



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Aviation Advisory Committee

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Thursday, November 13, 2025

10:00 AM

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

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<https://cccounty-us.zoom.us/j/82582758074>  
Call In: (214) 765-0478 or Toll Free (888) 278-0254  
Conference 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@cccounty.us](mailto:airport.team@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

*Secretary Richard Celestre called the hybrid meeting to order at 10:07 AM, and thanked and welcomed everyone. In attendance were Greg Baer, Judith Evans, Kalynn Larson, Steve Kowalewski, Will Nelson, and Daniel Barrios.*

**Present**

Gareth Ashley, Christopher Baker, Peter Baker, Emily Barnett, Richard Celestre, Elizabeth Leddy, Keith McMahon, Eric Meinbress, and Vincent Salimi

**Absent**

Shawn Stappen

**1.a. Aviation Advisory Committee Attendance Roster**

[25-4712](#)

**Attachments:**

[AAC Attendance Roster 9-11-25](#)

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 September 11, 2025, Meeting Minutes

[25-4713](#)

**Attachments:**

[Draft AAC Meeting Minutes 9-11-25](#)

**Motion:**

Barnett

**Second:**

McMahon

**Aye:**

Ashley, Baker, Baker, Barnett, Celestre, Leddy, McMahon, Meinbress, and Salimi

**Absent:**

Stappen

**Result:**

Passed

4. Consider Consent Items

- 4.a. Accept relevant Staff Reports for September and October 2025

[25-4714](#)

**Attachments:**

[September 2025 Staff Reports](#)

[October 2025 Staff Reports](#)

**Motion:**

Barnett

**Second:**

Ashley

**Aye:**

Ashley, Baker, Baker, Barnett, Celestre, Leddy, McMahon, Meinbress, and Salimi

**Absent:**

Stappen

**Result:**

Passed

- 4.b. Accept the Airport Noise and Statistics Report for August and September 2025

[25-4715](#)

**Attachments:**

[Noise Abatement Charts August 2025](#)

[Noise Abatement Stats August 2025](#)

[Operations August 2025](#)

[Noise Abatement Charts September 2025](#)

[Noise Abatement Stats September 2025](#)

[Operations September 2025](#)

**Motion:**

Barnett

**Second:**

Leddy

**Aye:**

Ashley, Baker, Baker, Barnett, Celestre, Leddy, McMahon, Meinbress, and Salimi

**Absent:**

Stappen

**Result:**

Passed

5. Action Items

- 5.a. Establish 2026 Annual AAC Meeting Schedule (Both Airports)

[25-4716](#)

**Attachments:** [Proposed 2026 AAC Meeting Schedule](#)

*A motion was made to adopt the 2026 AAC meeting schedule listed below and to set May 14, 2026, as the Byron Airport meeting date.*

- *January 8, 2026, at 10:00 am*
- *March 12, 2026, at 10:00 am*
- *May 14, 2026, at 10:00 am at Byron Airport*
- *July 9, 2026, at 10:00 am*
- *September 10, 2026, at 10:00 am*
- *November 12, 2026, at 10:00 am*

*Vice Chair, McMahon, wanted to recognize Airport Staff for their efficient work handling the committee an all related to the AAC.*

**Motion:** Salimi

**Second:** Barnett

**Aye:** Ashley, Baker, Baker, Barnett, Celestre, Leddy, McMahon, Meinbress, and Salimi

**Absent:** Stappen

**Result:** Passed

## 6. Discussion Items

### 6.a. Business Association Seat Update

[25-4717](#)

*Director Baer explained that this item is currently for discussion only. Last September there was a discussion about reducing the number of seats on the committee from 13 to 11. He noted that the Business Association is not defined within the AAC Bylaws, and there is no interest among the current association participants or airport businesses in forming a formal business association with its own Bylaws, officers, quorum, meetings, or minutes. Given this, Director Baer recommended eliminating the Business Association Seat. To ensure that airport businesses still have a forum to share concerns or proposals, he suggested adding a standing “Airport Business” item to the future AAC agendas. This would prevent the potential conflict of interest as businesses would not have to recuse themselves from any matters that directly affect their interests.*

*Director Baer also recommended: 1) eliminating the Member-at-Large #1 Seat and moving the current representative to District 3 since that seat is vacant and he resides in that district, 2) reducing the number of seats from 13 to 11, and 3) lowering the quorum count from seven to five.*

*Rashid Yahya with PSA confirmed that they are not interested in forming a formal association as it is time consuming.*

### 6.b. AAC Vacancy Update

*Director Baer just wanted to give a gentle reminder that District 1, 4, and 5, as well as Member-at-large #2 seats will be expiring on February 28, 2026. Airport Staff had already sent emails to these members, providing links to the new applications and reminders to contact their Districts if they wish to continue their service on the committee.*

6.c. Unleaded Fuel Update

[25-4718](#)

Attachments: [PSA UL94 Avgas Photos](#)

*Director Baer stated that there has been excellent progress made since the last meeting.*

*Rashid Yahya with Pacific States Aviation (PSA) reported that they continue to make substantial progress as everything is set up for the fuel farm, including the K-rail as well as the second containment. They are still going through the electrical permitting process. Once there is a delivery date there will be a press release going out to the pilot community and to the general public to celebrate this accomplishment.*

6.d. Hangar Waiting Lists Fees Update

*Director Baer provided an update on this item which he presented back in January 2025. At that meeting the committee voted to recommend the establishment of a Hangar Waiting List application fee and an annual fee. On October 7, 2025, the Board approved the fee. Subsequently, Airport Staff sent out about 170 emails to all the existing Hangar Waiting Lists Applicants (this included all the different lists). They were given until November 30, 2025, to complete the new form and pay the \$40 application fee. Since then, 37 existing and 3 new applicants have completed the process. The desired result is an accurate list and applicants that are committed to this process.*

*Member Barnett thanked staff for their efforts with this initiative.*

6.e. FY 2025/2026 Airport Budget

[25-4719](#)

Attachments: [FY 2025-2026 Airport Budget](#)

*Director Baer explained that Airports operate under an enterprise fund that is a government accounting method for services that are intended to be self-supporting. He added that although the report shows a deficit; it's important to keep in mind that Airports submit budget numbers in January or early February at the latest for a budget that is effective in June, therefore there is a lot of forecasting. For instance, the new terminal project was closed out just last month, but it's not reflected on the report.*

*Member Salimi noted that Byron brings less money and the majority of the revenue is spent on Buchanan Field. Director Baer explained that Byron Airport is not self-sustaining by itself and both airports are run as an airport system and he continues to work on building that airport to make it as profitable as Buchanan Field. Director*

*Baer added that another way to help Byron Airport is to encourage more pilots to utilize the airport and its services.*

6.f. Santa's Jolly Landing – December 13, 2025, Concord Plaza Hotel

*Director Baer reported that Kalynn Larson of his staff is coordinating this event with the hotel, and the different businesses that have participated in the past. This event would be like last year; children and families can take photos with Santa for free and the photos are instantly sent to them via email. Also, Airports Staff will be accepting donations for the Solano and Contra Costa Food Bank. Director Baer invited all the committee members to volunteer for this great event.*

7. Birdstop Presentation

25-4720

Attachments: [Birdstop Presentation](#)

*Keith Miao, Chief Executive Officer (CEO) and founder of Birdstop gave an overview of his company. They are a company that builds drone systems that can be operated from hundreds or thousands of miles away with FAA approval. They were founded in 2019 in San Francisco to build technology for safe and effective usage of low altitude airspace. In 2020, Birdstop started its first flight-testing program at Byron Airport. In 2021, they moved and established their Bay Area office at Buchanan Field Airport. Since then, Birdstop had been developing and testing Detect and Avoid (DAA) systems and operate their drones safely at Buchanan Field Airport in partnership with the Bay Area Test Site (BATS) program. In 2022, Birdstop was able to get one of the first FAA approvals to operate beyond visual line of site. Birdstop has received FAA Waivers and they believe that working with the BATS program has been instrumental to their achievements. Birdstop systems can now be deployed on-schedule and on-demand across the country from Alaska to Florida. They are helping public safety and emergency services, as they can get eyes on a scene in under 60 seconds at the tap of a button. Birdstop is now scaling up their manufacturing to meet and exceed the specification of national security and aviation law.*

8. Potential Future Agenda Items

- *Business Association Seat Update*
- *Hangar Inspection Updates*
- *Hangar Waiting List Update*
- *Santa's Jolly Landing Update*
- *Air Traffic Manager Introduction*
- *General Master Plan*
- *Buchanan Field Development Map*

**9. Adjourn**

*Secretary Celestre adjourned the meeting at 11:56 am. Moved by Christopher Baker to approve; seconded Keith McMahon.*

The next meeting is currently scheduled for January 8, 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, Concord, CA 94520, during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://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](mailto:Airport.Team@airport.cccounty.us)