



COUNTY OF HUMBOLDT

For the meeting of: 12/9/2025

File #: 25-1382

To: Board of Supervisors

From: County Administrative Office

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Appointment of the Humboldt County Director of Aviation and Approval of an Advanced Salary Step

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the appointment of Justin Hopman as the Humboldt County Director of Aviation effective Jan. 5, 2026; and
2. Approve an advance salary step placement to Step C.

STRATEGIC PLAN:

The recommended actions support the following areas of the Board of Supervisors' Strategic Plan:

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3003 - Enhance employee recruitment and retention

DISCUSSION:

Justin Hopman brings over fifteen (15) years of experience in aviation management, including, without limitation, leadership roles at rural and regional airports. Most recently, Mr. Hopman served as the Deputy Director of Operations and Maintenance for the Titusville-Cocoa Airport Authority on Florida's Space Coast, where he oversaw the management, operations and development of a multi-airport system. He led major improvement projects, including runway rehabilitations, new hangar construction and navigational system upgrades, and he is currently completing a new air traffic control tower project. Before his work on the Space Coast, Mr. Hopman held operations roles at Orlando International and Orlando Executive airports.

Mr. Hopman's proven track record in airport operations, regulatory compliance and community engagement makes him well-suited to support the Department of Aviation's ongoing goals. Accordingly, staff recommends that the Board of Supervisors approve the appointment of Justin Hopman as the Humboldt County Director of Aviation, effective Monday, Jan. 5, 2025, at salary step C.

SOURCE OF FUNDING:

Airport Enterprise Fund (3530)

FINANCIAL IMPACT:

Expenditures (3530)	FY25-26	FY26-27 Projected*	FY27-28 Projected*
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Budgeted Expenses	\$132,857.00	\$271,795.00	\$277,991.00
Total Expenditures	\$132,857.00	\$271,795.00	\$277,991.00
Funding Sources (3530)	FY25-26	FY26-27 Projected*	FY27-28 Projected*
IGS-Airport Enterprise Fund	\$132,857.00	\$271,795.00	\$277,991.00
Total Funding Sources	\$132,857.00	\$271,795.00	\$277,991.00

**Projected amounts are estimates and are subject to change.*

The annual salary and benefits for the Director of Aviation with an advanced salary step is anticipated to be One Hundred Thirty-Two Thousand Eight Hundred Fifty-Seven Dollars (\$132,857.00) for the remainder of fiscal year 2025-26, Two Hundred Seventy-One Thousand Seven Hundred Ninety-Five Dollars (\$271,795.00) for fiscal year 2026-27 and Two Hundred Seventy-Seven Thousand Nine Hundred Ninety-One Dollars (\$277,991.00) for fiscal year 2027-28. This cost has been included in the adopted fiscal year 2025-2026 budget and there are sufficient salary savings.

STAFFING IMPACT:

Position Title	Position Control Number	Monthly Salary Range	Additions	Deletions
Director of Aviation	ADH1	Step C	0	0

The Director of Aviation is a critical position required to maintain the continuity of operations in the County of Humboldt's airport system. This position allocation has been previously approved.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion.

ATTACHMENTS:

None

PREVIOUS ACTION/REFERRAL:

Meeting of: None

File No.: None