

DPC-4



CITIZENS' ADVISORY COMMITTEE ON MEASURE Z EXPENDITURES

(Advisory Committee will make recommendations to the Humboldt County Board of Supervisors as to expenditure of funds derived from Measure Z.)

APPLICATION FOR FUNDING

RECEIVED
FEB 17 2017
PURCHASING

Agency Name: Humboldt County Aviation Division
 Mailing Address: 1106 Second Street, Eureka, CA 95501
 Contact Person: Thomas K. Mattson Title: Public Works Director
 Telephone: 707-445-7491 E-mail address: tmattson@co.humboldt.ca.us

1. AMOUNT OF MEASURE Z FUNDING REQUESTED FOR FY 2017-18: \$ 32,000

2. ENTITY TYPE -- Please check appropriate box.

- a. Humboldt County Department
- b. Contract Service Provider to Humboldt County
- c. Local Government Entity
- d. Private Service Provider
- e. Non-Profit Service Provider
- f. Other

3. Please provide brief description of proposal for which you are seeking funding.

The Arcata-Eureka airport (ACV) is a Part 139 Commercial Service Airport. Operators of Part 139 air carrier airports must provide aircraft rescue and firefighting (ARFF) services during air carrier operations that require a Part 139 certificate, including ARFF training, ARFF vehicles, and other aviation fire and rescue requirements. Humboldt County Aviation Division employs firefighters that are the first responders at the airport. Due to the mass casualty potential of an aviation emergency, the speed with which emergency response equipment and personnel arrive at the scene of the emergency is of paramount importance. Their arrival and initial mission to secure the aircraft against all hazards, particularly fire, increases the survivability of the passengers and crew on board. Airport firefighters have advanced training in the application of firefighting foams, dry chemical and clean agents used to extinguish burning aviation fuel in and around an aircraft in order to maintain a path for evacuating passengers to exit the fire hazard area. Further, should fire either be encountered in the cabin or extend there from an external fire, the ARFF responders must work to control/extinguish these fires as well. Arcata Fire Department is dispatched to the airport anytime there is an aircraft incident and once on site assume incident command for the remainder of the event. Because aircraft rescue and firefighting (ARFF) is a special category of firefighting that involves the response, hazard mitigation, evacuation and possible rescue of passengers and crew of an aircraft involved in (typically) an airport ground emergency, members of Arcata Fire Department would benefit by attending annual ARFF training along with the airport based firefighters.

4. *Measure Z* funding is scheduled to "sunset" in 2020. How are you developing a plan for sustainability, including diversification of funding sources, in order for your proposal to carry on without reliance on future *Measure Z* funds?

ACV represents the main operating funding for the Aviation Division. The Division plans future airport needs and projects, provides fueling at three airports, and facility maintenance services at all airports in order to provide a safe and secure aviation system. All six County airports are indispensable during emergencies, disasters, forest fires, and life threatening injuries. Aircraft Rescue and Fire Fighting services are provided by staff at ACV.

The Aviation Division is, and has been, focused on ACV air service development since the loss of Horizon Airlines in April 2011. Peninsula Airlines began operating direct flights to Portland on April 21, 2016 increasing enplanements and revenue. Regaining a route to the Los Angeles hub continues to be a priority. Additionally a direct route to Denver would further improve global access and restore the health of the Aviation Division budget.

5. If this request is for the continuation, or expansion, of an existing program/service, what is the current source of funding for that program/service?

Operating income in the form of landing fees, terminal rent, hangar rent, concessions, sale of fuel, and other current services, as well as a loan from the Motor Pool Division.

6. If you are awarded *Measure Z* funds, how will you use them to leverage additional grants, contributions, or community support?

This request is to bridge the airports funding gap until revenues are sourced.

7. Will this proposal require new or expanded activity on the part of another entity to be fully functional and effective? If so, please describe.

No

ATTACHMENTS—Please include the following with your application

Proposal Narrative: Brief description of your request for *Measure Z* funds – Please explain how it is an essential service or for public safety. (one page maximum)

Program Budget

I declare under penalty of perjury under the laws of the State of California that the above statements and all attachments are true and correct

DATE: 2/16/17

SIGNATURE: 

SUBMIT THIS APPLICATION TO:

Humboldt County Citizens' Advisory Committee on *Measure Z* Expenditures
c/o County Administrative Office
825 Fifth Street, Suite 111
Eureka, CA 95501-1153.

Proposal Narrative

The California Redwood Coast – Humboldt County Airport (ACV) is a commercial airport that operates in compliance with Title 14 Code of Federal Regulations Part 139 (Part 139). Part 139 requirements cover commercial airports with service scheduled and unscheduled air carrier aircraft with more than 30 seats and serve scheduled air carrier operations in aircraft with more than 9 seats but less than 31 seats; and

Operators of Part 139 air carrier airports must provide aircraft rescue and firefighting (ARFF) services during air carrier operations that require a Part 139 certificate, including ARFF training, ARFF vehicles, and other aviation fire and rescue requirements.

Due to the mass casualty potential of an aviation emergency, the speed with which emergency response equipment and personnel arrive at the scene of the emergency is of paramount importance. Their arrival and initial mission to secure the aircraft against all hazards, particularly fire, increases the survivability of the passengers and crew on board. Airport firefighters have advanced training in the application of firefighting foams, dry chemical and clean agents used to extinguish burning aviation fuel in and around an aircraft in order to maintain a path for evacuating passengers to exit the fire hazard area. Further, should fire either be encountered in the cabin or extend there from an external fire, the ARFF responders must work to control/extinguish these fires as well.

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In addition to the Part 139 requirements, the Aviation Division is responsible for managing six County airports in a manner that ensures aeronautical safety, safety of the traveling public, continued air service, and complies with federal, State and/or local aviation rules, regulations and advisories. The Aviation Division provides for the Humboldt County regional air transportation system one commercial service airport and five general aviation airports. CRCHC Airport (ACV), the regional commercial service airport, is certified by Federal Aviation Administration (FAA) Federal Aviation Regulation (FAR) Part 139 for air carrier operations and the Transportation Security Administration's Code of Federal Regulations (CFR) 1542 for security. The five general aviation airports are certified and permitted by the State of California Department of Transportation Division of Aeronautics with oversight by the FAA. The Aviation Division provides and maintains the safe and secure infrastructure essential to provide community-appropriate levels of service.

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This section also covers the process of reconciling bank statements with the company's ledger to ensure that all entries are correctly recorded and that there are no discrepancies.

The second part of the document details the various methods used to collect and analyze financial data. It describes how data is gathered from different departments and how it is then processed to identify trends and anomalies. This section also includes a discussion on the use of statistical tools to interpret the data and make informed decisions based on the findings.

The third part of the document focuses on the implementation of internal controls to prevent fraud and ensure the integrity of the financial reporting process. It outlines the key components of a strong internal control system, including segregation of duties, regular audits, and the use of technology to monitor transactions and detect potential issues.

The final part of the document provides a summary of the key findings and recommendations. It highlights the areas where the most significant improvements were identified and offers practical advice on how to address these issues. The document concludes by emphasizing the ongoing nature of financial management and the need for continuous monitoring and adjustment to ensure the organization's financial health and success.