



COUNTY OF HUMBOLDT
DEPARTMENT OF AVIATION
3561 Boeing Ave., McKinleyville, CA 95519
Phone: (707) 839-5401

**Humboldt County Aviation Advisory Committee
Meeting Minutes**

Tuesday, April 26, 2022
6:00 PM
ZOOM

1. CALL TO ORDER AND ROLL CALL – 6:02PM

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, Ben McWhorter, Lt. Ryan O’Neill, Justin Zabel, Kyle Gabel, David Marshall

Absent: Caleb Leshner

Staff: Cody Roggatz – Director of Aviation, Cathy Canepa – Senior Administrative Analyst, Curt Eikerman – Airport Operations Manager

Others: Bill Wickman, Scott Machen, Erik Hakenen, Steve Bowser, Chuck Goodwin, Dave White, Bryan Davidson, Steve Pritchard, Lee Rector, Bob Hamilton, Sally Biggin, Mel Selinger, Matt, John Vandermolen, Andrew Sible, Meg Godlewski, Mike Dikun

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 requesting that future meetings get recorded for people unable to attend.

3. APPROVAL OF THE MINUTES

A. March 29, 2022 – First: Chris Nelson Second: Justin Zabel Approve: 6 Oppose: 0

4. DEPARTMENT OF AVIATION REPORT

A. Murray Field Airport:

- a. Fuel and Card Lock at Murray: The Department of Aviation is actively working with the Coastal Commission to streamline the permitting process. Projected project completion is end of CY2022.
- b. Access to Bathrooms: Airport Operations is working to get a pin pad ordered and installed on the outer door so pilots can access facilities. Staff will ensure regular cleaning of facilities once installed.
- c. PAPI: Conversations with the FAA are ongoing. FAA funding for 2022 and part of 2023 is already allocated to the ACV Runway project, so this request is slated for as soon as possible, potentially 2023/2024.
- d. Trees: Airport Operations Manager met the adjacent landowner, who had expressed concern regarding the tree removal and the embankment integrity, and contracted arborist. Arborist will be returning a professional report with recommendations on embankment stability in upcoming weeks.
- e. Hangar and Gate Repairs: Awaiting engineering report from initial hangar analysis.

B. Airline Update:

Staff was notified of Avelo’s intention to discontinue Las Vegas service at the end of April 2022 and American’s intention of discontinuing service to Phoenix in mid-August 2022.



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C. Coffee RFP:

Staff indicated that the Café Space RFP received multiple submittals and that a local business was selected and is in final negotiations. Staff expects to bring a lease before the board in May 2022.

D. Transportation:

Committee Chair, Alex Stillman, requested an update on the availability of Uber, Lyft, and alternate transportation for the evening flights at ACV. Staff indicated that after the Café Space is filled and running, the Lyft and Uber agreements will be next priority. Staff is working with car rental companies, Hertz and Avis-Budget to provide additional rental services. The Budget Avis Agreement is expected to be executed in May 2022.

E. New Recruitments

Staff provided an update on recruitment for the Airport Service Worker I/II position. Two candidates have been hired in the last month. Currently 9 of the 12 positions are filled and interviews have been scheduled for the remaining vacancies.

5. OLD BUSINESS

A. ACV

Staff indicated there are a multitude of projects underway at ACV, as discussed in previous meetings. Currently underway is the Runway rehabilitation and electrical upgrades project, Pavement Maintenance Management Plan, Wildlife Hazard Assessment & Management Plan, and System Wide Study.

B. Parking Lot Renovation

Staff recently received environmental clearance from the FAA to rehabilitate the parking lot. This project will hopefully be underway later this year.

C. Electric Vehicle Charging Station

Staff is working with Schatz Energy Research Center and RCEA to help expand the pre-determined EV parking footprint.

D. FBO

Staff is continuing administrative planning with interested FBO operator. Staff is hopeful to announce a new FBO later this year, which is anticipated to include flight pilot training, lounge, restrooms, and a modern facility.

There was discussion regarding why EKA was not prioritized for an FBO. Committee Member John McBeth explained that there have been talks for many years about a pilot's lounge and FBO at ACV, so ACV was not a priority over Murray. Both projects could be pursued at the same time.

E. Elevator Upgrade ACV

The elevator is one of many aspects of the current facility that are not compliant with current ADA requirements. ADA improvements are planned with the parking lot rehabilitation project.

F. Landscaping

Committee Chair Alex Stillman discussed the desire for more attention to landscaping toward the front of the ACV terminal. Staff advised that with the hiring of additional Airport Service Workers, weed eating and mowing the front-facing areas would be addressed more frequently.

6. NEW BUSINESS

A. Support for cameras at County airports: David Marshall



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Committee member David Marshall will be helping write a grant proposal to assist in replacement of the airport weather cameras. This is still in motion.

7. COMMITTEE MEMBER UPDATES

- A. Committee member Justin Zabel wanted to recognize that the FAA revised the Advisory Circular (AC) to allow for off-runway landings. Staff indicated that under the new AC, this is allowed, but the airport would first have to coordinate with the Flight Standards District Office out of Oakland to coordinate a safety review with the other lines of business within the FAA first. It is certainly feasible, but not currently allowed at Humboldt County Airports.

- B. Committee members and meeting participants discussed whether to resume in-person meetings, continue via zoom, or conduct a hybrid version of the meetings. Committee member Alex Stillman indicated there was not a facility with room of sufficient size to accommodate all members and public. Meeting participants suggested changing to a hybrid meeting format with both in-person and Zoom attendance options. The committee agreed to hold future advisory committee meetings in a hybrid format.

8. NEXT MEETING DATE - Tuesday, May 24, 2022

9. ADJOURNMENT