

Humboldt County Aviation Advisory Committee
MINUTES
January 22, 2008
6:00 P.M.
Aviation Division Office
3561 Boeing Avenue, McKinleyville, CA

1. The meeting was called to order by Chairman Goodwin at 1800.
2. Roll call and parking ticket validation was performed for all attendees.

Members: Chuck Goodwin, Rich Fenton, Bill Davidson, Kyle Gabel, Alistair McCrone, Dennis Lichty, Jack Limmer.

Guests: Crystal Henson, Cal-Fire; Reginald Kennedy, NWS.

Staff: Jacqueline Hulsey, Airports Division Manager; Jody Wells, Administrative Assistant

3. **APPROVAL OF MINUTES** - November 27, 2007. The minutes were approved as submitted.
4. **OPEN SESSION** (to include community guests) – none this meeting.

5. **AIRPORT MANAGER'S REPORT**

A. Reports

- 1) Passenger and Freight Statistics - airport passenger totals are up at year end by 3.05%.
- 2) Delta Airline Connection to Humboldt County – The airline travel savings bank met the stated goal of \$500,000 in pledges. A Headwaters Fund grant was obtained as a guarantee against possible revenue shortfalls and the local media providers donated a combined value of \$100,000 in advertising for the new service. The combined package was sent to Delta on January 15th, and no response has been received at this time. Madeline Holcamp, Greg Foster, and all community members/businesses who worked to get this proposal returned to Delta within the short timeframe available, deserve congratulations and thanks.
- 3) Airline Consolidations – The possibility of Delta joining United Airlines or Northwest Airlines was discussed, but Jacque indicated that Delta has indicated that their business as “Delta” is proceeding until any possible merger is announced and approved by all parties.
- 4) FAA Re-authorization Bill – A new FAA funding bill has been passed in the House, but a matching Senate bill has not yet been completed.

B. Projects

- 1) ACV terminal expansion work continues, with completion slated for March for the new 10,000 square foot addition and approximately August for the reconstruction of the existing terminal spaces. The GA Ramp construction is complete, with PG&E recently competing the metering for the ramp lights. Two hangar construction proposals will be presented to the Board of Supervisors for approval after a review by County Counsel.
- 2) EKA Security Fencing and Draft EIR Progress Schedule – The application has been forwarded to the Coastal Commission for approval. Consultants are also performing a code review to determine any special building code requirements for the future construction of the proposed projects, which include: Security Fencing, Runway/Taxiway Lighting, and Hangar Construction.
- 3) Other Airports – No reports. General discussion regarding existing County hangar construction, occupancy and ownership policies was conducted. The County's hangar policy is not scheduled to be reviewed or changed at this time. The waiting list for hangars is posted and is used when there are vacancies. Existing aircraft are currently evicted from their hangar if ownership of the aircraft is not maintained in the name of the original lease originator.

7. **AIRPORT REPORTS FROM COMMITTEE**

- A. Garberville – Dennis Lichty reported on a recent incident at Garberville where a Piper Cub experienced engine failure and made an off-airport emergency landing on a sandbar in the Eel River.

- B. Rohnerville/Dinsmore – no report
- C. Murray/Kneeland – no report
- D. Arcata – no report

8. **UNFINISHED BUSINESS**

- A. Murray Hanger Electrification – Chairman Goodwin has received an inquiry from a tenant for a status update regarding this issue. Jacque reports that she will meet next month with Mr. Councilman, who has the existing installed electrical service meter on his hangar, to inquire about sub-metering from this source. No estimated date for possible tenant electrical service was available at this time.
- B. Defibrillators at County Airports –The County risk manager is to attend a meeting of other risk managers in April, in the hope that she can learn how they are viewing this issue. It is expected that any decision from the risk manager will be applied uniformly for all County properties. Crystal Henson of Cal-Fire reported that the EMS providers within Humboldt County have developed protocols for the use of these units within their jurisdictions.
- C. Physical Security Manual and Checklist – Discussion of this item was deferred to the next meeting due to the absence of Dr. Jutila at this meeting.
- D. Airport Signage and Parking –the Committee was shown pictures taken last year at this time relating to the airport's directional road signage and reminded the Secretary that the Committee's decision at that time was that the existing signage was appropriate for an airport of this size. After discussion, the Airport manager agreed to review the current signage off of Central Avenue with the County Road Department to see if any improvements could be made in the size of the directional signs at Airport Road. The currently expanding and improved terminal facilities at ACV are a good opportunity to review all access routes and entrances with County staff and/or consultants for appropriate and professional directional signage. This should include the new GA ramp as it is developed and opened for vehicle access in the near future.

9. **NEW BUSINESS AND CORRESPONDENCE**

- A. Election of Chairman, Vice Chairman and Secretary for Feb. 1, 2008 to Feb. 1, 2009. Chuck Goodwin was nominated by Alistair McCrone, seconded by Bill Davidson for the position of Chairman. Bill Davidson was nominated by Rich Fenton, seconded by Jack Limmer, for the position of Vice-Chairman. Rich Fenton was nominated by Alistair McCrone and seconded by Bill Davidson for the position of Secretary. A vote was conducted, with all nominated officers approved unanimously. Alistair McCrone thanked the elected and previous officers for their service to the Committee.
- B. Electronic Communication from Rob Delsman – Discussion of this item was deferred to the next meeting when Jacque can be present to comment, since it relates to and questions the County's airport operations and finances.
- C. Hanger and Tie Down Rate Adjustment Determination – Jack Limmer questioned the adjustment in hangar rents recently received by tenants. It was explained that the adjustment is made on a bi-annual basis using the Consumer Price Index (CPI) as a guide. This satisfactorily explained the approximate 6% increase, which was previously thought to be a single year adjustment.

10. Adjournment of the meeting was at 1840 by Chairman Goodwin.

11. 2008 MEETING SCHEDULE: 2/26, 3/25, 4/22, 5/27, 6/24, 7/22, 8/26, 9/23, 10/28, 11/25