The Aviation Advisory Committee (AAC) 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. Public Comment Period
3. Approval of the Aviation Advisory Committee’s August 10, 2017, Meeting Minutes
4. Consider Consent Items
   b. Approval of Relevant Board Actions that Occurred from August 1, 2017 – August 15, 2017
5. Presentations
   a. Discuss the 3-Acre Business Park Development Update with Montecito
   b. Discuss the Historical Background of the Buchanan Field Traffic Patterns
6. Discussion/Action Items
   a. Items Pulled from Consent – Discussion
   b. Discuss the Referred Recruitment of the AAC At-Large Seat to the Airport Committee
   c. Review and Discuss the Findings by the AAC Working Committee of the Tenant Recognition Program
   d. Discuss the Modifications to the Standard Federal Aviation Administration Process for the Reconstruction & Overlay Project on Runway 14L/32R
   e. Review and Discuss the Airport Enterprise Fund Budget for Fiscal Year 2016-17
   f. Discuss and Select an AAC member for the 101 John Glenn Drive Property Selection Committee
   g. Discuss the AAC Byron Meeting Date that is tentatively scheduled to be held on November 9, 2017
7. Future Agenda Items
8. Adjourn

Next AAC Meeting (Tentative): October 12, 2017 at 10:00 am
Next Airport Committee Meeting (Tentative): December 13, 2017 at 11:00 am
## AVIATION ADVISORY COMMITTEE

### ATTENDANCE ROSTER FOR 2017

<table>
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<tr>
<th>AAC Members</th>
<th>Representing</th>
<th>Contact Information</th>
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<th>Feb 09</th>
<th>Mar 09</th>
<th>Apr 13</th>
<th>May 11</th>
<th>Jun 08</th>
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<th>Aug 14</th>
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<td>Mike Bruno</td>
<td>Airports Bus. Assoc.</td>
<td><a href="mailto:michael@sterlingav.com">michael@sterlingav.com</a></td>
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<tr>
<td>Ronald Reagan</td>
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<td><a href="mailto:ron@rmsea.com">ron@rmsea.com</a></td>
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<td>Derek Mims</td>
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<td>Tom Weber</td>
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Was There a Quorum? Y or N

Y Y Y Y Y Y ----- Y

ABS = Absent
Y = Present
N = No

## TERM EXPIRATION AND TRAINING CERTIFICATION

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MEETING CALLED: Chair, Ronald Reagan called the meeting to order at 10:00 AM.

PRESENT: Emily Barnett, Member at Large
Mike Bruno, Vice Chair, Airport Business Association
Maurice Gunderson, Secretary, Member at Large
Keith McMahon, City of Concord
Ronald Reagan, Chair, District III
Russell Roe, District V
Dale Roberts, District I

ABSENT: Roger Bass, District II
Derek Mims, City of Pleasant Hill
Tom Weber, District IV

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports
Alina Zimmerman, Airport Assistant

OPENING COMMENTS BY CHAIR: Ronald Reagan welcomed the attendees.

PUBLIC COMMENT PERIOD: Duane Allen questioned the amount of noise calls received from July 26, 2017, two U2 touch and go passes. The Airport office received approximately 30 calls regarding both noise concerns and inquiries (only four noise complaints were noted).

Keith Freitas advised the Committee of a continuous discussion regarding the Runway – Resurface overlay project for 14L/19R 14R/32L. Construction for the $4 - $5 million project will not begin until 2019. Discussions will include phasing, closures, etc.

APPROVAL OF
CONSENT ITEMS: Moved by Mike Bruno; seconded by Emily Barnett. Approved
Yes: Maurice Gunderson, Keith McMahon, Ronald Reagan,
Russell Roe, and Dale Roberts. No: None. Abstained: None.
Absent: Derek Mims, Roger Bass, and Tom Weber.

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

Maurice Gunderson pulled the noise & statistics reports for discussion. On August 3,
2017, the noise working group met with a Pleasant Hill resident to discuss their noise
concerns. The citizen lives right off the departure of Runway 19R and has attended
an AAC meeting in the past regarding the individual’s same concerns. The working
group acknowledged the individual’s concerns and discussed the Airports’ noise
procedures, along with flight training programs operating out of Buchanan Field. The
individual was unaware these training programs took place along with many other
airport operations. Mr. Gunderson stated the meeting was productive and that it
shows the importance of engaging with the community.

b. Discussion of Airport Security Improvements

Contra Costa County Airports have made significant security improvements in fencing
upgrades, appropriate signage, added CCTV surveillance, and increased airfield
patrols from Sheriff and Airport staff. Staff is also working with tenants to assist with
other airport security improvements.

c. Discussion of the Tenant Recognition Award Selection Process

Mike Bruno proposed a motion to postpone the tenant selection vote/award to the
September 14th AAC meeting.

Moved by Mike Bruno; seconded by Maurice Gunderson. Approved Yes: Emily
Barnett, Keith McMahon, Ronald Reagan, Russell Roe, and Dale Roberts. No:

Emily Barnett and Mike Bruno met on July 17, 2017 to discuss the existing Tenant
Appreciation Program. The working group addressed three objectives: 1) evaluate
the overall program for improvements 2) determine ways to grow the program and
increase tenant participation 3) identify possible recipients. Out of these objectives,
the working group identified some constraints including a limited pool of recipients
and a lack of engagement and outreach.

The working group made a recommendation to make the award cycle on-going
instead of annual. Ronald Reagan supported the working group’s recommendation.
He also gave two suggestions: 1) make the award not limited to tenants, but to
everybody having a connection to the Airports or 2) create a selection committee
consisting of two to three individuals whose purpose is to review nominations, make a
recommendation to the AAC, then have the AAC take a vote.
d. Discussion of the Airport Economic Development Program Priorities and Process Update

This is a continuous discussion of the priority projects that correspond with the Airport’s strategic plan. Airport staff is looking to have more involvement from tenants/stakeholders and gather input to set priorities with the limited resources available. The top four projects to be discussed are:

1. Rates and charges
2. Aesthetic improvements to both airports
3. Creating a heart for Buchanan Field (i.e. terminal building)
4. Promote business growth at Byron (i.e. new office and hangar space)

With implementing these projects come tradeoffs. Staff plans to bring this item to the Airport Committee meeting on September 13, 2017 for further discussion.

e. Discuss the Update Regarding the Runway Taxiway Echo/Kilo Project

Keith Freitas gave a report on the successful Taxiway Echo/Kilo project. Construction has been completed, and the final piece left to do for the project is marking and paving – which should be completed within the month of September 2017. Keith thanked the tenants for their continued patience throughout the process.

f. Discuss Scheduling an AAC Meeting Date to be Held at the Byron Airport

The AAC meeting date to be held at the Byron Airport has been tentatively scheduled for November 9, 2017.

g. Discuss the Proposed Project to Reskin and Install New Doors to the East Ramp Hangars F Row at Buchanan Field

Airport Staff have been in discussions regarding the reskinning and installation of new doors to the east ramp F-row hangars at Buchanan Field. The east ramp hangars are roughly 60 years old and are in need of mechanical and aesthetic improvements. Specs are currently being developed for the proposed project with a tentative project start date of spring 2018.

FUTURE AGENDA ITEMS/COMMENTS

• Montecito 3-acre business park development
• Tenant appreciation award selection process
• History of the Buchanan Field traffic patterns
• Runway 14L/32R FAA Exemption

ADJOURNMENT: The meeting was adjourned by the Chair at 11:23 AM.
Chair, Ronald Reagan called the meeting to order at 10:00 AM.

Emily Barnett, Member at Large
Roger Bass, District II
Maurice Gunderson, Secretary, Member at Large
Derek Mims, City of Pleasant Hill
Ronald Reagan, Chair, District III
Russell Roe, District V
Tom Weber, District IV

Mike Bruno, Vice Chair, Airport Business Association
Keith McMahon, City of Concord

Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports
Alina Zimmerman, Airport Assistant

Ronald Reagan welcomed the attendees.

George Grech stated his concern with the Airport’s hangar waiting list policy. He is currently on the list for a north facing hangar. His concern is that once he is at the top of the list, sometimes the only available hangar is south facing, leaving him no other option than to be put back to the bottom of the wait list. His suggestion to the committee is for there to be two separate lists, one for north facing and one for south facing.

The Collings Foundation’s Wings of Freedom tour (WWII vintage Boeing B-17 Flying Fortress, consolidated B-24 Liberator, B-25 Mitchell and North American P-51 Mustang) will be at the Buchanan Field Airport from June 8-11.
Keith Freitas acknowledged Conco Aviation Center as Contra Costa County Airports' new tenants of the large corporate hangar located on 700 Sally Ride Drive.

Airport staff has been receiving complaints from tenants regarding Hertz/Lyft operations on John Glenn Drive. Airport staff is working with the tenant involved to try and get the issue resolved as soon as possible.

APPROVAL OF MINUTES:

APPROVAL OF CONSENT ITEMS:

DISCUSSION/ACTION ITEMS:

a. Discussion of Items Pulled from Consent

b. Recognition of Rashid Yahya for Receiving the 2016 Federal Aviation Administration’s, Flight Instructor of the Year Award - Discussion

Rashid Yahya with Pacific States Aviation will be recognized by the Board of Supervisors (Board) and presented with a certificate of appreciation for his outstanding achievements.

c. Regional Measure 3 (RM3) – Discussion of Potential 2018 Ballot Initiative for Transportation Released Projects

Ronald Reagan was contacted by the Contra Costa Transportation Authority (CCTA) regarding the Metropolitan Transportation Commissions (MTC) effort to create more revenue by increasing bridge fares. The purpose of the increase is to help improve transportation infrastructure around the Bay Area. If the measure passes, Contra Costa County would receive up to 18% of those funds, and $87 million would be allocated to the connector to Armstrong Road which gives convenient access to the Byron Airport. Currently the MTC is petitioning the state of California to get this measure on the 2018 ballot. This particular measure requires a simple majority vote to pass. At this time the AAC is unsure whether RM3 will make it on the 2018 ballot. The AAC will continue to provide updates.
d. **Tenant Appreciation Program – Discussion of Working Group Update**

Tom Weber and Maurice Gunderson thanked the AAC for nominating them to be included in the Tenant Appreciation working group; but respectfully declined the offer. Emily Barnett then offered to be included in the working group. Ronald Reagan suggested processing the Airport's current nominations in the same manner, and then changing the program process for the 2018 tenant nominations. The AAC will take a vote of the nominations in August, and then present the awards in September of this year.

e. **Construction Update Regarding the Design Analysis Options for Runway 14L/32R Reconstruction and Overlay Project as Detailed in Engineering Report**

Keith Freitas advised the AAC that funding for the Runway Overlay project has been delayed by the FAA until 2019 instead of 2018. In the attached engineering report are four pavement design options. Out of the four options, option two, AC Pavement Mill and Fill, was ultimately recommended by the Airports' consultants. It was questioned why option two was recommended over option one – being more environmentally friendly and cost effective. The only issue is that alternative one is not an FAA approved process. The approximate timeline for the FAA to approve funding for option one could take 9-12 months. Now, since funding has been pushed to 2019, the Airport may ask the FAA for an exemption.

f. **Noise Program – Discussion of Draft Program, History and Purpose**

This is a continued discussion about improving the noise abatement letter to be more community friendly. The goal is to look at the noise program in total and educate the community about what our process is and what to do if an individual is not happy. The overview of the draft includes a history of Buchanan Field’s noise program, its processes and procedures, and its purpose that the Airport is committed to being a good neighbor and improving the quality of life in our community. Staff is seeking input from the AAC to the draft, along with ways to promote the program to the public.

g. **Discuss the Update Regarding the Runway Taxiway Echo/Kilo Project, Tentative Re-Start Date for Construction if Friday, June 23, 2017**

In late May 2017, a slurry seal was put on the remainder of Taxiway Echo, near the approach end of the 19R Runway. Construction will then continue on Taxiway Kilo, across from the main Runway, which will be done within a two day operation. In order to minimize the impact to Runway 01L/19R (2-day closure), the grinding work will begin Friday, June 23, then, finishing up with the asphalt work on Saturday, June 24.

**FUTURE AGENDA ITEMS/COMMENTS**
- Discuss the Tenant Appreciation Program, Working Group Update
- Discuss a date for the Byron Airport meeting (Ron Reagan suggested October)

**ADJOURNMENT:** The meeting was adjourned by the Chair at 11:22 AM.
# Noise Abatement Statistics

## July 2017

### # Of Callers | Complaints | YTD | YTD % CHANGE
| 19 | 21 | 20 | 126 | 126 | 0% |

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### TOTAL AIRCRAFT OPERATIONS

| Total | 11,663 | 11,616 |

### COMPLAINTS PER 10,000 OPERATIONS

| Total | 18 | 17 |

### COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY

| Total | 13 | 15 |

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**January**

1. Non-Assoc. Air Traffic from Moraga
2. Non-Assoc. Helicopter from Pittsburg
3. Non-Assoc. Helicopter near Briones Park

**March & February**

7. PGE helicopter complaints
6. Aerobatic Brentwood
2. Non-Assoc. low-flying from Mtn House

**April**

1. Other Law Enforcement Helicopter from Bay Point
1. Other Law Enforcement Helicopter from Clayton
1. Other PGE Pipeline Helicopter from Walnut Creek
1. Other Reckless Flying from Bethel Island

**May**

3. Non-Assoc. low flying from Benicia Resident

**June**

12. Wings of Freedom tour
1. Other life flight from Walnut Creek
1. Law: PH most likely military helicopter
1. Low flying powerline patrol Helicopter from Concord

**July**

1. Low flying law helicopter concord
4. U2 Military Jet Training Operation
## Contra Costa County Airports
### Monthly Operations Report

#### July 2017

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<td>Itinerant Operations</td>
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<td>3,942</td>
<td>23,877</td>
<td>21,921</td>
<td>9%</td>
</tr>
<tr>
<td>Total Instrument Ops</td>
<td>821</td>
<td>937</td>
<td>6,230</td>
<td>5,735</td>
<td>9%</td>
</tr>
<tr>
<td><strong>FUEL FLOWAGE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Octane</td>
<td>29,213</td>
<td>27,876</td>
<td>167,300</td>
<td>152,192</td>
<td>10%</td>
</tr>
<tr>
<td>Jet Fuel</td>
<td>84,296</td>
<td>89,140</td>
<td>649,213</td>
<td>530,407</td>
<td>22%</td>
</tr>
<tr>
<td>Total</td>
<td>113,509</td>
<td>117,016</td>
<td>816,513</td>
<td>601,956</td>
<td>36%</td>
</tr>
<tr>
<td><strong>BYRON INFORMATION</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Byron Fuel</td>
<td>15,003</td>
<td>12,708</td>
<td>90,764</td>
<td>58,075</td>
<td>56%</td>
</tr>
<tr>
<td><strong>SKYDIVERS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of Flights</td>
<td>107</td>
<td>138</td>
<td>595</td>
<td>634</td>
<td>-6%</td>
</tr>
<tr>
<td>Experienced Jumps</td>
<td>1,058</td>
<td>1,041</td>
<td>3,209</td>
<td>3,815</td>
<td>-16%</td>
</tr>
<tr>
<td>First Time Jumps</td>
<td>249</td>
<td>414</td>
<td>1,135</td>
<td>1,415</td>
<td>-20%</td>
</tr>
<tr>
<td>Student Jumps</td>
<td>56</td>
<td>46</td>
<td>138</td>
<td>148</td>
<td>-7%</td>
</tr>
<tr>
<td>Glider Operations</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tow Aircraft</td>
<td>132</td>
<td>0</td>
<td>204</td>
<td>0</td>
<td>#DIV/0!</td>
</tr>
<tr>
<td>Glider Aircraft</td>
<td>132</td>
<td>0</td>
<td>204</td>
<td>0</td>
<td>#DIV/0!</td>
</tr>
</tbody>
</table>
The following certified Board Orders are attached:

**August 1, 2017**  
APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Dianne Cole for a T-hangar at Buchanan Field Airport effective July 15, 2017 in the monthly amount of $394.10 (100% Airport Enterprise Fund).

**August 1, 2017**  
REFER to the Board's Airports Committee the recruitment to fill a vacant At Large seat on the Aviation Advisory Committee, as recommended by the Internal Operations Committee.
To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: August 1, 2017  

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 Dianne Cole for a T-hangar at Buchanan Field Airport effective July 15, 2017 in the monthly amount of $394.10, Pacheco area.

FISCAL IMPACT:  
The Airport Enterprise Fund will realize $4,729.20 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,

☑ APPROVE  ☐ OTHER  
☑ RECOMMENDATION OF CNTY ADMINISTRATOR  ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 08/01/2017 ☑ APPROVED AS RECOMMENDED  ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor  
       Candace Andersen, District II Supervisor  
       Diane Burgis, District III Supervisor  
       Karen Mitchoff, District IV Supervisor  
       Federal D. Glover, District V Supervisor

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: August 1, 2017
David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925) 681-4200

cc:
pursuant to the terms of the above lease.
BACKGROUND: (CONT'D)

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

ATTACHMENTS
Hangar Agmt - Dianne Cole
To: Board of Supervisors  
From: INTERNAL OPERATIONS COMMITTEE  
Date: August 1, 2017  

Subject: REFER AVIATION ADVISORY COMMITTEE AT LARGE SEAT RECRUITMENT TO THE AIRPORTS COMMITTEE

RECOMMENDATION(S): 
REFER to the Board's Airports Committee the recruitment to fill a vacant At Large seat on the Aviation Advisory Committee.

BACKGROUND: 
In 2013, IOC reviewed Board Resolution Nos. 2011/497 and 2011/498, which stipulate that applicants for At Large/Non Agency-Specific seats on specified bodies are to be interviewed by a Board Committee. The majority of applications and candidates for these At Large seats are screened and/or interviewed by the Board's Internal Operations Committee (IOC), including those for the Aviation Advisory Committee.

In December 2016, the IOC recommended to the Board of Supervisors appointment of Emily Barnett (Pleasant Hill) and reappointment of DeWitt Hodge (incumbent, Pittsburg) to At Large seats on the Aviation Advisory Committee. However, the Board decided to appoint only Ms. Barnett, leaving new term of At Large #2 seat (held by DeWitt Hodges) open, and requested the Airports Committee to resolve the issue of Mr. Hodges having a business interest on the premises rather than a general community interest, and to return to the Board with a recommendation for an appointment to the remaining At Large seat.

In March 1, 2017, the At Large 2 seat term of office expired. The Airports Director opened a five-week recruitment, garnering only one application, from DeWitt Hodge, who attended the July 10 IOC meeting. At the July 10 IOC meeting, Airports Director Keith Freitas explained that there had been two applicants for the vacant At Large

Action of Board On: 08/01/2017 □ APPROVED AS RECOMMENDED □ OTHER

Clerks Notes:
VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

Contact: Julie DiMaggio Enea  
(925) 335-1077

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: August 1, 2017  
County Administrator and Clerk of the Board of Supervisors

By: Stephanie Mello, Deputy

ee: IOC Staff, Airports Director
BACKGROUND: (CONT’D)

seat but on the day of packet distribution, one applicant withdrew, leaving only one candidate for the IOC's consideration. The candidate, DeWitt Hodge, who previously held the seat, commented that there was no written description or requirements for the At Large seats and therefore, no grounds on which to disqualify him.

Acknowledging that the Board of Supervisors is seeking community representation in the AAC At Large seats, the IOC requested the Airports Director to initiate a new recruitment with the goal of attracting a pool of candidates for further consideration. The IOC recommends to the Board that the new recruitment for this seat be referred to the Airports Committee, which has direct oversight of airport issues within the county.
An airfield traffic pattern is a standard path followed by aircraft when taking off or landing.

For safe operations aircraft must take off and land into the wind. Wind direction changes by season and even throughout the day, thus altering the runways in use.

Aircraft may operate at low altitudes as necessary for landing and takeoff per Federal Aviation Regulation 91.119.

- Visual Flight Rules (VFR) are a set of FAA regulations under which a pilot operates an aircraft in weather conditions generally clear enough to allow the pilot to see where the aircraft is going.
- Pilots flying under VFR are generally not assigned routes or altitudes by air traffic control (ATC) and assume responsibility for their separation from all other aircraft.

- Instrument Flight Rules (IFR) are a set of FAA regulations that govern flight under conditions in which flight by outside visual reference is not safe.
- In controlled airspace, air traffic control (ATC) separates IFR aircraft from obstacles and other aircraft using a flight clearance based on route, time, distance, speed, and altitude.
Potential Traffic Pattern - Runways 1-19
Runway 19R VFR Traffic Pattern

Example training operation on Runway 19R. As depicted by PlaneFinder website.
Buchanan Field

IFR Departures

NOTE: Chart not to scale.

(NOTES CONTINUED ON FOLLOWING PAGE)
Tenant Recognition Program

Mike Bruno and Emily Barnett met on July 17, 2017 to discuss the Tenant Recognition Program to achieve the following objectives:

1. Identify additional possible candidates for the current award cycle
2. Determine ways to engage and grow tenant participation
3. Evaluate the overall program and identify possible improvements

Takeaways:

1. Mike Bruno will follow up with his contacts in an attempt to find additional worthy candidates.
   The candidates will be presented at the next AAC meeting.
2. There are a few constraints which seem to be the factors for low participation.
   a) Limited pool of possible recipients
   b) Lack of engagement or direct interaction other than the annual BBQ and website where the program information is distributed
   c) The recognition program requires an AAC or other “champion” which would be required to spend several hours determining possible candidates, contacting those candidates and encouraging them to apply, and following up on the process. Without this “champion” it will be difficult to solicit sufficient and worthy applicants.
3. The spirit of the program is to recognize individuals or businesses that exemplify one or more of the award criteria on an annual basis. There is a possibility of removing the restriction of having it as an annual award and instead allowing for an ongoing recognition award to be given when the individual or business warrants recognition.

Recommendations:

1. Provide Committee with current candidate(s) to be award as has been done in previous years
2. Change the award in the future to be an ongoing award where recognition will occur more immediately and as appropriate for worthy candidates.
3. Add additional award criteria (or changes) to include:
   a) Provides exceptional service or experiences that builds community, showcases public benefit of the airport, and/or supports airport services and operations
   b) Contributes a vision, leadership, or skill, that has made a significant and lasting contribution to the promotion and advancement of aviation or the airport

Prepared for the Aviation Advisory Committee Meeting on 8/10/17 by Emily Barnett
c) Strongly contributes to the environmental stewardship, safety, and/or emergency preparedness of the airport and its operations

d) Provides strong community support and communication with the public

Per the Direction of the Committee on 8/10/17

1. Provide renaming options for the award that will include both airports and expand the types of potential candidates that can qualify for the award (examples: individuals, groups, non-profits, supporters, etc.)

   a) Buchanan and Byron Airport Recognition Award
   b) Contra Costa Airports Champion Award
   c) Contra Costa Aviation Champion Award
   d) Airport Champion Award of Contra Costa County
   e) Outstanding Airport Champion of Contra Costa County

2. Provide additional criteria for the award to expand the potential of qualified candidates

   a) Any individual/group/business or organization that has provided exceptional service or experiences that builds community, showcases public benefit of the airport, and/or supports airport services and operations
   b) Any individual/group/business or organization that has exceptionally contributed a leadership role, skill, activity or event that has made a significant and lasting contribution to the promotion and advancement of aviation or the airports
   c) Any individual/group/business or organization that has strongly contributed to the environmental stewardship, safety, and/or emergency preparedness of the airport and its operations
   d) Any individual/group/business or organization that has provided strong community support, engagement and/or communication with the public in support of airport services and operations

Prepared for the Aviation Advisory Committee Meeting on 8/10/17 by Emily Barnett