



MINUTES
AIRPORT ADVISORY COMMITTEE (AAC)
Glenn County, California

Wednesday, October 4, 2023

Members Present:

Tom Arnold, BOS Liaison, Chairman
Taylor Michaud, Willows, Vice-Chair
Ernie Pieper, Willows
Gerald Kraemer, Orland, Secretary
Jamie Lely, Orland

Staff Also Present:

Don Rust, PW Director, Airport Manager
Nathan Mendes, PW Eng.
Jolene Swanson, Clerk

Members Absent:

None

Others Present:

Marlena Sparkman

The meeting was called to order by Chair Arnold at 3:35 p.m.

1. Roll Call

Tom Arnold, BOS Liaison, Chair
Taylor Michaud, Willows, Vice-Chair
Ernie Pieper, Willows

Jerry Kraemer, Orland
Jaime Lely, Orland
Vacancy

Absent

None

2. Approval of Minutes

Matter: Approve Minutes of July 5, 2023 meeting
Documents: July 5, 2023 Minutes
Proceedings: Chair Arnold introduced item asking for any comments or corrections.
None being heard, asked for motion.
Motion/Second: Member Kraemer / Member Pieper
Order: Approve minutes of July 5, 2023
Vote: Unanimous

3. Discussion Items

Matter a:

Budget/Staff Report

Documents: Budget Paperwork - through October 5, 2023
Proceedings: Don Rust reported on current budget, noting correction on page 2, DOF error, fuel sales are blank. Orland Haigh (037) should be \$30,909.16, with total sales of \$64,573.52 for July & August. Page 5 for Willows (WLW) should be \$30,764.67, with total sales of \$61,593.88 for July & August. Member Kraemer inquired when fiscal year starts. Mr. Rust stated end of year is June 30th, beginning is July 1st. Member Kraemer inquired what ISF stood for. Mr. Rust replied this is the internal cost of doing business, running the airports. Member Lely inquired on the "land rental" and the difference between airports of the percentage.

Mr. Rust replied this is revenue. Orland Haigh has the industrial properties (Wilbur Ellis, Amazon/BRT, Musco, etc.) that Willows doesn't have. Also sharing the loss of revenue from IronTree Ag and now Wilbur Ellis, who moved out as of September 30th, is a hit to the budget. The Sheriff Department is currently working with the Board on rent of the IronTree building. Elections will also be paying rent for the use of the Willows airport location. Until these departments begin to pay, we will have a hit. Further discussion and explanation of budget ensued.

Orland Airport (037): Nathan Mendes reported on Alex Galvan's behalf. Repaired beacon to working order as rotating assembly was not working. Been in contact with Ag department regarding spraying program to keep on top of the weed issues. Wilbur Ellis has vacated leased ground. Working with Cal Fire to schedule crews to assist with cleanup.

Willows Airport (WLW): Nathan Mendes reported on Alex Galvan's behalf. Cal Fire spent three days removing growth and downed trees from ditch line to help with drainage this winter. Cleaned up frontage lots, removed grove of trees and palm trees. Current plan is to mechanically remove stumps left behind. Replaced beacon lights on the tower. Met with CHP to discuss moving their fuel station, due to settling issue between apron and taxiway, and the helipad, being that it is in bad alignment with runways. Possible new location is the undeveloped gravel helipad area, south of the wash rack or possibly moving to the Orland airport, which has a lot more apron space. They will get back to us once they decide. The apron project has been completed and barricades have been moved for contractor to pick up.

Chair Arnold inquired on the plan for the left behind hay from the fire. Mr. Mendes stated that he spoke with someone who was interested in it. He stated they could take only if they took it all. They never showed up. Member Michaud suggested to burn with the burn off of the adjacent field. Mr. Mendes stated he would work with Alex to figure out a resolution, maybe speak with Hurlburts to spread and disc into soil. Member Kraemer asked to remind Alex that a notem had not been cleared.

Discussion item only

Matter **b**:
Documents:
Proceedings:

Marlena Sparkman

None

Marlena Sparkman updated committee and staff that, unfortunately, "fly-in" idea is no longer on the table for 2024, due to all FAA requirements and space. Instead, the Business Association is looking into having a "Jumping Jamboree for Jeeps and More" in 2024. Would still like to pursue the fly-in for down the road, if committee is still interested, as it takes a couple of years to plan with the FAA. Inquiring if committee might consider holding at Haigh Field since there is more room to display the older planes and have vendors. Possibly include a shuttle service to tour the Willows Airport with discussion of the history. Either the Business Association or The Shopper would host. Still looking to raise money for a plaque for the tower in Willows also.

Member Pieper inquired if Marlana was able to connect with the Oroville Airport contact.

Marlana stated yes; Benny shared that it is a lot of red tape if there is a need to close the airport for an event. Traffic can be an issue along with parking. Discussion continued of ideas for a future event/s at Haigh Field, maybe just vintage airplanes and vendors without a “fly-in” to avoid closing of airport. Ms. Sparkman requested the committee to contact her via email with any ideas they may have. The Business Association is looking at host one large event per year at this time.

Discussion item only

Matter **c**:

AIP Grant Agreement

Documents:

None

Proceedings:

Nathan Mendes reported pavement management plans for both airports currently being worked on by Armstrong Consultants. We had a drone company come out and scan the airports for Armstrong to utilize for the reporting and planning. Hoping to have some preliminary reporting for next meeting. Submitted two pre-applications on Friday, one being an apron improvement project at Orland Haigh, north of fuel station and between set of hangars nearest the taxiway. This project will utilize infrastructure bill funds, which is outside of the AIP funds, and has a five-year cycle to use the funds. We will also be using those funds for our fencing project in Willows. Unfortunately, the historic designation created a roadblock so, we had to program a NEPA study project to prove it will not adversely affect the historic area. Fortunately, it should help any future projects to help identify whether or not they will. Orland apron project construction looking at late 2025 early 2026. Somehow, FAA lost our paperwork submitted for Orland Taxiway Connector project, fortunately, they found extra money and were able fund this year, just received grant very late. Going to the BOS for approval at which point we will apply for Caltrans match funds and get started on the design. Construction should be in 2025/2026.

Member Kraemer inquired possibility of getting patch work done in that apron area as it looks to be a couple more years before project will begin.

Mr. Rust stated he would speak with John Miller.

Discussion item only

Matter **d**:

Airports Rent Study Results

Documents:

AMCG (Aviation Management Consulting Group) Preliminary List of Airports – Rent Study Update

Proceedings:

Mr. Rust went over report with committee stating rental prices are not listed, to come later. Explaining report lists other airports used as comparison and what the consultants look at to make their determinations. Hoping to have final report by next meeting.

Discussion item only

Matter e: Airports Critical Role – Emergency Services

Documents: ACA – Improving airports critical role in supporting emergency services and wildfires.

Proceedings: Mr. Rust shared this was a presentation at the ACA conference. It pertains to Cal Fire and the US Forest Service and improving the critical roll of the airports during fires or emergencies of any type. It was suggested that we may be able to get funding as there could be times when they have to take over the airport/s. To do so, there would have to be either a Pre-season agreement or Land Use agreement in place. Mr. Rust advised that we take these to the BOS and see if they are interested. The agreements are for five years and within the agreement we could stipulate things such as they purchase our fuel.

Member Lely inquired if they take over the airports, does that mean we can't fly in and out.

Member Michaud shared of a scenario he was aware of out of Hayfork or Happy Camp where they completely took over the airport and there was no other activity. But our locals may be able to utilize the other runways.

Mr. Rust stated this would all be stated in the agreement as to how it would impact the locals, if and when they had to do so.

Member Kraemer inquired if these agreements would gain us any leverage when going for grants.

Mr. Rust responded the mission critical location would be written into the grant applications; not sure as to how it would impact it though.

Member Lely inquired if we could contact other airports that have these agreements in place.

Mr. Rust stated Oroville has had one, not sure if they do currently.

Discussion item only

Matter f: Caltrans Aeronautics Update

Documents: Caltrans Aeronautics Update

Proceedings: Mr. Rusted reported, this is not an update, it was also a presentation at the ACA conference. Discussion of how Caltrans may start assisting with pavement conditions because airports are part of transportation. It's part of Caltrans mission. Just in the beginning discussion stages, nothing set yet. The Aviation Land Use Planning is a good read, talking about Airport Land Use Commission and decisions whether or not to allow building homes around airports. If this advisory committee is interested is submitting a letter, we can do so and take it to the Board for approval.

Chair Arnold shared a concern with Caltrans getting involved in airport pavement, will we potentially have to pay a tax to cover this.

Mr. Rust commented he believes it will start with the grant process

Discussion item only

4. Action Items

None

5. Unscheduled Matters

Member Lely commented that at the last meeting we discussed the Auburn webcam.

Member Pieper responded he has found the smaller airports utilize these cameras, due to the cost of the AWOS/ASOS (Surface Weather Observation Stations). Sharing the State of Washington's DOT buys cameras for the small airports and now the FAA has gotten involved. The cameras cost around one thousand dollars (\$1,000) and believes the screening cost is less than one hundred dollars (\$100) per month. If you have your own camera system the FAA is willing to host it. He shared the contact information with Mr. Rust. Adding this seems to be an affordable system.

Member Lely stated she is waiting to hear back from the Auburn airport their costs of utilizing this system, which they share on their county website.

Chair Arnold mentioned they are bringing in fiberoptics to the elections building at the Willows airport which may help the internet connection, if we are allowed to piggyback off it, if this system is put in.

6. Call for Agenda Items for Next Meeting

a. Rent Study Status

b.

c.

7. Next Regular Scheduled Meeting

Wednesday January 3, 2024 at 3:30 p.m.

Public Works Agency

Conference Room

777 N Colusa Street

Willows, CA 95988

Adjourn

Meeting adjourned 4:58 p.m.