Bruno	Airports Bus. Assoc.	<a href="mailto:michael@sterlingav.com">michael@sterlingav.com</a>	ABS	ABS	---	Y	Y				
Was There a Quorum? Y or N			Y	Y	---	Y	Y				

ABS = Absent, Y = Present, N = No, JC = Just Cause, EC = Emergency Circumstances

### TERM EXPIRATION AND TRAINING CERTIFICATION

AAC Members	Representing	Term Expiration Date	Brown Act & Better Gov't Ordinance Video Completion Date	Ethics Orientation for County officials Completion Date	Implicit Bias for County officials Completion Date
Vincent Salimi	District 1	2/28/26	2/10/23	2/10/23	7/17/23
Elizabeth Leddy	District 2	2/28/27	1/9/2024	1/18/24	1/24/24
Vacant	District 3				
Gareth Ashley	District 4	2/28/26	4/22/22	4/22/22	10/2/23
Christopher Baker	District 5	2/28/26	5/13/21	5/13/21	10/10/23
Keith McMahon	City of Concord	2/28/25	6/15/21	6/15/21	10/12/23
Richard Celestre	City of Pleasant Hill	2/28/27	3/10/21	3/3/21	10/9/23
Shawn Stappen	Member at Large 1	2/28/27	12/29/22	12/29/22	8/10/23
Eric Meinbress	Member at Large 2	2/28/26	12/12/21	12/12/21	10/5/23
Emily Barnett	Member at Large 3	2/28/25	5/27/21	5/27/21	1/18/24
Peter Baker	Pacheco Neighbor	2/28/27	5/18/24	7/4/24	4/27/24
Dean Hickman-Smith	Byron Neighbor	2/28/27	1/7/23	1/7/23	10/12/23
Michael Bruno	Airport Bus. Assoc.	2/28/25	10/10/23	10/10/23	10/10/23



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 24-3884

**Agenda Date:** 11/14/2024

**Agenda #:** 3.

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FINAL

**CONTRA COSTA COUNTY  
AVIATION ADVISORY COMMITTEE  
MEETING MINUTES  
July 11, 2024**



**MEETING CALLED:** Chair Shawn Stappen called the hybrid meeting to order at 10:03 a.m.

**PRESENT:** **Shawn Stappen, Chair**, Member At-Large 1  
**Eric Meinbress**, Member At-Large 2  
**Elizabeth Leddy**, District 2  
**Gareth Ashley**, District 4  
**Keith McMahon, Vice-Chair**, City of Concord  
**Richard Celestre, Secretary**, City of Pleasant Hill  
**Michael Bruno**, Airport Business Association  
**Dean Hickman-Smith**, Airport Neighbor – Byron  
**Peter Baker**, Airport Neighbor – Pacheco

**ABSENT:** **Emily Barnett, Chair**, Member At-Large 3  
**Vincent Salimi**, District 1  
**Christopher Baker**, District 5

**STAFF PRESENT:** Greg Baer, Director of Airports  
Russell Millburn, Assistant Director of Airports  
Judith Evans, Administrative Services Assistant II  
Elke Soberal, Administrative Services Assistant II  
Steve Kowalewski, Deputy Director, Public Works Department (PWD)  
Kelly Kalfsbeek, Community & Media Relations Coordinator PWD  
Will Nelson, Principal Planner-Department of Conservation and Development (DCD)  
Daniel Barrios, Senior Planner-Department of Conservation and Development (DCD)  
Peter Myers, Deputy Chief Communication Director, District 3  
Lia Bristol, Deputy Chief of Staff, District 4

**OPENING COMMENTS  
BY CHAIR:**

Chair Shawn Stappen welcomed and thanked everyone for joining. He announced that as the newly appointed Chair, he is thankful for the vote of confidence and is eager to make a positive contribution and bring new ideas to this advisory body.

**PUBLIC COMMENT  
PERIOD:**

Vice Chair McMahon wanted to give recognition to Airports Staff as well as the AAC members for completing the Aircraft Rescue and Fire Fighting (ARFF)/Admin /Terminal Building project and pointed out that today's Aviation Advisory Committee meeting is the first to be held at the beautiful new building. Director Baer praised all the Airport Staff, especially Russell Milburn, for his time and effort, as well as his dedication to see this project to completion. Additionally, Director Baer reported that thanks to Airport Staff's surveillance and diligence, the Sheriff's Office arrested a man attempting the theft of multiple airplanes that he did not own. The suspect has been charged with six counts of felonies.

**APPROVAL OF**

**3/14/24 MINUTES:**

**Moved by Keith McMahon to approve; seconded by Richard Celestre. Yes: Elizabeth Leddy, Gareth Ashely, Keith McMahon, Richard Celestre, Shawn Stappen, Eric Meinbress, Peter Baker and Dean Hickman Smith, and Michael Bruno. No: None. Abstained: None. Absent: Vincent Salimi, Christopher Baker, and Emily Barnett.**

**APPROVAL OF  
CONSENT ITEMS  
STAFF REPORTS:**

**Moved by Keith McMahon to approve; seconded by Michael Bruno. Yes: Elizabeth Leddy, Gareth Ashely, Keith McMahon, Richard Celestre, Shawn Stappen, Eric Meinbress, Peter Baker, Dean Hickman Smith, and Michael Bruno. No: None. Abstained: None. Absent: Vincent Salimi, Christopher Baker, and Emily Barnett.**

**APPROVAL OF  
CONSENT ITEMS  
NOISE STATISTICS:**

**Moved by Keith McMahon to approve; seconded by Michael Bruno. Yes: Elizabeth Leddy, Gareth Ashely, Keith McMahon, Richard Celestre, Shawn Stappen, Eric Meinbress, Peter Baker, Dean Hickman Smith, and Michael Bruno. No: None. Abstained: None. Absent: Vincent Salimi, Christopher Baker, and Emily Barnett.**

**a. Discussion of Items Pulled from Consent Items Staff Reports and Noise Statistics:**

Gareth Ashley asked if the \$13,020 payment to The KPA Group mentioned on one of the March's Staff Reports would be the last payment, to which Director Baer responded that is to be determined, but he certainly hoped so.

**Xwing – Expanding the Impact of Aviation through Autonomy presented by Craig Milliard:**

Craig Milliard made a presentation and highlighted the following topics regarding Xwing:

- Xwing was founded in 2016 and has been at Buchanan Field Airport since 2019
- Xwing is the industry's leading supplier of modular autonomy technology for aviation. Autonomy means, self-sufficiency and their future goal is to have one human on the ground responsible for multiple aircraft in the sky at one time.
- Xwing has been recognized as an industry leader and featured in several magazines including TIME, Forbes, Business Insider, etc.
- 2024 Xwing is acquired by Joby Aviation
  - Joby Aviation's headquarters are in Santa Cruz
  - Xwing compliments Joby Aviation's many projects
  - Over time the Concord site will be rebranded from Xwing to Joby

**DISCUSSION/ACTION ITEMS:**

**a. Avgas Prices, Usage and Trends**

Director Baer reported that he completed research specific to Avgas usage at Buchanan Field Airport and the ten-year fuel average is 232,000 gallons between the two providers at an average of \$0.11 cents per gallon for a total of \$25,500 in annual revenue. Director Baer recapped that Avgas pricing is a very complex topic as it involves many different aspects, and it may be worth discussing it more in detail.

There was a concern brought up regarding the fuel trend at Buchanan Field as it seems the usage is less and the prices are higher in comparison to other neighboring airports which results in less revenue for the



Airport. It was suggested that one of the solutions to lower the fuel prices could be having self-serve fuel.

Chair Stappen made a motion to change the existing Unleaded Fuel Subcommittee to Fuels Subcommittee to include Unleaded. Seconded by Michael Bruno.

**Moved by Shawn Stappen to approve; seconded by Michael Bruno. Yes: Elizabeth Leddy, Gareth Ashley, Keith McMahon, Richard Celestre, Shawn Stappen, Eric Meinbress, Peter Baker, Dean Hickman-Smith, and Michael Bruno. Abstained: None. Absent: Vincent Salimi, Christopher Baker, and Emily Barnett.**

**b. Unleaded Fuel Subcommittee Update**

Michael Bruno reported that out of the two major leaders in the unleaded Avgas industry one company is going through the American Society for Testing and Materials (ASTM) testing and the other company will not go through the testing as they feel that they already obtained the Supplemental Type Certificate (STC) from the FAA.

Director Baer reported that Senator Caroline Menjivar, representative of Burbank and San Fernando Valley proposed Senate Bill 1193. This bill would prohibit an airport operator or aviation retail establishment from selling, distributing, or otherwise making available leaded aviation gasoline to consumers by 2026. However, this bill has now been modified and the new transition date will take effect on January 1, 2031. Director Baer recapped that Buchanan Field and Byron Airports are ready like many other airports for when a commercially viable option becomes available.

**c. Noise Abatement - How the Committee Can Support Airport Staff**

Chair Stappen reported that this committee was established as the Aviation Liaison Committee on June 15, 1965, and noise inquiries were already common around 1977 causing the Board of Supervisors to dissolve the Aviation Liaison Committee and to reconstitute what today is known as the Aviation Advisory Committee. The membership was expanded to include volunteers of other communities throughout the County with the idea that these representatives would serve as liaison and help address noise inquiries. Chair Stappen exhorted the members to keep this in mind as it remains unchanged today and it provides an opportunity for them as individuals to be more active in the community.

Director Baer agreed that the involvement of the AAC members in the noise inquiry process would provide a different point of view. He added that normally Airports Staff receives phone calls or written Noise Inquiries on the website and each inquiry receives a call back, and/or an email, when necessary and if the contact information is provided. Most of the time that is where the inquiries end however, there are times when the inquirer needs more information, and that would be an opportunity for the AAC member representative of that area to be part of that conversation and reinforce the same consistent message.

**i. Consistent messaging to all pilot groups**

Fly neighborly and be good neighbors.

**ii. Interested members for Fly-A-Neighbor**

Many times, education is the key, but there are times when noise inquirers require more information. It is at this point Director Baer would like for the AAC members to get involved in the Fly-A-Neighbor concept by offering them a flight, bringing them to the Airport, see first-hand what pilots do to take off and land at Buchanan Field Airport, etc., as these measures have been beneficial in the past. A comment was made that overall Buchanan Field Airport has done a pretty good job in keeping a great relationship with the community.

**d. Discussion of Airports Business Association**

Director Baer reported that he did some research about the current Business Association seat on the AAC

and found out that many years ago there was an association called Fixed Base Operators (FBOs) Association and then it was rebranded as the Airport Business Association, but it was FBO centric. He is proposing to morph this into an active Business Association that includes every existing business from both airports. This would probably fall on Chair Stappen to facilitate under the economic development portion of the AAC. A motion was made by Shawn Stappen to explore what the current definition of the Business Association seat is among this committee and redefine it and/or bring it back to the committee for modification. The motion was seconded by Keith McMahon.

**Moved by Shawn Stappen to approve; seconded by Keith McMahon. Yes: Elizabeth Leddy, Gareth Ashley, Keith McMahon, Richard Celestre, Shawn Stappen, Eric Meinbress, Peter Baker, Dean Hickman-Smith, and Michael Bruno. Abstained: None. Absent: Vincent Salimi, Christopher Baker, and Emily Barnett.**

**e. Future Ribbon-Cutting – ARFF/Admin/Terminal Building, Buchanan Field Airport**

The official Ribbon-Cutting will be on Tuesday, October 29, 2024, from 10 a.m. to 1 p.m. There will be light refreshments and volunteers will be needed for the meet and greet, tours, food, etc. Airport Staff will be reaching out soon.

**FUTURE AGENDA ITEMS**

None specified.

**ADJOURNMENT:** The Chair adjourned the meeting at 11:48 a.m. Moved by Keith McMahon to approve; seconded by Gareth Ashley. Passed unanimously.



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Aviation Advisory Committee

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Thursday, September 12, 2024

10:00 AM

181 John Glenn Drive, Suite 100,  
Concord, CA 94520

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<https://cccounty-us.zoom.us/j/82582758074>

Calling in: (214) 765-0478 or Toll Free (888) 278-0254

Access code: 232255

The public may attend this meeting in person at above location. The public may also attend this meeting remotely via Zoom or call-in.

1. Roll Call and Introductions

Chair Shawn Stappen called the hybrid meeting to order at 10:00 am. In addition to the Committee members, the following individuals were in attendance: Laura Strobel, Steve Kowalewski, Greg Baer, Russell Milburn, Elke Soberal, Kalynn Larson, Kelly Kalfsbeek, Will Nelson, Daniel Barrios, and Salvador Morales.

**Present** Peter Baker, Michael Bruno, Richard Celestre, Elizabeth Leddy, Keith McMahon, Eric Meinbress, Vincent Salimi, and Shawn Stappen

**Absent** Gareth Ashley, Christopher Baker, Emily Barnett, and Dean Hickman-Smith

1.A Attendance Roster for 2024

[24-2884](#)

**Attachments:** [AAC Roster September 2024](#)

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

Allison Picard - commented regarding Buchanan Field noise and unleaded fuel.

3. Approval of the Aviation Advisory Committee's July 11, 2024, Meeting Minutes

[24-2885](#)

**Attachments:** [7-11-24 Draft](#)

The chair solicited members for comments or corrections to the draft minutes, none were identified.

**Motion:** Bruno

**Second:** Leddy

**Aye:** Baker, Bruno, Celestre, Leddy, McMahon, Meinbress, Salimi, and Stappen  
**Absent:** Ashley, Baker, Barnett, and Hickman-Smith  
**Result:** Passed

4. Consider Consent Items

Eric Meinbress wanted clarification regarding Staff Report 24-2052 about the ongoing Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) Investigation and Report. In response to Eric Meinbress' question, Director Baer responded that any airport that uses the Aqueous Film-Forming Foam (AFFF) a firefighting foam must conduct some level of testing for PFAS. This is an ongoing investigation requested by the California State Water Resources Control Board. So far, Buchanan Field Airport has spent almost \$500,000, and additional monitoring will be required for at least the next year.

- (i) Accept relevant Staff Reports for July 2024. [24-2886](#)

**Attachments:** [Staff Reports July 2024](#)

**Motion:** McMahon

**Second:** Bruno

**Aye:** Baker, Bruno, Celestre, Leddy, McMahon, Meinbress, Salimi, and Stappen

**Absent:** Ashley, Baker, Barnett, and Hickman-Smith

**Result:** Passed

- (ii) Accept the Airport Noise and Statistics Report for June and July 2024 [24-2887](#)

**Attachments:** [Noise Abatement Statistics June 2024](#)

[Noise Abatement Charts June 2024](#)

[Ops Stats June 2024](#)

[Noise Abatement Statistics July 2024](#)

[Noise Abatement Charts July 2024](#)

[Ops Stats July 2024](#)

**Motion:** Bruno

**Second:** McMahon

**Aye:** Baker, Bruno, Celestre, Leddy, McMahon, Meinbress, Salimi, and Stappen

**Absent:** Ashley, Baker, Barnett, and Hickman-Smith

**Result:** Passed

5. Discussion/Action Items

- 5.A Standing Subcommittees Proposal Discussion [24-2888](#)

**Attachments:** [AAC - Standing Subcommittee Proposal](#)

Chair Stappen proposed that the AAC create two standing subcommittees, one focused on viability and the other focused on community. The AAC members would be split fifty-fifty, with 5 members being on the Viability subcommittee and 5 being on the community subcommittee. The Vice Chair would oversee the Viability subcommittee, and the Secretary would oversee the Community subcommittee. Chair Stappen explained that the

implementation of these two subcommittees would allow the Committee to make better informed decisions, by being able to focus on one topic and educate the rest of the board on that topic before making decisions. More subcommittees could be created as necessary. Director Baer emphasized the importance of being constant stewards of the airport and being able to answer questions when the community has them. There was a concern by Mr. Salimi that this should be run by County Counsel to see if it would violate the Brown Act. Director Baer stated that any meetings would have to be in line with Brown Act and the County policies.

It was decided that this item would be agendaized for a future meeting for further consideration.

**5.B** Brushy Creek Conservation Bank, Explore Alternatives for Management and Funding

[24-2889](#)

**Attachments:**

[Brushy Creek Conservation Bank](#)  
[Habitat Management Lands Map](#)  
[Byron Airport Layout Plan](#)

Director Baer, gave a brief history of the Brushy Creek Conservation Bank (BCCB) and what has been done by the Airport Division to care for the property. He also explained the situation of the underfunded endowment that is meant to be used for the care of the BCCB and how the Airport Enterprise Fund has been used to maintain the property. Because the property is held in a conservation easement, currently there are no negative impacts to Byron Airport for this recommendation. He would like to look at alternatives for the management or ownership of the BCCB.

A motion was made to look for alternatives for management or ownership of the BCCB.

**Motion:** McMahon

**Second:** Bruno

**Aye:** Baker, Bruno, Celestre, Leddy, McMahon, Meinbress, Salimi, and Stappen

**Absent:** Ashley, Baker, Barnett, and Hickman-Smith

**Result:** Passed

**5.C** Aviation Advisory Committee Seats Expiring in 2025 Update

Director Baer explained how there are three AAC seats expiring in February 2025: the Member at Large 3 seat, City of Concord seat, and the Airport Business Association seat. Director Baer initiated discussion about removing two seats from the committee to potentially reduce the committee from 13 to 11 members. One of the two seats that could be removed would be the Airport Business Association as this seat is not clearly defined in any document and has been traditionally filled by Fixed Base Operators (FBOs). Given the number and variety of airport businesses, the informal practice of FBOs filling the seat has the potential to create a conflict of interest. Instead of a seat representing only FBOs, there would be a standing AAC agenda item for any airport business to address the AAC, thus every business would have an equal voice. The concern was expressed from the public that airport businesses would not have an equal voice anymore if the business seat was removed, they would not have someone to speak with to express their concerns.

No action was taken; it was decided that this item would be agendaized for a future meeting for further consideration.

#### 5.D Select Byron Airport as November Aviation Advisory Committee Meeting Location

Chair Stappen explained how he thought that the November meeting for the AAC should be moved from Buchanan Field to Byron Airport to allow community participation and representation from near Byron Airport. It was brought up how there are a few consequential items that involve the community around Buchanan Field that would be on the agenda for the next meeting, and it would be best to meet at Buchanan Field in November and have the meeting at Byron Airport at another future time.

A motion was made by Keith McMahon to have the November AAC meeting at Byron Airport.

**The motion did not pass.**

**Motion:** McMahon

**Second:** Baker

**Aye:** Baker, McMahon, and Meinbress

**Nay:** Bruno, Celestre, Leddy, Salimi, and Stappen

**Absent:** Ashley, Baker, Barnett, and Hickman-Smith

**Result:** Failed

#### 5.E Update on Airports Events

##### (i) 2024 Girls in Aviation Day

2024 Girls in Aviation Day - Director Baer announced that on September 28, 2024, Women in Aviation International will be sponsoring the second Girls in Aviation Day event at the Buchanan Field Airport Clubhouse, and they are expecting almost 200 participants.

##### (ii) Buchanan Field Aircraft Rescue and Fire Fighting/Terminal Building Ribbon-Cutting/Open House Reminder and Volunteer Request

Aircraft and Rescue Fire Fighting (ARFF)/Administration/Terminal Building Ribbon Cutting - Director Baer announced that the Ribbon Cutting for the new ARFF/Administration/Terminal Building will be held on October 29th, from 10 a.m. to 12 p.m. This event is an opportunity to showcase the Airport's value as an asset to the community.

#### 5.F 2024 Buchanan Field Hangar Inspections Update

2024 Buchanan Field Hangar Inspections Update - Director Baer advised that hangar inspections will be conducted beginning October 1st. The purpose of the inspections is to ensure safety and compliance with the FAA's requirements and the Contra Costa County Airports' minimum standards. Airport staff will work with tenants to achieve compliance.

#### 6. Future Agenda Items

- a. Standing Committee Proposal.
- b. Discuss Airport Business Association.
- c. AAC Terms Expiring in February 2025.
- d. Discussion for monthly AAC meetings and meetings at Byron Airport.
- e. Fly-In at Concord.

#### 7. Adjourn

The Chair adjourned the meeting at 11:36am.

**This was approved.**

**Motion:** Bruno

**Second:** Salimi

**Present** Peter Baker, Michael Bruno, Richard Celestre, Elizabeth Leddy, Keith McMahon, Eric Meinbress, Vincent Salimi, and Shawn Stappen

**Absent** Gareth Ashley, Christopher Baker, Emily Barnett, and Dean Hickman-Smith

Next AAC meeting is scheduled at Buchanan Field Airport at 1818 John Glenn Drive, Suite 100, Concord, on November 14, 2024, at 10:00 am.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the 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 Committee less than 96 hours prior to that meeting are available for public inspection at 181 John Glenn Drive, Suite 100, Concord, during normal business hours. Staff reports related to items on the agenda are also accessible on line at [www.contracosta.ca.gov](http://www.contracosta.ca.gov).

For Additional Information Contact:  
Greg Baer, Director of Airports  
Phone (925) 608-8000  
[greg.baer@airports.cccounty.us](mailto:greg.baer@airports.cccounty.us)



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 24-3885

**Agenda Date:** 11/14/2024

**Agenda #:** 4a.

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**Contra Costa County  
Board of Supervisors  
Approved Staff Reports  
Relating to County Airports**

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**The following certified Staff Reports are attached:**

9/24/24      *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a lease between the County, as Lessor, and Delux Public Charter, LLC (branded as JSX), as Tenant, for 532 square feet of office space and non-exclusive use of another room in the County-owned building located at 181 John Glenn Drive, Concord, for a three-year term at an initial annual rent of \$12,768 for the first year with annual increases thereafter, and three options to renew, the first for 3 years, and the second and third for 2 years. (Airport Enterprise Fund). [24-2977](#)*

**Contra Costa County  
Board of Supervisors  
Approved Staff Reports  
Relating to County Airports**

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**The following certified Staff Reports are attached:**

- 10/1/24      *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a lease between the County, as Lessor, and Buchanan Fields Golf Club, LLC., as Tenant, for 11,097 square feet of land located at 2301 Meridian Park Blvd., Concord, for a two-year term at an initial monthly rent of \$2,800 for the first year, with annual increases thereafter, and one five-year option to renew. (100% Airport Enterprise Fund). [24-3207](#)*
- 10/22/24      *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a contract amendment with KSA Engineers, Inc., to extend the term through June 30, 2025, with no change to the payment limit, to allow the contractor to complete the grant close out documents for the Buchanan Field terminal project. (No fiscal impact) [24-3427](#)*



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 24-3886

**Agenda Date:** 11/14/2024

**Agenda #:** 4b.

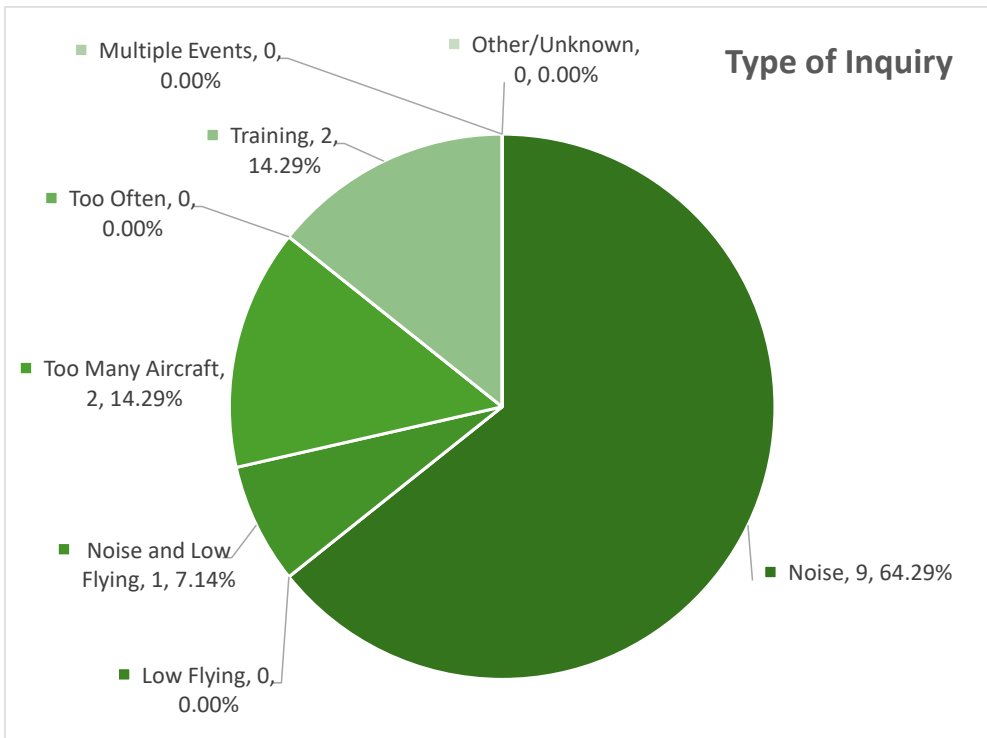
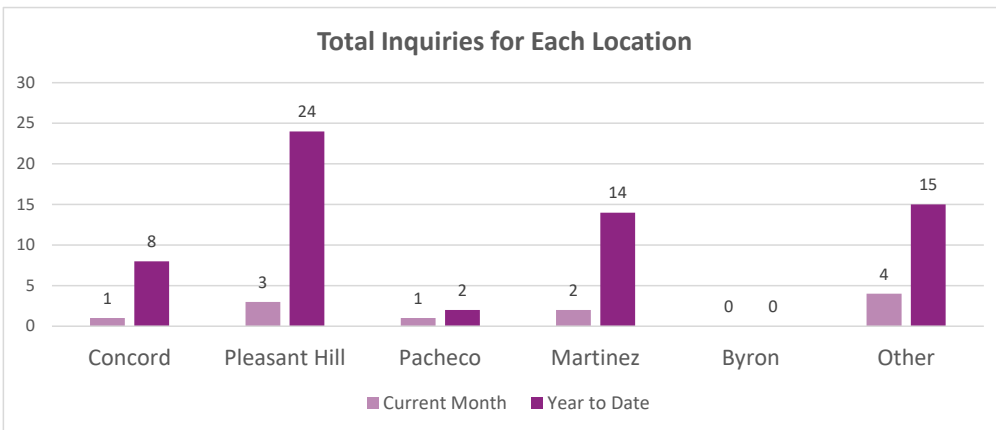
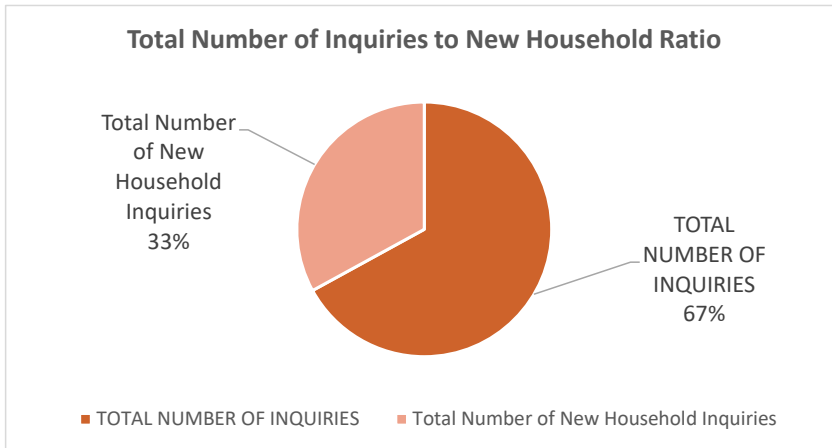
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# Noise Abatement Statistics

Aug-24

	# Of Callers		Inquiries		YTD	YTD	%
	2024	2024	2023	2024	2023	CHANGE	
	<b>TOTAL NUMBER OF INQUIRIES</b>	11	11	8	63	70	-10%
<b>Total Number of New Household Inquiries</b>	6	6		31			
<b>LOCATION OF INQUIRIES</b>							
Concord	1	1	1	8	11	-27%	
Pleasant Hill	3	3	3	24	18	33%	
Pacheco	1	1	0	2	0	0%	
Martinez	2	2	4	14	35	-60%	
Byron	0	0	0	0	0	0%	
Other	4	4	0	15	6	150%	
Subtotal	11	11	8	63	70	-10%	
Special Events	0	0	0	0	0	0%	
<b>Total Number of Inquiries</b>	11	11	8	63	70	-10%	
<b>INQUIRIES ASSOCIATED WITH</b>							
Buchanan Field Airport		7	8	57	66		
Byron Airport		0	0	0	0		
Law Enforcement/Life		2	0	7	2		
Military		0	0	6	0		
Non-associated		2	0	8	2		
<b>TIME OF INCIDENT</b>							
Day (0700 - 1700)		5	8	42	56		
Evening (1700 - 2200)		3	0	9	2		
Night (2200 - 0700)		3	0	8	8		
All Times		0	0	2	4		
<b>TYPE OF INQUIRY</b>							
Noise		9	7	35	42		
Low Flying		0	1	3	5		
Noise and Low Flying		1	0	14	13		
Too Many Aircraft		2	0	4	8		
Too Often		0	0	0	0		
Training		2	0	14	0		
Multiple Events		0	0	0	0		
Other/Unknown		0	0	8	2		
<b>TYPE OF AIRCRAFT</b>							
Jet		0	1	10	17		
Single Engine		4	7	29	40		
Multi Engine		0	0	0	0		
Helicopter		4	0	11	4		
UAS		0	0	0	0		
All Types		0	0	0	4		
Unknown		0	0	8	5		
<b>TOTAL AIRCRAFT OPERATIONS</b>		4,073	11,076	63,318	67,100	-6%	
<b>INQUIRIES PER 10,000 OPERATIONS</b>		27	7	10	10	-5%	
<b>INQUIRIES PER 10,000 OPERATIONS - BUCHANAN ONLY</b>		17	7	9	10	-8%	

## Noise Abatement Charts Aug-24



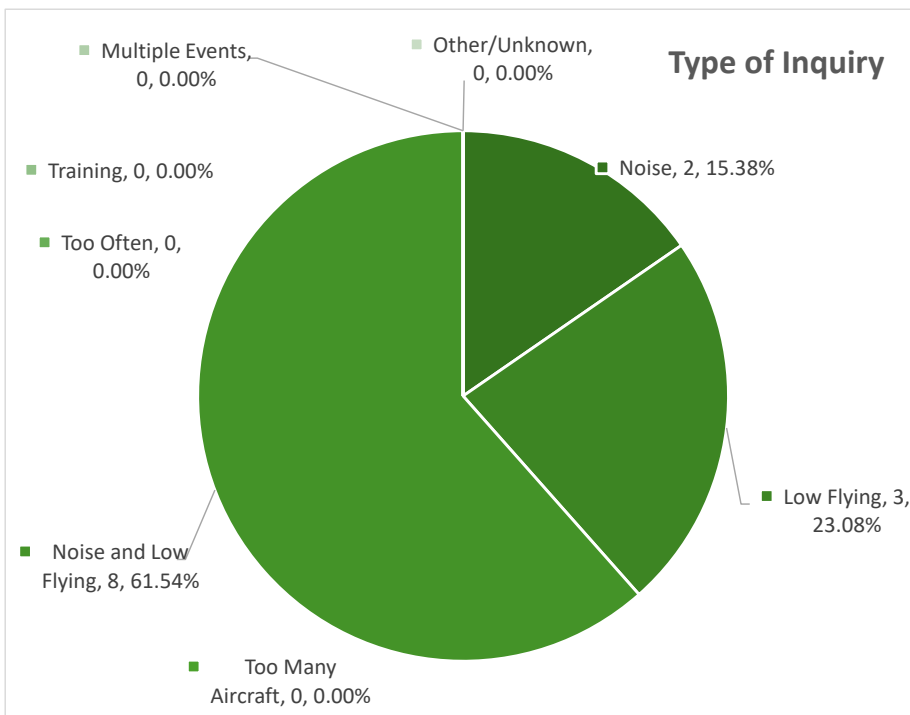
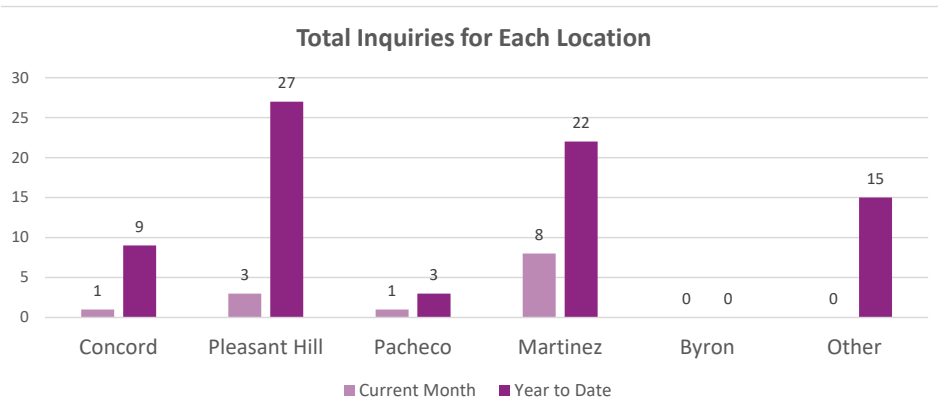
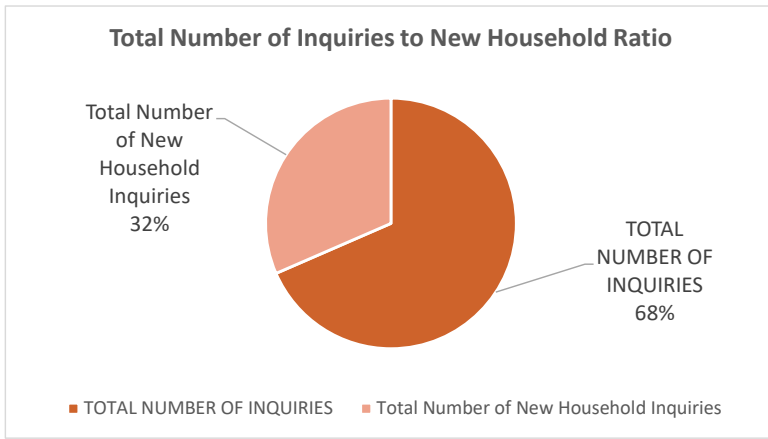
Aug-24

	Aug 2024	Aug 2023	YTD 2024	YTD 2023	% CHANGE 2024/2023
<b>AIRCRAFT OPERATIONS</b>					
Total Operations	4,073	11,076	63,318	67,100	-6%
Local Operations	1,962	5,949	33,462	34,741	-4%
Itinerant Operations	2,004	4,866	27,583	30,588	-10%
Total Instrument Ops	107	261	1,516	1,771	-14%
<b>BUCHANAN FIELD AIRPORT</b>					
Fuel Flowage:					
100 Octane	14,728	21,067	102,456	122,255	-16%
Jet Fuel	127,292	125,041	831,156	936,946	-11%
Total	142,020	146,108	933,612	1,059,201	-12%
<b>BYRON AIRPORT</b>					
Fuel Flowage:					
Byron 100 Octane	4,121	4,341	27,846	38,853	-28%
Jet Fuel	1,500	1,200	12,402	18,778	-34%
Total	5,621	5,541	40,248	57,631	-30%
Glider Operations	6	0	1,622		
Tow Aircraft	1	25	383	460	-17%
Glider Aircraft	1	25	383	460	-17%

## Sep-24

	# Of Callers	Inquiries		YTD	YTD	% CHANGE
	2024	2024	2023	2024	2023	
	<b>TOTAL NUMBER OF INQUIRIES</b>	8	13	8	76	80
<b>Total Number of New Household Inquiries</b>	4	4		35		
<b>LOCATION OF INQUIRIES</b>						
Concord	1	1	1	9	13	-31%
Pleasant Hill	3	3	3	27	24	13%
Pacheco	1	1	0	3	1	0%
Martinez	3	8	4	22	36	-39%
Byron	0	0	0	0	0	0%
Other	0	0	0	15	6	150%
Subtotal	8	13	8	76	80	-5%
Special Events	0	0	0	0	0	0%
<b>Total Number of Inquiries</b>	8	13	8	76	80	-5%
<b>INQUIRIES ASSOCIATED WITH</b>						
Buchanan Field Airport	9	9	8	66	66	
Byron Airport	0	0	0	0	0	
Law Enforcement/Life	1	1	0	8	2	
Military	0	0	0	6	0	
Non-associated	2	2	0	10	2	
<b>TIME OF INCIDENT</b>						
Day (0700 - 1700)	10	10	8	52	56	
Evening (1700 - 2200)	2	2	0	11	2	
Night (2200 - 0700)	2	2	0	10	8	
All Times	0	0	0	2	4	
<b>TYPE OF INQUIRY</b>						
Noise	2	2	7	37	42	
Low Flying	3	3	1	6	5	
Noise and Low Flying	8	8	0	22	13	
Too Many Aircraft	0	0	0	4	8	
Too Often	0	0	0	0	0	
Training	0	0	0	14	0	
Multiple Events	0	0	0	0	0	
Other/Unknown	0	0	0	8	2	
<b>TYPE OF AIRCRAFT</b>						
Jet	0	0	1	10	17	
Single Engine	7	7	7	36	40	
Multi Engine	2	2	0	2	0	
Helicopter	1	1	0	12	4	
UAS	0	0	0	0	0	
All Types	0	0	0	0	4	
Unknown	1	1	0	9	5	
<b>TOTAL AIRCRAFT OPERATIONS</b>		8,306	11,076	71,624	67,100	7%
<b>INQUIRIES PER 10,000 OPERATIONS</b>		16	7	11	12	-11%
<b>INQUIRIES PER 10,000 OPERATIONS - BUCHANAN ONLY</b>		11	7	9	10	-6%

## Noise Abatement Charts Sep-24





Sep-24

	Sept 2024	Sept 2023	YTD 2024	YTD 2023	% CHANGE 2024/2023
<b>AIRCRAFT OPERATIONS</b>					
Total Operations	8,306	8,545	71,624	75,645	-5%
Local Operations	3,886	4,436	37,348	39,177	-5%
Itinerant Operations	4,161	3,007	31,744	33,595	-6%
Total Instrument Ops	259	162	1,775	1,933	-8%
<b>BUCHANAN FIELD AIRPORT</b>					
<b>Fuel Flowage:</b>					
100 Octane	14,175	16,235	116,631	138,490	-16%
Jet Fuel	118,136	133,441	949,292	1,070,387	-11%
Total	132,311	149,676	1,065,923	1,208,877	-12%
<b>BYRON AIRPORT</b>					
<b>Fuel Flowage:</b>					
Byron 100 Octane	3,803	4,374	31,649	43,227	-27%
Jet Fuel	0	1,000	12,402	19,778	-37%
Total	3,803	5,374	44,051	63,005	-30%
Glider Operations	0	0	1,622		
Tow Aircraft	0	0	383	460	-17%
Glider Aircraft	0	0	383	460	-17%



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 24-3887

**Agenda Date:** 11/14/2024

**Agenda #:** 5e.

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## **Proposed 2025 AAC Meeting Schedule**

1. January 9, 2024, at 10:00 am
2. March 13, 2024, at 10:00 am
3. May 8, 2024, at 10:00 am
4. July 10, 2024, at 10:00 am
5. September 11, 2024, at 10:00 am
6. November 13, 2024, at 10:00 am

Choose one of the six meeting dates to hold the meeting at Byron Airport



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 24-3888

**Agenda Date:** 11/14/2024

**Agenda #:** iii.

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# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 24-3889

**Agenda Date:** 11/14/2024

**Agenda #:** v.

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