



COUNTY OF HUMBOLDT

DEPARTMENT OF AVIATION

3561 Boeing Ave., McKinleyville, CA 95519

Phone: (707) 839-5401

Humboldt County Aviation Advisory Committee Meeting Minutes

Tuesday, September 27, 2022

6:00PM

Hybrid-In Person and Zoom

In Person:

Conference Room 2nd Floor of ACV Terminal
3561 Boeing Avenue, McKinleyville, CA 95519

Zoom:

Join Zoom Meeting

<https://us06web.zoom.us/j/84987102766?pwd=WDlrMkZyaVdvS05iKzZQdjg1MVFFUT09>

Meeting ID: 849 8710 2766

1. CALL TO ORDER AND ROLL CALL – 6:04PM

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, Justin Zabel, David Marshall, Kyle Gabel, Ben McWhorter

Absent: Caleb Leshner Lt. Ryan O'Neill

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

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 were concerns voiced regarding ACV Runway 01 approaches and current NOTAMs. Staff indicated they had removed trees that the FAA flagged, but will check back in with the FAA to ensure the NOTAM is lifted.
- B. There was discussion regarding the long-term plan for FOT Airport and what critical aircraft should be included for future runway planning.

3. APPROVAL OF THE MINUTES – JULY 23, 2022

A. Motion to Approve: Alex Stillman Second: Chris Nelson Approve: 7 Oppose: 0

4. DEPARTMENT OF AVIATION REPORT

A. Fuel and Card Locks:

Staff worked with the vendor to install M4000 self-serve 100LL fuel systems at ACV, O16, and FOT to replace the very antiquated M3000 machines that were in use years prior. Staff will ensure the Operations phone number is listed at the pumps, should any issues arise.

B. PAPI:

No update from prior meeting. Staff signed the reimbursable agreement with the FAA as the first step. The County has funding set aside for the reimbursable portion of the project, but the FAA is still working on allocating funding for the equipment and installation. Likely to be funded 2023/2024.

C. Trees:

- i. ACV: An FAA aeronautical survey was conducted at ACV that indicated three penetrations impacting Runway 32 ILS. All trees indicated have been removed and Staff has provided evidence of removal to the FAA.
 - ii. EKA: Staff are working to acquire new equipment which will allow trees to be removed/reduced in-house. Updates to come at the next meeting.
- D. Hangar Project & Gate Repairs:

Staff have received the detailed reports from the Armstrong hangar study and will report back to the committee at the next meeting regarding planned repairs, replacements, and reconstruction. It is anticipated that Staff will be seeking bids for this work in the next few months.
- E. Gate Repairs:

The Department of Aviation has a new staff member that has 15+ years of welding experience and are working to acquire welding equipment to address gate, fence, and structural needs in-house.
- F. New Car Rental:

Staff is waiting on the final documentation from Avis/Budget before bringing the new lease to the Board of Supervisors for approval. This is anticipated to go before the Board next month. Staff is also working on revising the terms for the current rental car company, Enterprise, who currently operates out of ACV.
- G. Airline Update:

The Department of Aviation applied for, and received, a Small Community Air Services Development Grant Program (SCASDP) grant in the amount of \$850,000, with a local share obligation of \$400,000. ACV was one of 25 selected candidates throughout the country, and the only selected candidate in the state. This is to be used for a Minimum Revenue Guarantee (MRG) for a north-bound route to Seattle.
- H. Parking Lot:
 - i. EV Charging: Design is underway.
 - ii. RFP: The Department will be issuing a Request for Proposals (RFP) for parking lot management. This will include upgrades in technology, customer service, and revenue captured.
- I. Transportation at the Airport-Lyft, Uber, Taxis:

Dianna with Economic Development is waiting on one final document from Lyft before bringing a new agreement before the Board of Supervisors. Once the Lyft lease is executed, Staff will work on an agreement with Uber, and agreements and terms for Taxi Companies.
- J. Terminal:

The Department of Aviation is advocating for, and conducting the necessary planning efforts to try to obtain Bipartisan Infrastructure Law (BIL) funding in future years.
- K. Cameras at County Airports Update:

Staff have partnered with David Marshall and Hans to get the EKA cameras working again. David, in partnership with Airport staff, is pursuing a grant for the replacement of the cameras due to the age of the currently installed cameras. More to come on this in upcoming meetings.
- L. Staffing:

The Department of Aviation has one vacancy in Airport Operations as an Airport Service Worker. The position is posted and accepting applications.
- M. Projects:
 - i. Rwy/Electrical-ACV:

The Board of Supervisors approved bids and authorized the notice to proceed during today's meeting. The notice to proceed will be sent to Mercer Fraser tomorrow, 09/28/22. More updates to come at future meetings.
 - ii. WHA-EKA and FOT:

The Department of Aviation just received grant funding for a Wildlife Hazard Assessment at EKA and FOT. This will be a 12-month wildlife study kicked off by the end of the year to help analyze wildlife concerns at our rural airports and justify federal grant requests for addressing wildlife issues identified.
 - iii. Electrical Study-EKA and FOT:

Staff received grant funding for an electrical study at both EKA and FOT. Both current airfield electrical systems are in excess of their design life and are beginning to exhibit signs that major

rehabilitation/replacement of the systems are needed. This study will quantify the condition and develop recommendations/cost for future improvements.

iv. Pavement Analysis:

One of the 2021 Airport Improvement Program grants received by the Department of Aviation was to analyze the pavements at our airports. According to the engineering analysis, FOT will be the highest priority after ACV. Murray Field can get another 5-7 years out of it's current pavement if we crack seal and clear coat the runway/taxiway.

N. Operations Report:

Curt Eikerman, Airport Operations Manager, provided detail on work the Airport Services Workers have been conducting at each County-owned airport, including before and after photos, numbers of hours per month work spent at each airport, and new equipment acquisitions and how that alleviate many of our current needs.

5. OLD BUSINESS

A. FBO:

There is nothing new to report currently. This is still a work in progress.

6. NEW BUSINESS

A. RAA, Having Art in Holding Area (Alex Stillman):

Committee member Alex Stillman suggested it would be nice for the traveling public if there was art, provided by RAA, in the holding room. Staff confirmed TSA would be supportive of this and is working with RAA to implement this.

7. COMMITTEE MEMBERS UPDATES

A. David Marshall: The Aviation Club has agreed to the tentative date of April 22, 2023 for Aviation Day at Murray Field Airport. The goal is to allow for static display of aircraft on the field, but the discussion is open to further ideas. More to come on this in the near future.

8. NEXT MEETING- Tuesday October 25, 2022

9. ADJOURNMENT – 07:09 PM