



**MINUTES**  
**AIRPORT ADVISORY COMMITTEE (AAC)**  
**Glenn County, California**

**Wednesday, July 5, 2023**

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**Members Present:**

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

**Staff Also Present:**

Don Rust, PW Director, Airport Manager  
Talia Richardson, PW Deputy Director  
Alex Galvan, Airport Maintenance  
Sarah Nygard, PW Clerk  
Nathan Mendes, PW Eng.

**Members Absent:**

Jamie Lely, Orland  
Mike Peavy, Orland

**Others Present:**

Marlena Sparkman

The meeting was called to order by Chair Arnold at 3:34 p.m.

**1. Roll Call**

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

Jerry Kraemer, Orland

**Absent**

Jamie Lely, Orland  
Mike Peavy, Orland

**2. Approval of Minutes**

Matter: Approve Minutes of April 5, 2023 meeting  
Documents: April 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 April 5, 2023  
Vote: Unanimous

**3. Discussion Items**

Matter a: Budget/Staff Report  
Documents: To be sent after meeting  
Proceedings: Talia Richardson commented on current budget, members received in packet, sharing this is not the final yearend budget which, will be approved in August by the Board of Supervisors.  
Member Pieper inquired about fuel sales. Mr. Galvan stated that the current pricing is higher due to Avfuel's Richmond refinery having issues and our shipment had to come out of Oregon; should see decrease next delivery. Mrs. Richardson added that Orland airport is above budget. First payment on the Willows apron project is approximately \$400K that will hit this fiscal year. Anticipating about a three-week turnaround for reimbursement from the FAA.

Inspections have been completed at both airports. Three hangars at Orland have not been inspected as we are waiting on occupants to contact us for access. All have been completed at Willows. Compliance letters will begin going out this week. Majority were in compliance excluding certificates of insurance.

**Willows Airport (WLW):** Alex Galvan reported parking lot behind Nancy's has been reopened. Hay hauler caught fire and pulled into that area; we are trying to get balance of burned up hay that was dumped there removed. Recently had road crew out trying to clean up as best as we could with sweeper. County doesn't have a broom truck and City's is down. Mr. Galvan shared that he is now trained on a broom truck so he will be working with the city to use their broom truck, in the future, to clean up the airports. Had a gears up accident in April, no injuries. Insurance inspectors have come out to look at the damage to the tarmac but, not sure yet where we stand on that. Mrs. Richardson shared that Armstrong Consultants will be coming out on July 19<sup>th</sup> to also inspect. Also, repaved area on the north side of Michauds.

**Nathan Mendes** reported apron project is moving along. Had a slight delay of two weeks due to testing, pushing us off our original schedule. Tomorrow will be starting valley gutters; paving should start the 13<sup>th</sup> & 14<sup>th</sup>. There will be a 30-day curing process for the pavement. Then they will return to stripe and finish up. Looking at middle of August for completion and opening back up. Member Kraemer and Chair Arnold discussed concerns of engineering specs of valley gutters which, Mr. Mendes mentioned he had also brought up with the engineer consultants. Consultants assured that this was not an issue. Mr. Mendes stated he would bring it up again.

**Orland Airport (037):** Mr. Galvan reported we had the fuel terminal go down, due to moisture in the conduit between the dispenser and the pedestal, this was repaired along with some other electrical issues. Weeds continue to be an issue but, finally have the spray and working with Ag department to get on top of it. Potholes are being addressed.

### **Discussion item only**

**Matter b:** Glenn County Business Association Presentation by Marlena Sparkman  
- Willows-Glenn County Airport "Fly-In"

**Documents:** Glenn County Business Association Letter

**Proceedings:** Marlena Sparkman, President of the Glenn County Business Association, shared their mission is to bring in new business to the county while assisting current businesses to stay open. They are looking to create a new destination event; not one like Lamb Derby or Fourth of July where local citizens are always involved, ones that bring outsiders into our county. They feel they have found the perfect idea with our Willows airport and the historical significance of the tower, Jimmy Doolittle connection with WWII, and Floyd Nolta with his invention of the water tanker and rice seeding. Looking for feedback from the committee. Tentative date of April 13, 2024 has been chosen. This will be a day long event of either a fly-in or air show. Still

working out details with Don Rust and the FAA. Have spoke with pilots that have old planes that will be on display. We will have parachuters, hot-air balloon rides, offer commemorative coins, food trucks. Will use all local vendors throughout the county. Will also have other types of vendors that follow airport events attend. Looking to draw other people, pilots, and firefighters into our town, to spend money and help our economy. We have looked up the demographics and found that the average income in Glenn County is about twenty-six thousand dollars (\$26,000) per year. The average income of a pilot is over one hundred and twelve thousand dollars (\$112,000) per year. If we could draw them in to see what we have to offer, maybe they will open a business here. We are also working with Glenn-Ride to see about shuttle services to visit other businesses in town, maybe even out to Orland. Still working on logistics. Want to make it a historical and teaching moment for the kids. Office of Education has started an Aeronautics Class for those who want to get their pilot license. We want to bridge the gap between Willows and Orland, bury the axe. We already have twenty-four volunteers, search and rescue has volunteered; the Board of Supervisors are in support. Would love to be able to donate a bronze plaque, depending on cost. We have a thirty-thousand-dollar (\$30,000) budget, fifteen thousand would go toward the airshow and fly-in. The insurance is about seventy-five hundred (\$7,500). We will be looking for sponsors and selling tickets. The word has been spreading in the pilot community and there is a lot of excitement. Eventually would love to be able to have a billboard about it.

Member Pieper mentioned having a fly-in back in the at Willows back in the 1970's and shared information with Marlena. Members shared contacts and contact information with Marlena.

### **Discussion item only**

Matter **c**: Elections Department to Occupy the Willows Airport Admin. Building  
Documents: None  
Proceedings: Don Rust reported they have changed the locks on the door but, not sure of the move in timing.  
Member Michaud inquired if they will be paying fair market value. Mr. Rust replied yes; we will be doing another rent study which will determine what that is. Mrs. Richardson shared the meeting with the rent study consultants, AMCG, is next week.  
Member Michaud expressed possible interest in one of the buildings and asked how that would work. Mr. Rust replied that aeronautic business would take precedence so please let us know as soon as possible. Mr. Michaud stated he would have a conversation with his business partner.

### **Discussion item only**

Matter **d**: Sheriff/Probation to Move into the IronTree Building  
Documents: None  
Proceedings: Mr. Rust reported IronTree is now officially out and inspection has been completed. Fair market value rent for the Sheriff/Probation will be determined also based of the new rent study.

### **Discussion item only**

Matter e: Airport Advisory Committee Members Terms to Expire 7/21/23 – Submit New Applications for Reappointment.  
Documents: Blank Appointment Application  
Scott DeMoss Letter regarding AAC Expired Terms  
Proceedings: Mrs. Richardson reported that Members Lely, Michaud, Pieper, and Kraemer are coming to the end of their term and need to reapply if interested by August 1, 2024.

**Discussion item only**

**4. Action Items**

None

**5. Unscheduled Matters**

Member Pieper shared the FAA has released a new advisory circular for non-towered airport flight operations (handed out copies of front page only as it has the website to view the entire 28-page document on). He requested these be laminated and hung at the fuel pumps at each airport for others to see.

Member Kraemer mentioned the Forest Services trailers back out at the Orland airport. Mr. Galvan confirmed they moved them back out a couple weeks ago for fire season and will be paying the tiedown fee of \$40/month.

Mr. Rust stated the new lease agreements will be brought to the Board of Supervisors August 15, 2024. Mrs. Richardson stated this will be advertised and posted to get the word out.

**6. Call for Agenda Items for Next Meeting**

- a. Newsletter in January 2024 with Inspection
- b. YouTube - Auburn Airport – live webcam – price/how
- c. AAC membership

**7. Next Regular Scheduled Meeting**

Wednesday October 4, 2023 at 3:30 p.m.

Public Works Agency

Conference Room

777 N Colusa Street

Willows, CA 95988

**Adjourn**

Meeting adjourned 4:51 p.m.