



COUNTY OF HUMBOLDT

DEPARTMENT OF AVIATION

3561 Boeing Ave., McKinleyville, CA 95519

Phone: (707) 839-5401

Humboldt County Aviation Advisory Committee Meeting Minutes

Tuesday, October 25, 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/84636959337>

Meeting ID: 846 3695 9337

1. CALL TO ORDER AND ROLL CALL – 6:00PM

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

Committee Attendees: Alex Stillman, David Marshall, Kyle Gabel, Ben McWhorter, Caleb Leshner, Justin Zabel

Absent: Chris Nelson, John McBeth, 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.)

None.

3. APPROVAL OF THE MINUTES: September 27, 2022 Minute approval will be pushed to the following meeting.

4. DEPARTMENT OF AVIATION REPORT

A. Budget & Financials:

FY22/23 Budget has been officially approved and adopted by the Board of Supervisors. All 12 ASW positions and all new equipment are incorporated in the FY22/23 budget, as well as the ACV Runway Project (roughly \$20M), ACV Parking Lot Upgrade (\$5M) and Hangar Improvement Projects (\$5M).

B. Leakage Study:

The most current leakage study for ACV of 2019 data shows that of the 150,000 people in our catchment zone, ACV only captures 32%. Staff uses this data during airline recruitment meetings to help support new routes. Currently staff are working to recruit a northbound route and will likely conduct another leakage study for CY 2021 or CY 2022.

C. Art in the Holding Area:

Staff is continuing conversations with Redwood Art Association regarding a schedule for installation of art in the holding area.

D. Parking:

- i. EV Charging: Design is underway. Armstrong Consultants have been working with Schatz Energy Research and have a follow-up meeting this coming Friday, 10/28/22.
- ii. RFP: Staff are actively working with Armstrong Consultants to issue a Request for Proposals (RFP) for parking lot management. This RFP will address upgrades in technology, improved customer service and customer interaction, increased parking capacity, and increased revenue.

E. Landscaping:

Improvements to landscaping will be incorporated in the ACV Parking Lot Project.

F. Murray Trees:

Staff are working to acquire new equipment which will allow for trees at EKA to be removed/trimmed in-house. Staff are continuing to work with the adjacent land owner for access and arborist for determination regarding the embankment support.

G. Murray Event (Aviation Days)

Committee member David Marshall and staff have chosen a date for 2023 and will be continuing planning for the event during the next few months.

H. Welding for Gates:

Department of Aviation Staff is working through the purchasing process to acquire new welding equipment to address gate, fence, and structural repair needs in-house.

I. Hangar Update:

Five million dollars of CARES Act money has been allocated to hangar improvements. Hangar doors and roofs will be replaced where facilities are still structurally sound. Specific facilities at EKA, FOT, and O16 will be designated for demolition and replacement. It is anticipated that staff will receive final reports and begin seeking bids in the next few months.

J. Jet A Tank at ACV

There was discussion regarding the current condition and maintenance schedule of the Jet A Fuel tank at ACV.

5. OLD BUSINESS

None.

6. NEW BUSINESS

- A. Infrastructure Maintenance Priorities
- B. Internet for O16 AWOS

7. COMMITTEE MEMBERS UPDATES

None.

8. NEXT MEETING- Tuesday, December 6, 2022

9. ADJOURNMENT – 6:51PM