



AGENDA ITEM NO.  
**C-10**

# COUNTY OF HUMBOLDT

For the meeting of April 12, 2016

Date: 3/29/2016

To: Board of Supervisors

From: Thomas K. Mattson, Director of Public Works

Subject: California Aid to Airports Program (CAAP) Grant Offer for State Airport Improvement Program (AIP) Matching Grant for Federal AIP Grant No. 3-06-0092-009-2015, Garberville Airport (O16), Design Runway 18/36 and Taxiway

RECOMMENDATION(S): That the Board of Supervisors:

- 1) Ratify the Public Works Director's February 11, 2016 execution of the California Aid to Airports Program Grant Agreement for Federal AIP Matching Funds (attached);

SOURCE OF FUNDING: California Aid to Airports State AIP Matching Grant Program.

DISCUSSION: At your meeting of July 29, 2015, the Board of Supervisors authorized the Director of Public Works to execute Federal Aviation Administration (FAA) AIP Grant Offer 03-06-0092-09-2015, Garberville Airport (O16); Design Runway 18/36 and Taxiway for the amount of \$161,753 requiring a ten percent (10%) County match of \$17,973 to be funded by Passenger Facility Charge (PFC) 12 for a total project cost of \$179,726. At the time of the request the Public Works Aviation Division had relied solely on PFC funds for required AIP grant match costs. The Aviation Division recently applied for State AIP matching grant funds which awarded the County \$8,088, five percent (5%) of the FAA AIP Grant award, to help reduce the amount needed from the PFC program, therefor increasing the amount of project funding that can be leveraged using PFC matching funds. This is the first time the Aviation Division has applied for State AIP matching funds, as such, the request authorizing the Director of Public Works to execute the State AIP offer was not included in the July 29, 2015 FAA AIP grant offer request. There was a short

Prepared by Emily Jacobs

CAO Approval *Amy Olsen*

**REVIEW:**

Auditor *WJM* County Counsel *Sm* Human Resources \_\_\_\_\_ Other \_\_\_\_\_

**TYPE OF ITEM:**

Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

**PREVIOUS ACTION/REFERRAL:**

Board Order No. B-1 \_\_\_\_\_

Meeting of: July 29, 2015

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**

Upon motion of Supervisor *Fennell* Seconded by Supervisor *Sundberg*

Ayes *Sundberg, Fennell, Lovelace, Bass*  
 Nays \_\_\_\_\_  
 Abstain \_\_\_\_\_  
 Absent *Bohn*

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

Dated: *April 12, 2016*

By: *Kathy Hayes*  
Kathy Hayes, Clerk of the Board

deadline for accepting the grant offer that would not allow the Public Works Director to take the request to the Board. The Aviation Division intends to apply for State AIP matching funds for all eligible airport projects moving forward and will include a request to execute with FAA AIP authorization requests.

Department of Public Works Aviation Division staff recommends that the Board ratify the Director of Public Works execution of the California Aid to Airports State AIP Matching Grant Funding Offer dated February 11, 2016.

FINANCIAL IMPACT: The requested action will reduce the amount of revenue required from the PFC program by \$8,088, thereby allowing the Aviation Division to utilize this PFC funding for other eligible projects.

This project conforms to the Board of Supervisors' Core Role of providing and maintaining infrastructure as identified in the Board's Strategic Framework for 2016.

OTHER AGENCY INVOLVEMENT: California Department of Transportation, Division of Aeronautics

ALTERNATIVES TO STAFF RECOMMENDATIONS: The Board could choose not to ratify the Director of Public Works to execute the State AIP Matching Grant Offer Agreement dated February 11, 2016. However this alternative is not recommended as the current PFC funding is not sufficient to meet project needs requiring the Aviation Division to finance matching funds in order to proceed with projects.

ATTACHMENTS:

- Attachment No. 1: California Aid to Airports Program Grant Agreement – Federal AIP Matching Funds dated February 11, 2016
- Attachment No. 2: California Transportation Commission Resolution FDOA-2013-1

**DEPARTMENT OF TRANSPORTATION**

DIVISION OF AERONAUTICS  
 1120 N STREET, SUITE 3300  
 P.O. BOX 942874, MS-40  
 SACRAMENTO, CA 94274-0001  
 PHONE (916) 654-4959  
 FAX (916) 653-9531  
 TTY 711  
 www.dot.ca.gov



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February 18, 2016

Ms. Emily Jacobs, Program Coordinator  
 County of Humboldt  
 1106 Second Street  
 Eureka, CA 95519

Dear Ms. Jacobs:

Enclosed is a fully executed copy of the California Aid to Airports Program Grant Agreement for State Airport Improvement Program (AIP) Matching Grant dated February 2, 2016. This grant is for a portion of the matching funds for your Federal AIP Grant No. 3-06-0092-009-2015 for a project at the Garberville Airport.

Disbursement of funds will be made in accordance with the terms and conditions of the Grant Agreement. A final payment will be processed upon completion of the project. With your request for payment of State funds, please include documentation which substantiates and identifies all federal funding that you have received for your AIP grant.

If you have any questions or if we may be of further assistance, please contact me or Bambi Jake at (916) 654-4718 or by email at [bjake@dot.ca.gov](mailto:bjake@dot.ca.gov).

Sincerely,

GARY CATHEY, Chief  
 Division of Aeronautics

Enclosures

PUBLIC WORKS	
<input checked="" type="checkbox"/>	DIR
<input checked="" type="checkbox"/>	AV
<input checked="" type="checkbox"/>	BUS
<input type="checkbox"/>	ENG
<input type="checkbox"/>	MAINT
<input type="checkbox"/>	R
<input type="checkbox"/>	E
<input checked="" type="checkbox"/>	FM
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<input type="checkbox"/>	NR
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**CALIFORNIA AID TO AIRPORTS PROGRAM  
GRANT AGREEMENT - FEDERAL AIP MATCHING FUNDS**

**THIS AGREEMENT, MADE AND ENTERED INTO ON THIS  
BY AND BETWEEN THE STATE OF CALIFORNIA,** Department of Transportation, hereinafter referred  
to as "**STATE,**" **AND THE COUNTY OF HUMBOLDT,** a political subdivision of the  
State of California, hereinafter referred to as "**PUBLIC ENTITY.**"

**SECTION I**

1. **WHEREAS**, Section 21683.1 of the California Public Utilities Code authorizes the California Transportation Commission to allocate funds for a portion of the match for Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grants to certain airports upon the recommendations of the Department and pursuant to Department regulations set forth in Title 21, Chapter 2.5, Subchapter 4, Sections 4050, et seq., of the California Code of Regulations; and

2. **WHEREAS**, pursuant to the above authority, the California Transportation Commission allocated a maximum amount of **\$8,088** from the Aeronautics Account in the State Transportation Fund by Resolution FDOA 2013-01 dated August 6, 2013, the terms of which are made an express part of this Agreement.

**NOW, THEREFORE**, in consideration of the covenants and conditions hereinafter expressed, the parties agree as follows:

**SECTION II**

1. **PUBLIC ENTITY** shall perform or contract for all work necessary to complete the following described airport improvement(s) hereinafter referred to as "**IMPROVEMENT**":

**Airport: Garberville**

**Federal AIP Grant No.: 3-06-0092-009-2015**

**Detailed Project Description: Rehabilitate Runway 18/36 (Design)**

Items in AIP Grant that are **ineligible** for State Funding: N/A

Total Federal AIP Grant	\$161,753
Less cost of ineligible items	

Total amount of AIP Grant eligible for State Matching	\$161,753
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<b>MAXIMUM STATE PARTICIPATION:</b> (5% of eligible items in AIP Grant)	\$8,088
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2. **PUBLIC ENTITY** shall comply with all special conditions set forth in the Funding Resolution issued by the California Transportation Commission.
3. **PUBLIC ENTITY** shall deposit all monies received from **STATE** for **IMPROVEMENT** in the Garberville Airport Account within the **PUBLIC ENTITY's** Special Aviation Fund in accordance with Public Utilities Code Section 21684.
4. **PUBLIC ENTITY** shall allow authorized **STATE** representatives to inspect the work being performed at any time during construction of **IMPROVEMENT**.
5. **PUBLIC ENTITY** agrees to retain all books, records, and accounts relating to this Grant Agreement for a minimum of three (3) years from the date of final payment to **PUBLIC ENTITY** after completion of **IMPROVEMENT**, and shall make these documents available for examination by **STATE** upon request.
6. **PUBLIC ENTITY** shall comply with all applicable **STATE** laws and regulations.
7. **PUBLIC ENTITY** shall indemnify and hold harmless the **CALIFORNIA TRANSPORTATION COMMISSION** and the **STATE** and all officials and employees thereof from all claims, suits or actions of every kind, brought for, or on account of, any damage or liability occurring by reason of, or resulting from: anything done or omitted to be done by **PUBLIC ENTITY** under this Grant Agreement; with respect to the construction, operation and maintenance of the **IMPROVEMENT** any act or omission by the **PUBLIC ENTITY's** Contractor or agents during the process of constructing, operating or maintaining the **IMPROVEMENT**. **PUBLIC ENTITY's** duty to indemnify and save harmless shall include the duty to defend, as set forth in Section 2778 of the Civil Code.

### SECTION III

1. **STATE** shall disburse the **STATE's** share of the project cost up to **\$8,088** not to exceed five percent (5%) of payments received by the **PUBLIC ENTITY** from the FAA, in the manner described in paragraph 2 of this section. However, in no event shall the total **STATE** disbursement exceed the sum of **\$8,088** unless authorized by supplemental allocation from the California Transportation Commission and an amendment to this Agreement.
2. Upon receipt of request for payment by **PUBLIC ENTITY**, **STATE** agrees to make payments by one of the following methods:
  - (a) **PUBLIC ENTITY** may, no more often than monthly in arrears, submit certifications of the percentage of the work then completed, multiplied by 90 percent of the sum identified in paragraph 1 of this section along with a copy of invoice to the FAA; or
  - (b) **PUBLIC ENTITY** may submit copies of Contractor's invoices for materials and services delivered as a lump-sum payment request after construction of **IMPROVEMENT** has been completed, along with a copy of the corresponding invoice sent to the FAA.
3. Regardless of the number of progress payments submitted, 10 percent of the **STATE's** share indicated in paragraph 1 of this section shall be retained by **STATE** until final receipt of documentation acknowledging completion and acceptance of **IMPROVEMENT** by **PUBLIC ENTITY**.

4. **PUBLIC ENTITY** shall refund to **STATE** any portion of the **STATE** funding share not expended to complete **IMPROVEMENT**.

5. After the project has been completed and accepted by the FAA, **STATE** will pay the 10% balance of the withheld **STATE** funds to **PUBLIC ENTITY**.

**PUBLIC ENTITY'S ACCEPTANCE**

**County of Humboldt**

By: 

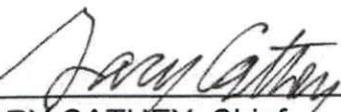
Title: Director of Public Works

Date: 2/11/16

**STATE OF CALIFORNIA  
DEPARTMENT OF TRANSPORTATION**

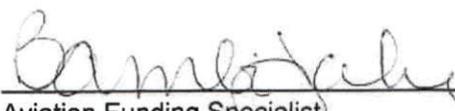
Division of Aeronautics

Division of Aeronautics

By:   
GARY CATHEY, Chief

I hereby certify that allocated funds are available for the period and purpose of the expenditure stated above.

Date: 18 Feb 16

  
Aviation Funding Specialist

Date: 2/18/16

## Memorandum

To: CHAIR AND COMMISSIONERS  
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: August 6, 2013

Reference No.: 2.7  
Action Item

From: STEVEN KECK  
Acting Chief Financial Officer

Prepared by: Dennis Jacobs  
Acting Division Chief  
Aeronautics

Subject: **FINANCIAL ALLOCATION FOR FISCAL YEAR 2013-14 AERONAUTICS SET-ASIDE TO MATCH FEDERAL AIRPORT IMPROVEMENT PROGRAM GRANTS RESOLUTION FDOA-2013-01**

### **RECOMMENDATION:**

The California Department of Transportation (Department) recommends the California Transportation Commission (Commission) approve Resolution FDOA-2013-01, allocating \$550,000 for Fiscal Year (FY) 2013-14 to match federal Airport Improvement Program (AIP) grants.

### **ISSUE:**

The Aeronautics program includes an annual set-aside used to match federal AIP grants. The attached resolution proposes to renew the delegation for the allocation of state funds to match the federal AIP grants.

### **BACKGROUND:**

Each year the Commission approves a set-aside to match AIP grants. This allocation provides the authority for the Department to subvent matching funds to individual projects as requested by airport sponsors.

The Department provides Commission staff with monthly reports on allocations for AIP Matching funds. The reports show the sponsor name, the airport name, a project description, the AIP grant amount, the state matching amount, and an explanation on any portions of the AIP grant that were not matched. Because the Aeronautics Account is continuously appropriated, any unused remainder of this allocation would be available in FY 2013-14 to fund additional Aeronautics Program projects.

Attachment

## **CALIFORNIA TRANSPORTATION COMMISSION**

### **Allocation of Funds to Match Federal Airport Improvement Program (AIP) Grants**

#### **Resolution FDOA-2013-01**

- 1.1 WHEREAS, pursuant to Section 21683.1 of the Public Utilities Code (PUC), the California Transportation Commission (Commission) is authorized to allocate funds for a portion of the local match for federal Airport Improvement Program (AIP) grants to certain airports; and
  - 1.2 WHEREAS, the Commission sponsored the legislation that enacted PUC Section 21683.1 in order to maximize the amount of federal airport funds that can be allocated to California; and
  - 1.3 WHEREAS, the Federal Aviation Administration requires that airport sponsors certify that matching funds are available as a condition of accepting a federal grant; and
  - 1.4 WHEREAS, on September 15, 2011, the Commission approved the Capital Improvement Program, which is an element of the California Aviation System Plan, and lists needed federal airport improvement projects from all funding sources.
- 
- 2.1 NOW, THEREFORE BE IT RESOLVED, that, regarding federal Airport Improvement Program grants made by the Federal Aviation Administration to public entities in this State received by the Department of Transportation (Department) from July 1, 2013 through June 30, 2014, with the approval of the Department, at such time as the federal grant offer is accepted by the public entity applicant, there is allocated to each applicant from the Aeronautics Account, 5 percent (5%) of that portion of the grant whose primary benefit is for general aviation in order to provide a part of the local match for the grant in accordance with the provisions of Public Utilities Code Section 21683.1 (b) until the total of all such allocations equals \$550,000; and
  - 2.2 BE IT FURTHER RESOLVED, that the Department shall provide Commission staff with monthly status reports on sponsors' matching fund applications that have been approved by the Department.