

Minutes 030805 (YYMMDD)
Humboldt County Airport Advisory Committee
Special Meeting regarding “Administrative Draft” Arcata Airport Master Plan Review
05 August 03 at 1800
Airport Managers Office

Meeting was called to order at 1806 by Vice-Chairman, Jack Limmer (Chairman George Jutila arrived soon afterward).

Attendance: Members – George Jutila, Chairman, Jack Limmer, Vice Chairman, Al Castaldi, Alistair McCrone, Kyle Gabel, Rich Fenton

Guests – Allen Campbell, HCPW, Emily Jacobs, HCPW, Bill Wickman, Janet Wickman, Jim Bernard

The meeting was called to order at 1806 by Vice Chairman, Jack Limmer. The purpose of this special meeting was to discuss the proposed ACV airport master plan, in order to obtain the Committee’s recommendation to the Board of Supervisors. Allen Campbell also presented some additional information regarding the status of other airport projects that had been discussed by the Committee in previous meetings. Notable among these was that the County’s request for \$180,000 to fund super unicom systems has been denied.

Emily Jacobs took notes of the meeting, and will type the recommendations for presentation to the Board.

The following specific recommendations, in addition to numerous minor editorial comments recorded by members in the draft master plan copies, were to be reported to the consultant and the Board of Supervisors.

- Revise table of contents to reflect easier determination of each alternative and provide “recommendations” section.
- Provide “executive summary” of all proposed alternatives for both the airfield and the terminal improvements.
- Provide business conference space within the proposed terminal expansion.
- CAT II approach should not be considered unless it is available at a reasonable cost. Probably doesn’t offer very good cost/benefit ratio due to small number of current instrument approach “misses” and excessive cost.
- CAT II approach costs and benefits need to be “backed out” of each proposed alternative, essentially creating four additional possible proposals.
- Consistent information needs to be presented on each diagram of proposed individual alternatives – some diagrams have differing information making comparison difficult.
- Clarify “north” latitude/longitude (?) markings on Figure 3F.
- Committee’s recommendation was to use Alternative #2, moved by Alistair McCrone and seconded by Jack Limmer – passed unanimously.
- Reconsider the design of the roadway entry to the terminal, with a covered porte cochere entry and lease space, offices in first and second floor of this structure. The bottom floor

could provide lease space for rental cars and shops, in addition to a blast barrier from the parking lot. The second floor may also provide space for business conference facilities. Moved by Rich.Fenton. and seconded by Alstair McCrone – passed unanimously.

- Consider space for future gate expansion and two additional airline gates. Request that consultant consider this option and propose alternatives.
- Reconsider lobby layout to allow adequate design space for security screening queue line in Lobby.
- Consider provision of rental car offices in first floor of possible porte cochere entry structure. Prioritize this space for non-essential passenger offices and facilities in order to free up main terminal space for essential aircraft and passenger services.

It was the unanimous desire of the Committee to review the final comments typed by Emily via e-mail as soon as possible, and also at the next regular Committee meeting.

The meeting was adjourned at 1951 by Chairman, George Jutila.

Date of Signatures: 28 October 03

Richard Fenton, Secretary
Humboldt County Airport Advisory Committee

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