



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #:** 16-583, **Version:** 1

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- a. Accept the receipt of allocation by the California Transportation Commission of a California Aid to Airports Program Acquisition and Development Grant in the amount of \$162,000 to the County for Airport Land Use Compatibility Plan (ALUCP) Updates;
  - b. Allocate \$18,000 from the \$1 million General Plan Implementation funds budgeted in the FY 2015-16 Adopted Budget for Planning 001-3000-8172-RMA001 as the County's match requirement for this Grant award;
  - c. Authorize the Auditor Controller to transfer \$18,000 from the General Fund 001, Appropriation Unit RMA001 to Fund 019, BSA 2611, Sub BSA ALUCP to satisfy the County match requirement for the California Aid to Airports Program Acquisition and Development Grant in FY 2015-16; and
  - d. Authorize the Resource Management Agency Director, or his designee, as staff to the Monterey County Airport Land Use Commission, to accept the Grant from the California Transportation Commission and administer and execute documents associated with the Grant.
- (REF120019/Airport Land Use Compatibility Plans)

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Accept the receipt of allocation by the California Transportation Commission of a California Aid to Airports Program Acquisition and Development Grant in the amount of \$162,000 to the County for Airport Land Use Compatibility Plan (ALUCP) Updates;
- b. Allocate \$18,000 from the \$1 million General Plan Implementation funds budgeted in the FY 2015-16 Adopted Budget for Planning 001-3000-8172-RMA001 as the County's match requirement for this Grant award;
- c. Authorize the Auditor Controller to transfer \$18,000 from the General Fund 001, Appropriation Unit RMA001 to Fund 019, BSA 2611, Sub BSA ALUCP to satisfy the County match requirement for the California Aid to Airports Program Acquisition and Development Grant in FY 2015-16; and
- d. Authorize the Resource Management Agency Director, or his designee, as staff to the Monterey County Airport Land Use Commission, to accept the Grant from the California Transportation Commission and administer and execute documents associated with the Grant.

### SUMMARY:

In 2015 the California Transportation Commission (CTC) awarded a grant to the County, as staff to the Monterey County Airport Land Use Commission (ALUC), to update the Airport Land Use Compatibility Plans (ALUCPs) for the Monterey Regional and Marina Municipal Airports. This Acquisition and Development (A&D) Grant from the California Aid to Airports Program (CAAP) would provide \$162,000 of state funding for completion of these two ALUCPs. Per state law, the grant requires a local match in the amount of \$18,000, and pursuant to Monterey County procedure, County staff is returning to the Board of Supervisors for approval of the local matching funds and authorization for the RMA Director to approve the grant, in the form shown in Attachment B. Staff recommends that the Board of Supervisors approve the matching funds and authorize acceptance of the grant.

### DISCUSSION:

The County's four public use airports (Monterey, Marina, King City, and Salinas) are required to have Airport Land Use Compatibility Plans (ALUCPs). The current ALUCPs are between 19 and 37 years old and require updating. The ALUCPs are adopted by the Monterey County Airport Land Use Commission. Per state law, the County serves as staff to the ALUC, and the Board of Supervisors must approve ALUC contracts with consultants. On February 2, 2015, the Board of Supervisors approved a Professional Services Agreement (PSA) with Coffman Associates to provide airport land use planning consulting services to update the ALUCP documents for Monterey Regional, Marina Municipal, Salinas Municipal, and Mesa Del Rey (King City) Airports. At that time, the County committed \$25,000 to the PSA for development of policy recommendations to the ALUC. The remaining PSA amount, not to exceed \$486,025, was unfunded and contingent upon availability of future funding (i.e., Caltrans A&D grant funding). Approval of the PSA made the County's grant application to the CTC more competitive.

A&D grants provide CAAP funds to airports and planning agencies for use in constructing projects, acquiring land, and preparing planning documents. Projects are competitively awarded by the CTC on a statewide basis. An A&D grant funds up to 90 percent of a project, with the local jurisdiction providing a minimum of 10 percent matching funds.

On July 28, 2015, the Board of Supervisors ratified the grant submittal, and on August 27, 2015, the CTC approved a \$180,000 (\$162,000 plus \$18,000 local match) grant for two of the four Monterey County ALUCP updates. Tasks for ALUCP updates for Salinas Municipal and Mesa Del Rey Airports were included in the PSA's scope of services; however, this initial grant award would focus on completing the ALUCPs for Monterey Regional and Marina Municipal Airports. These two airports have updated Airport Master Plans, including Airport Layout Plans, at least one of which is required before beginning the ALUCP update process.

For the grant awarded August 27, 2015, Coffman Associates would provide services for displacement analysis, environmental review, and Airport Land Use Commission ALUC approval of the updated ALUCPs for the Monterey Regional and Marina Municipal Airports (Phase 2, Elements 1 and 2 of the PSA). Draft ALUCPs for Monterey Regional and Marina Municipal Airports have already been prepared by Coffman Associates under separate contract with the Monterey Peninsula Airport District and the City of Marina as part of their airport master plan updates, thereby allowing cost savings for the ALUCP Update.

Upon Board approval and completion of the grant agreement with Caltrans, County staff will direct Coffman Associates to initiate the tasks for the ALUCPs for Monterey Regional and Marina Municipal Airports. After the notice to proceed is provided, ALUC and County staff will coordinate a task timeline/schedule with Coffman Associates. County staff anticipates the ALUCP for Monterey Regional Airport will be completed by March 2017, and the ALUCP for Marina Municipal Airport by June 2017, following environmental review. These dates are subject to change based on input received from the public and ALUC during environmental and other review of the draft plans. Per the grant allocation, the County has until August 26, 2016, to execute a Grant Agreement with Caltrans, and until August 26, 2018, to complete and submit the final ALUCPs.

#### OTHER AGENCY INVOLVEMENT:

RMA-Planning coordinated with the Monterey County Airport Land Use Commission, Caltrans Division of Aeronautics, and the airport managers for Monterey Regional, Marina Municipal, Salinas Municipal, and Mesa Del Rey (King City) Airports. County Counsel advises the ALUC and ALUC staff.

#### FINANCING:

There is an impact to the General Fund. The Grant does not allow for the reimbursement of staff costs. Staff anticipates expending approximately \$2,000 in staff time for this project in FY 2015-16. In FY 2013 -14 and

2014-15, staff time expended for this project totaled \$7,192. When combined with previous and forecasted staff time expenditures, total anticipated staff costs are estimated at \$20,000. The staff time associated with this project has and will continue to be absorbed in the Adopted Budgets for RMA-Planning. The Grant-required local matching funds will be transferred from the current year adopted budget for RMA-Planning General Plan Implementation (Long-Range Planning Work Program) funds to the Fund 019 ALUCP balance sheet assignment.

On February 10, 2015, the Board of Supervisors approved a Professional Services Agreement (PSA) to provide airport land use planning consulting services for the four general public use airports within Monterey County (Request for Qualifications #10451), in an initial amount of \$25,000 for Phase I in FY 2014-15, from the funds allocated towards General Plan Implementation, and for a total amount not to exceed \$486,025, contingent upon availability of future funding (i.e., Caltrans A&D grant funding), for a period of three (3) years, from execution of the PSA, with the option to extend the PSA for one (1) additional one (1) year period. The A&D Grant approved by the CTC on August 27, 2015, provides sufficient funding for completion of the ALUCPs for the Marina and Monterey airports.

**Airport ALUCP:** Monterey & Marina

**A&D Grant Amount:** \$180,000

**CTC/Caltrans A&D Funds 90%:** \$162,000

**County Matching Funds Required 10%:** \$18,000

**County Funds Committed Previously:** \$25,000 \*

\* Consultant costs only; excludes staff costs.

The County expended \$25,000 to initiate Phase 1 of the PSA.

Grant funds may not be used for reimbursing staff costs.

Prepared by: Joseph Sidor, Associate Planner, ext. 5262

Approved by: Carl P. Holm, AICP, Director, Resource Management Agency

This report was reviewed by John Ford, RMA Services Manager.

**Attachments:**

Attachment A Grant Allocation Letter for Monterey Regional and Marina Municipal Airports, September 21, 2015

Attachment B Form of California Aid to Airports Program Grant Agreement