

Humboldt County Airport Advisory Committee

MINUTES

October 25, 2016

6:00 PM

Prosperity Center, 520 E Street, Eureka, CA 95501

1. CALL TO ORDER AND ROLL CALL - The meeting was called to order at 1800 by Chairman Ravetti.

Members Present: David Ravetti, Dom Bucciarelli, Tim Callison, Joe Shepp, Kyle Gabel, Rich Fenton, Alex Stillman, Justin Zabel

Members Absent: John McBeth

Staff: Tom Mattson, Emily Jacobs

Guests: Al Castaldi, Steve Bowser, Doug Holsclaw

The Committee reserves the right to bring presentations by invited guests forward as a courtesy to those individuals. *No modifications to the Agenda occurred at this meeting.*

2. PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Committee on any matter *not* on this agenda that is under the jurisdiction of the Committee.

(The Committee has the right to limit presentations to three minutes.)

There was no public comment received at this meeting.

2. APPROVAL OF THE MINUTES – 9/6/16 meeting minutes.

Note: A regular meeting did not occur on 9/27/16 due to a lack of a quorum.

The Minutes of the 9/6/16 meeting were approved by a unanimous voice vote of: Ravetti, Fenton, Callison, Stillman, Bucciarelli.

4. AVIATION DIVISION REPORT

- A. Airports Projects Update

1. ACV restaurant rehabilitation. The County's Consultant is working on minimum code improvement design plans. Further improvements would be performed or negotiated with a future tenant for the space.
2. Ramones Updates – Business has been good and their hours have been adjusted in order to accommodate peak traffic periods at ACV. Rental income for the space is dependent upon a percentage of their business, so the County is receiving more income than they had initially expected from this space. Discussion occurred regarding increased marketing of the business to nearby the business park tenants.
3. Airport Layout Plan (ALP) review – See Item 5.E. for EKA. The “Draft” ACV ALP is in the process of development.
 - a) ACV solar array – The consultant has performed multiple reviews of the site. The County is working with them and discussing potential construction and financing options.

4. Airport Improvement Proposal & Supplemental budget – The project budget summary for the County projects pending FAA approval was not available for this meeting, but will need review by the Committee via email. Emily to forward to the Chairman.
- B. Aviation Division Update
 1. Aviation Division update – No further information at this meeting.
5. OLD BUSINESS
 - A. Fly Humboldt Update – RREDC – Pen Air is carrying more passengers and some flights to Portland are being used to connect with southbound destinations. The “Fly Humboldt” airline recruitment campaign continues.
 - B. Fuel RFP status – Roads Division to Airport Division. A fuel RFP for the entire County is to be sent out by purchasing soon. The aviation division will modify this RFP to serve the aviation fuel function and they should both go out at about the same time.
 - C. Self-Serve Fuel Pump at ACV – The self-serve pump controls for 100LL has been installed and is functional at ACV.
 - D. Previously submitted RFP update – Tom Mattson reported that in November the Board Subcommittee will try to get an RFP out for an airport business plan study, with a bid alternate for a governance study option. If funds are available, they will perform the entire study. Otherwise, the Business/Economic Development scope will be the focus.
 - E. EKA ALP – Runway width was discussed, as the proposed ALP may include a reduction in funded width to 60’ from the current 75’. Emily noted that FAA funding for runway width is dependent upon the current aircraft users of the airport. Installation of an AWOS system was also discussed, with Tom Mattson reminding all that these systems come with reoccurring costs, which will need to be recovered in some way. The EKA ALP item will be carried forward to the next meeting for further discussion.
6. NEW BUSINESS
 - A. Nomination of HCAAC officers for 2017
 - Secretary – Rich Fenton
 - Vice Chairman – Dom Buccarelli
 - Chairman – Tim Callison
7. ITEMS for the November 22, 2016 Committee meeting
 - Joe Shepp would like to discuss the construction of a “real” restroom at Garberville.
 - EKA Murray ALP
 - ACIP grant review
 - New airport logo
8. ADJOURNMENT – The meeting was adjourned at 1910 by Chairman Ravetti.

Respectfully submitted on October 25, 2016 by Richard R. Fenton, Secretary