

DRAFT
Minutes 031028 (YYMMDD)
Humboldt County Airport Advisory Committee
28 October 03 at 1800
Airport Managers Office

1. Meeting was called to order at 1801 by Chairman, George Jutila.
2. Attendance:
 - 2.1. Members – George Jutila, Chairman, Jack Limmer, Tony Howard, Chuck Goodwin, Rich Fenton
 - 2.2. County Staff – Allen Campbell, HCPW, Emily Jacobs, HCPW
 - 2.3. Consultants – None
 - 2.4. Guests – Dave Ackroyd, FAA; Orin Tom Grandgaard, citizen; Rich Tobin, citizen
3. Changes to the agenda – Allen Campbell suggested that we should add a review of the County’s listing of AIP/PFC project costs to future meeting agendas.
 - 3.1. Article regarding the impact on air traffic control from the San Diego fires was distributed by Chairman Jutila.
 - 3.2. Article regarding FAA progress on implementation of Domestic Reduced Vertical Separation Minimums (DRVSM) rules was distributed by Chairman Jutila.
 - 3.3. Article regarding nationwide FAA deployment of new digital airport surveillance radar system was distributed by Chairman Jutila.
 - 3.4. Emily Jacobs read an e-mail from David Cavetti regarding his desired comments on the draft ACV airport master plan.
4. Approval of the minutes of the 24 June 03, 22 July 03, 05 August 03 and 26 August 03 – Minutes prepared with the exception of 24 June 03; secretary to provide June minutes for approval at next Committee meeting. *Corrections to minutes:* Jack Limmer commented that abbreviations for names should not be used in the minutes in order to make the documents clearer for members of the public. It was also noted that Allen Campbell’s name was incorrectly spelled in many references. George Jutila noted that the organization that had volunteered to perform “work in kind” for use of Rohnerville Airport facilities was the California Department of Forestry, not the Collins Foundation as noted in Item 4.3 of the July 22nd minutes. The available minutes were approved as corrected.
 - 4.1. Comments by Chairman Jutila – See notes within minutes, Items 3.1 through 3.3.
 - 4.2. Airport Manager – Allen Campbell reported that the Personnel Department has completed their selection process for this position, and he should be given their names on Monday, at which time they will check references and other data. There were many good candidates and Mr. Campbell is optimistic that a very good manager will be hired from this recruitment.
5. Old Business
 - 5.1. ACV Airport Master Plan
 - 5.1.1. Consultant’s visit for Draft ACV Master Plan public meetings will be on Nov 5th and Nov 6th. Chairman may not be available for the meeting on the 6th due to a previous travel commitment.
 - 5.1.2. Comments to Mead-Hunt on the ACV master plan. Committee members noted that “feet” needs to be added to the “3000” notation in third paragraph of page 3-22. Also requested that comment regarding reducing runway width from existing

150' width to 100' width be deleted from page 3-24, noting that the 150' width would provide an extra margin of safety for this area due to inclement weather. Allen Campbell commented upon the building restriction line in Figure 3B and questioned whether or not the line could be moved slightly to preclude the purchase of so many houses. It was questioned whether or not this was set by noise limitations or by runway distance requirements. The Chairman asked regarding obtaining air carrier support for the draft master plan. Emily responded the Horizon is committed to support it and that she will pursue contact with Skywest regarding this issue.

- 5.1.3. Terminal Building Changes– Consultant did not include the Committee’s suggestion of a porte cochere and terminal expansion to the west in the final document. George Jutila asked that this be seriously considered and feels that the roadway clearance requirement and second floor terminal elevation issues could be resolved. The blast resistance of the resulting construction may be of benefit in protecting the parking area from any possible terrorist explosion hazards, and could be architecturally detailed to be aesthetically pleasing.
- 5.1.4. Tony Howard presented an idea to have models of John Montgomery’s gliders obtained for display at ACV airport in the Lobby areas. George Jutila and Tony Howard to work on obtaining the models and working with Airport Division of Public Works to have them properly displayed at the airport.
- 5.1.5 Future planning of master plan documents for other County airports – Per Allen Campbell, this contract is currently under negotiation between the County and Mead-Hunt. There is a proposal on the table, but the budget is \$214,000, and the current proposal uses most of this money without accounting for payment of the County’s administrative time and other costs.
- 5.1.6. New Animal Control Facility – Per Allen Campbell, the architectural documents are at 80% completion, but he is apprehensive about the consultant’s ability to meet the budget since they have increased the square footage by about 1900 square feet, and adjustment of the budget may not have been considered.

6. New Business

- 6.1. Committee Membership Changes/Requests – Chairman Jutila opened discussion regarding the Committee’s feelings regarding replacing members who do not attend meetings. Please bring suggestions to the next meeting. It was suggested that George Jutila discuss with Art Hooven and Kyle Gabel their intentions regarding continuing membership on the Committee. The
- 6.2. AOPA assignment @ ACV. Jack Limmer has been assigned to the AOPA Airport Support Network for this airport. He has found a replacement for his previous assignment at Kneeland. Discussion was held regarding the need for a representative at Rohnerville and Garberville.
- 6.3. Planning Commission coordination – Chuck Goodwin discussed coordinating with the Planning Commission and possibly inviting a representative to our next meeting. Allen Campbell cautioned that the airport master plan will be subject to public review for quite some time, and that the Planning Commission issues should be considered at a future time.

7. Public Input

- 7.1 Orin Tom Grandgaard asked the status of the General Aviation ramp development in regard to the possibility of starting a commercial helicopter service at ACV. He is concerned that he would not want to start a service like this without the availability of a hangar for the helicopter. Allen Campbell responded that there is the possibility of developing a private hangar independently of the County’s eventual GA ramp plans. He indicated that he should contact Tom Moore of the County’s Land Use Planning

- Department to discuss the possibilities.
- 7.2 A request was made to update the Committee's web site and post minutes of meetings in a timely manner. The Committee will work on more timely reporting, and the decision to create "Action Minutes" immediately after the meeting for rapid posting on the web site was discussed and will be implemented.
8. Date and place of next meeting – to be held at the Airport Manager's Office at ACV on 25 November 03 at 1800.
9. Adjournment – The meeting was adjourned at 1930 by Chairman George Jutila.

Date of Signatures: 25 November 03

Richard Fenton, Secretary
Humboldt County Airport Advisory Committee

George A. Jutila, M.D., Chairman
Humboldt County Airport Advisory Committee