



CONTRA COSTA COUNTY

Committee Meeting Minutes

Aviation Advisory Committee

Thursday, January 8, 2026

10:00 AM

Buchanan Field Airport
181 John Glenn Drive, Suite 100, Concord

<https://ccounty-us.zoom.us/j82582758074>

Call In: (214) 765-0478 or Toll Free (888) 278-0254

Conference code: 232255

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

Persons who wish to address the Aviation Advisory Committee (AAC) 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.

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

1. Roll Call and Introductions

Chair Stappen called the hybrid meeting to order at 10:02AM. He remarked that the AAC was established 49 years ago. He welcomed everyone and thanked the Committee members for continuing to support this endeavor for the County, advising the Board of Supervisors, providing a forum for the public, and the users of the airports to ensure that there is engagement with our community and a viable airport system.

Present	Peter Baker, Richard Celestre, Elizabeth Leddy, Keith McMahon, Eric Meinbress, Vincent Salimi, and Shawn Stappen
Absent	Gareth Ashley, and Christopher Baker
Late	Emily Barnett

- 1.a. 2025 Aviation Advisory Committee Attendance Roster [25-5470](#)

Attachments: [2025 AAC Attendance 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).

There were no items brought up during public comment.

3. Approval of the Aviation Advisory Committee's November 13, 2025, Meeting Minutes [25-5471](#)

Attachments: [DRAFT AAC Meeting Minutes 11-13-25](#)

Motion: McMahon

Second: Celestre

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

Absent: Ashley, and Baker

Late: Barnett

Result: Passed

4. Consider Consent Items

- 4.a. Accept relevant Staff Reports for November and December 2025 [25-5472](#)

Attachments: [November 2025 Staff Reports](#)
[December 2025 Staff Reports](#)

Motion: Celestre

Second: Leddy

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

Absent: Ashley, and Baker

Late: Barnett

Result: Passed

- 4.b. Accept the Airport Noise and Statistics Report for October and November 2025

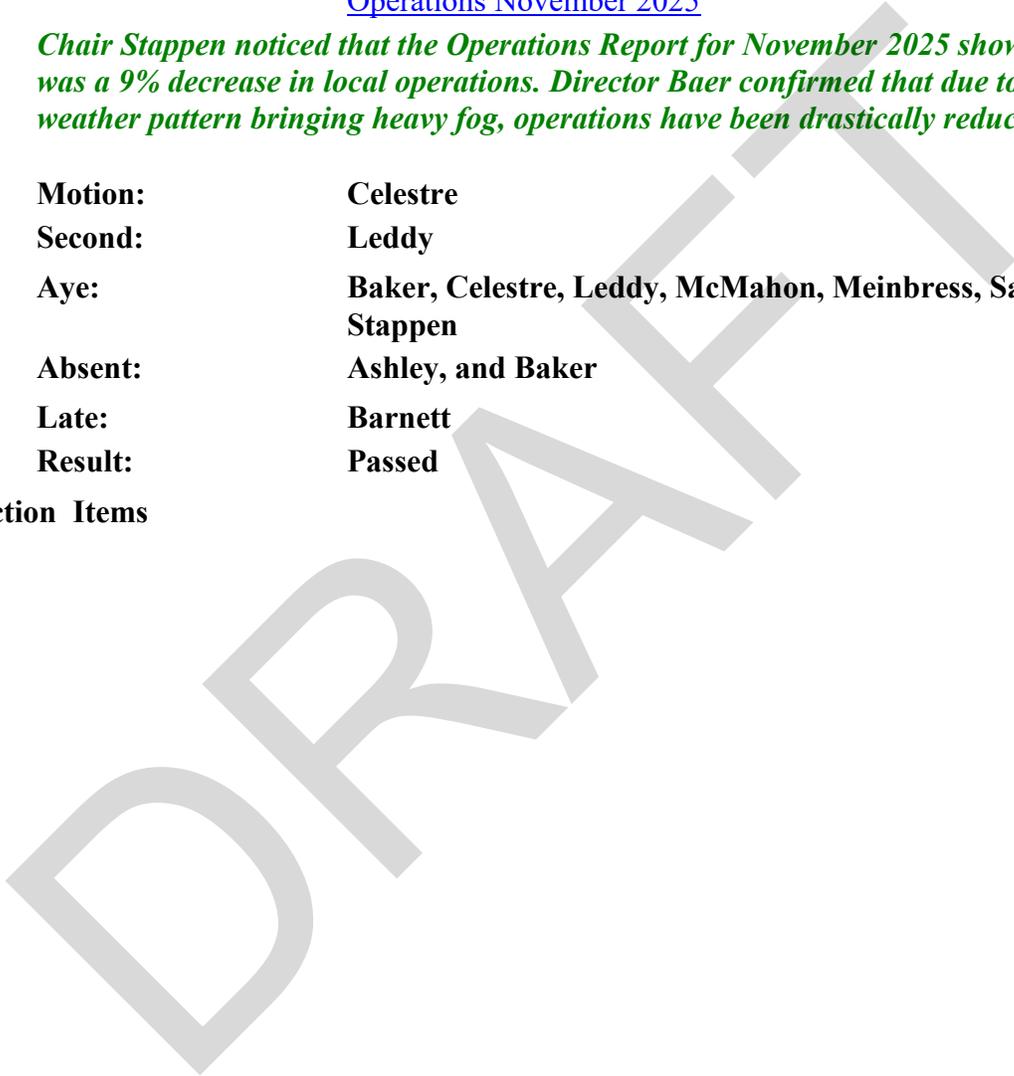
[25-5473](#)

- Attachments:**
- [Noise Abatement Stats October 2025](#)
 - [Noise Abatement Charts October 2025](#)
 - [Operations October 2025](#)
 - [Noise Abatement Stats November 2025](#)
 - [Noise Abatement Charts November 2025](#)
 - [Operations November 2025](#)

Chair Stappen noticed that the Operations Report for November 2025 showed that there was a 9% decrease in local operations. Director Baer confirmed that due to the recent weather pattern bringing heavy fog, operations have been drastically reduced.

- Motion:** Celestre
Second: Leddy
Aye: Baker, Celestre, Leddy, McMahon, Meinbress, Salimi, and Stappen
Absent: Ashley, and Baker
Late: Barnett
Result: Passed

5. Action Items



5.a. Business Association Seat Update - Recommend Proposed Changes to AAC Bylaws [25-5474](#)

Director Baer explained that this item has been discussed in the past starting back in September 2024 as the Business Association seat is not defined within the AAC Bylaws. This Committee tasked him with contacting the County Administrator's Office, and the Clerk of the Board to explore how to create a bonafide business association. He outlined his efforts to meet with the original members of the association with no success, as there was no interest in establishing or maintaining such an association.

In view of this, Director Baer recommended 1) to eliminate the Business Association Seat, and 2) adding a standing "Airport Business" item to all the future AAC agendas to ensure that airport businesses still have a forum to share concerns or proposals. This would also prevent the potential conflicts of interest where members would have to recuse themselves, 3) to eliminate one Member-at-Large #1 seat, 4) to reduce the number of seats from 13 to 11, and 5) to lower the quorum count from seven to six. Director Baer recapped that since Member-at-Large #1 is currently taken by Chair Stappen and since this seat is being eliminated, Chair Stappen who resides in District 3 will apply for that vacancy. Thus, the proposed changes to the bylaws will not affect the current make-up of the Committee.

A motion to adopt the recommendation was made.

Motion: Celestre

Second: Leddy

Aye: Baker, Barnett, Celestre, Leddy, McMahon, Meinbress, Salimi, and Stappen

Absent: Ashley, and Baker

Result: Passed

- a) Revise Section III to eliminate Business Association Seat
- b) Revise Section III to eliminate one Member-at-Large position (Member-at-Large 1)
- c) Revise Section VI to reduce Quorum requirement from 7 to 6

5.b. Recommend staff adds a standing AAC agenda item for Business entities

6. Discussion Items

6.a. AAC Vacancy Update

[26-01](#)**Attachments:** [AAC Vacancy Update](#)

Director Baer reminded everyone that the terms for District 1, 4, 5, and Member-at-Large #2 will expire on February 28, 2026. District 3, Airport Neighbor and Airport Business Association have been vacant for a while. However, with the action taken in item 5.a. Chair Stappen will apply for the District 3 vacancy, Airports Business Association will be eliminated, and Airports staff will continue to recruit for Byron Neighbor seat.

6.b. Unleaded Fuel Update

[25-5475](#)**Attachments:** [Pacific States Aviation \(PSA\) UL94 Avgas](#)

Ian Mannix, Line Service Manager with Pacific States Aviation (PSA) announced that Unleaded Avgas UL94 was delivered on December 30, 2025. He recapped that PSA in conjunction with the Contra Costa County Airports has been working to bring unleaded fuel alternative to the Buchanan Field Airport in the form of Swift Fuels Avgas UL94. PSA will be ready to roll out fuel to the public after they are done testing the fuel on their own fleet of 13 aircraft.

Director Baer congratulated the PSA team for all the efforts to bring the UL94 Avgas in 2025. Once PSA has completed the fuel testing, Airports will send out a press release to the pilot community and general public and the announcement will be posted on all social media platforms.

Committee members requested to send the press release to AOPA, and the AAC members, and to add UL94 statistics report to the AAC Agenda packet.

6.c Hangar Waiting Lists Fees and Process Update

This item was not addressed as it was a formatting issue.

6.d. Airport Development Items[25-5476](#)

Attachments: [CCR Development Exhibit January 2026](#)
 [C83 Development Exhibit January 2026](#)

Director Baer explained that the CCR Development Map has been updated as follow: 1) 14-Acres has been divided in sections and one of those sections was designated for Fire Station 9 but ConFire decided not to pursue the construction of their station. This section continues to be available for development. However, the west side of the Airport is challenging due to the drainage issues, 2) 3-Acres has been under lease, but has not been developed yet, 3) 16-Acres, Montecito Development is for non-aeronautical use and currently working on their entitlement process, Draft Environmental Impact Report (DEIR) and a lease with the Airport, 4) 11-Acres, a developer is interested in building large hangars but this project is currently on pause awaiting for additional information, and 5) 4.6-Acres, this is a non-aeronautical project that has been completed. It's currently a self-storage that is doing well and growing fast.

The C83 Development Map depicted all the potential areas available for aeronautical use at Byron, the 36-Acres for non-aeronautical use, and the aeronautical area currently under construction for Urban Air Mobility, LLC. The challenges for any future developments at Byron are water and sewer.

6.e. Recap of Santa's Jolly Landing Event on December 13, 2025[25-5477](#)

Attachments: [Santa's Jolly Landing Event](#)

Director Baer thanked all of those who attended, as it was a very successful event. There will be a debrief with staff and the AAC members followed by a debrief with REACH to ensure everything goes smoothly next year. Airport businesses participated and there was a raffle, which raised money for the Food Bank, equivalent to over 3,100 meals. All the attendees had the option to take photos with Santa and received a free copy instantly via email.

7. Potential Future Agenda Items

- *Unleaded Fuel Update*
- *Discuss Memo from Clerk of the Board regarding the Brown Act*

8. Adjourn

Chair Stappen adjourned the meeting at 11:00 AM.

The next meeting is currently scheduled for Thursday, March 12, 2026, 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 72 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, CA 94520, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. 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: Buchanan Field Airport at (925) 608-8000 or email: airport.team@airport.cccounty.us

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