



COUNTY OF HUMBOLDT

For the meeting of: 3/11/2025

File #: 25-276

To: Board of Supervisors

From: Aviation

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Memorandum of Agreement with the Federal Aviation Administration Air Traffic Services Regarding Implementation and Administration of the Non-Federal Observation Program in Humboldt County

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and ratify the Acting Director of Aviation's execution of, the attached memorandum of agreement with the Federal Aviation Administration Air Traffic Services regarding implementation and administration of the Non-Federal Observation Program in Humboldt County; and
2. Authorize the Acting Director of Aviation, or a designee thereof, to execute any and all subsequent amendments to, and any other agreements, certifications, attestations and documents directly associated with, the attached memorandum of agreement with the Federal Aviation Administration Air Traffic Services, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to provide the Department of Aviation with one (1) fully executed certified copy of the Board order related to this item.

STRATEGIC PLAN:

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

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

The County of Humboldt, by and through the Humboldt County Department of Aviation, owns and operates the California Redwood Coast - Humboldt County Airport ("ACV") which provides commercial air service to Humboldt County. The Federal Aviation Administration requires the Department of Aviation to enter into and comply with a memorandum of agreement regarding the implementation of and administration of the Non-Federal Observation Program in Humboldt County in order to conduct certain weather observations at ACV.

The attached memorandum of agreement with the Federal Aviation Administration Air Traffic Services establishes the roles and responsibilities of the parties for taking, disseminating and documenting aviation weather observations at ACV. It should be noted that the attached memorandum of agreement with the Federal Aviation Administration Air Traffic Services comes to the Board after execution thereof by the Acting Director of Aviation due to the urgency in obtaining signatures.

Accordingly, the Department of Aviation recommends that the Board approve, and ratify the Acting Director of Aviation's execution of, the attached memorandum of agreement with the Federal Aviation Administration Air Traffic Services regarding implementation

and administration of the Non-Federal Observation Program in Humboldt County. It is also recommended that the Board authorize the Acting Director of Aviation, or a designee thereof, to execute any and all subsequent amendments to, and any other agreements, certifications, attestations and documents directly associated with, the attached memorandum of agreement with the Federal Aviation Administration Air Traffic Services, after review and approval by County Counsel, Risk Management and the County Administrative Office in order to avoid any unnecessary delays in conducting needed weather observations at ACV.

SOURCE OF FUNDING:

Aviation Enterprise Fund (3530)

FINANCIAL IMPACT:

No funds will be paid to the Federal Aviation Administration Air Traffic Services under the attached memorandum of agreement. However, the Department of Aviation is responsible for costs associated with its Non-Federal Weather Observation Program, including, without limitation, nominal costs for certifying handheld equipment required for calibration and use for weather observation activities.

Weather observation requires special certification. The Department of Aviation does not have staff certified in weather observation and will be entering into a new Professional Services Agreement with a consultant to provide such services. Although costs are unknown at this time, it is likely the Department of Aviation will see a cost increase for these services due to requirements stated in the attached memorandum of agreement with the Federal Aviation Administration Air Traffic Services. Current costs for weather observation services are estimated to be Two Thousand Five Hundred Dollars (\$2,500.00) per year.

STAFFING IMPACT:

Approval of the attached memorandum of agreement with the Federal Aviation Administration Air Traffic Services will not impact current staffing levels.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose to not approve the attached memorandum of agreement with the Federal Aviation Administration Air Traffic Services regarding implementation and administration of the Non-Federal Observation Program in Humboldt County. However, this alternative is not recommended as it would cause the Department of Aviation to be out of compliance with applicable Federal Aviation Administration regulations.

ATTACHMENTS:

1. Memorandum of Agreement with the Federal Aviation Administration Air Traffic Services Regarding Implementation and Administration of the Non-Federal Observation Program in Humboldt County

PREVIOUS ACTION/REFERRAL:

Meeting of: None

File No.: None