



COUNTY OF HUMBOLDT


AGENDA ITEM NO.

C-19

For the meeting of: October 3, 2017

Date: September 21, 2017

To: Board of Supervisors

From:  Thomas K. Mattson, Public Works Director

Subject: Memorandum of Understanding (MOU) Between the Aeronautical Services Group of the Federal Aviation Administration (FAA) and the Humboldt County Aviation Division

RECOMMENDATION(S): That the Board of Supervisors authorize the Public Works Director, or a Deputy Public Works Director as an alternate, to execute the Memorandum of Understanding for implementation of NOTAM Manager System.

SOURCE OF FUNDING: 3530 Airport Enterprise Fund


DISCUSSION: The purpose of this Agreement between the FAA and Airport is to improve the quality and timeliness of important flight information by deploying a new direct-entry digital Notice to Airmen (NOTAM) system for airport operators called the NOTAM Manager System.

Currently airport staff must go through Flight Service when issuing a NOTAM. The FAA NOTAM Manager System will allow airport staff to submit airport surface area NOTAMs directly into the Federal NOTAM System (FNS) improving both efficiency and quality of information dissemination.

The management of this project will be done by the FAA's Aeronautical Services Team (AJM-336).

Prepared by Emily S. Jacobs

CAO Approval



REVIEW:

DHHS _____ Personnel _____ Auditor _____ County Counsel SM CAO _____

TYPE OF ITEM:

☒ Consent
☐ Departmental
☐ Public Hearing
☐ Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of:

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

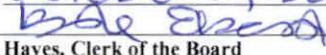
Upon motion of Supervisor Fennell Seconded by Supervisor Wilson

Ayes Fennell, Wilson, Bass, Bohn, Sundberg

Nays
Abstain
Absent

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: October 3, 2017

By: 
Kathy Hayes, Clerk of the Board

FINANCIAL IMPACT: There is no impact to the Airport Enterprise Fund as this is a no cost project. FAA is funding this project in order to increase NOTAM transmission efficiency and accuracy.

This will not impact the General Fund.

This project conforms to the Board of Supervisors' Core Role of providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT: FAA

ALTERNATIVES TO STAFF RECOMMENDATIONS: The Board may choose not to authorize the Public Works Director to execute the Memorandum of Understanding for implementation of NOTAM Manager System, however this is not recommended because the program enhances safety at the county airports.

ATTACHMENTS:

Attachment 1:	Memorandum of Understanding
Attachment 2:	Digital NOTAM Originators Safety Risk Management Document