



COUNTY OF HUMBOLDT

DEPARTMENT OF AVIATION

3561 Boeing Ave., McKinleyville, CA 95519

Phone: (707) 839-5401

Humboldt County Aviation Advisory Committee Meeting Minutes

Tuesday, March 29, 2022

6:00PM

ZOOM

1. CALL TO ORDER AND ROLL CALL – 6 pm

The Committee reserves the right to bring presentations by invited guests forward as a courtesy to those individuals.

Committee Attendees: Alex Stillman, Chris Nelson, John McBeth, Caleb Leshner, Justin Zabel, Kyle Gabel.

Staff: Cody Roggatz – Director of Aviation, Lucinda Jackson – Administrative Analyst

Others: Andrew B., Andrew Sible, Doug Holsclaw, ROS, William Wickman, David White, Gene, Greg Bickel, Jaison Chand, Lee Rector, Rich Fenton, Sonia Waraich, Steve Pritchard.

2. PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Committee on matters *not* on the agenda and under the jurisdiction of this Committee (Presentations limited to three minutes.)

A. There was public comment about the ACV Jet A fuel tank condition and maintenance, and a request for Aviation staff to retain someone to remove existing rust and maintain fuel tank.

3. APPROVAL OF THE MINUTES

A. January 25, 2022 – First: John McBeth Second: Chris Nelson Approve: 6 Oppose: 0

B. February 22, 2022 - First: John McBeth Second: Chris Nelson Approve: 6 Oppose: 0

4. PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Committee on matters on the agenda and under the jurisdiction of this Committee (Presentations limited to three minutes.)

A. Murray Field Airport:

- a. FBO & Flight Instruction: Meeting participants inquired about bringing a new FBO and/or flight school instructor to EKA. Committee member Alex Stillman inquired if Kyle Gabel is carrying insurance for flight instruction. Meeting participant inquired if t-shirts are being saved for the next FBO. Conversation ensued.
- b. Improvement Projects: Committee member Caleb Leshner requested an update on EKA projects.
- c. Fuel Tank: Committee member John McBeth asked if a portable fuel tank could be provided at EKA. Committee member Justin Zabel inquired if a kiosk can be installed and connected to fuel tank at later time. Conversation with Kyle Gabel ensued.
- d. Restroom & Wifi Access: Committee member Alex Stillman inquired if a fee system for restroom and wifi access could be installed. The key system would track who accesses the restroom and provide access to wifi.

B. Arcata-Eureka Airport:

- a. Runway Lighting Improvement Project: Meeting participant inquired if Rwy 1/19 will be part of the upcoming ACV improvement efforts. Meeting participant noted the new LED lighting is phenomenal!
- b. GA Lounge: Committee member John McBeth inquired about new construction of trailer on east side of airport to serve as GA lounge. Staff update provided. Cody Roggatz and John McBeth will follow-up to continue conversation after the committee meeting.
- c. Airline Recruiting: Committee member Chris Nelson inquired about airline recruiting. Staff update provided. Conversation ensued.
- d. Gates: Committee member Alex Stillman inquired if gates will be incorporated into ACV improvement project.

5. DEPARTMENT OF AVIATION REPORT

A. Presentation to the Board of Supervisors

1. CARES Act Fund Plan: Staff provided a summary of CARES funding available, how CARES funding and county funding are separated, and funding plan to (1) purchase needed equipment to maintain Humboldt County airports and facilities, (2) improve ACV parking lot, (3) improve ACV terminal, and (4) evaluate infrastructure needs at remaining airports. The estimated project cost and timeline were provided.
2. Murray Field Airport: See Item 5.A.3 and Item 5.B.
3. Hangar Evaluation and Next Steps: Staff provided a status of existing infrastructure evaluation to determine necessary improvements needed, costs, and estimated timeline to complete.

B. Murray Field Updates:

1. PAPI: Staff provided project status, indicating a potential to include installation into the 2022-2024 improvement project timeline. PAPI would be owned and operated by FAA. Staff is continuing to pursue this opportunity.
2. Trees: Staff provided status of tree removal effort. Airport Operations Manager Curt Eikerman contracted an arborist and is meeting with the land-owner and arborist in April, 2022, to develop a tree removal plan.

C. ACV Café RFP

Staff provided status on the request for proposals (RFPs) for the ACV terminal café space. The RFP deadline was extended to April 8, 2022, and staff anticipates a fast turnaround after the bid period closes to fill the space.

D. Staffing

Staff provided an update on recruitment for the Airport Service Worker I/II position. One candidate was selected and will start on April 4, 2022. Staff has scheduled several more interviews.

E. Transportation Options at ACV

Staff provided a status on efforts to increase transportation options at ACV. County Administrative Office – Economic Development Division (CAO-EDD) Coordinator, Dianna Rios is working to bring Uber and Lift services to ACV. Aviation staff is working with car rental companies, Hertz and Budget AVIS to provide rental services at ACV.

F. Future FBO

Staff provided a status of FBO services in Humboldt County. Staff is working to provide FBO services in Humboldt County that will include flight training, fueling, storage, and pilot lounges by December 31, 2022.

6. OLD BUSINESS

A. Airport Cameras

Staff provided a letter of support and is working with partners at Cal Poly-Humboldt to seek grant funding to replace cameras.

7. NEW BUSINESS

A. Discuss Continuing Meetings on ZOOM

Committee members and meeting participants discussed whether to resume in-person meetings or continue to meet via Zoom. Committee member Alex Stillman indicated there was not a facility with room with sufficient size to accommodate all members for some of the recent meetings and the online meeting option allows for a greater number of people to attend that could not attend in-person. Committee member Caleb Leshner requested to meet at ACV in the unused restaurant space. Meeting participants suggested changing to a hybrid meeting format with both in-person and Zoom attendance options. The committee agreed to hold the April 26, 2022 meeting as a hybrid meeting with both in-person and Zoom attendance options.

8. COMMITTEE MEMBER UPDATES:

No committee member updates provided.

9. NEXT MEETING DATE – Tuesday, April 26, 2022

10. ADJOURNMENT – 7:20 pm