



**CITY OF SALINAS
CITY COUNCIL STAFF REPORT**

DATE: JANUARY 9, 2024

DEPARTMENT: PUBLIC WORKS, AIRPORT DIVISION

BY: DAVID JACOBS, PUBLIC WORKS DIRECTOR

FROM: BRETT J. GODOWN, AIRPORT MANAGER, C.M., C.A.E.

TITLE: ACCEPTANCE OF CALIFORNIA AID TO AIRPORTS PROGRAM (CAAP) ANNUAL CREDITS FOR ELIGIBLE PROJECTS AT THE SALINAS MUNICIPAL AIRPORT FY2023-2024

RECOMMENDED MOTION:

A motion for the City Council to approve a resolution:

1. Approving the acceptance and appropriation of \$40,000 to the Airport Enterprise Fund from the State of California, Department of Transportation, California Aid to Airports Program (CAAP) for eligible projects at the Salinas Municipal Airport; and
2. Authorizing and empowering the Interim City Manager, or designee, and Finance Director to execute on behalf of the City of Salinas all required documentation with respect to the application for and the acceptance of State of California, Department of Transportation, California Aid to Airports Program (CAAP) funding.

EXECUTIVE SUMMARY:

The Salinas Municipal Airport receives an annual credit of \$10,000 from the State of California, Department of Transportation, California Aid to Airports Program (CAAP). It can accumulate a maximum of five years (\$50,000), which the City has accumulated four years (\$40,000). The accompanying staff report, Resolution, and Annual Credit Disbursement Request form support staff's recommendation for the City Council to (1) approve the acceptance and appropriation of \$40,000 to the Airport Enterprise Fund from CAAP and (2) authorize and empower the Airport Manager and Finance Director to execute on behalf of the City of Salinas all required documentation with respect to the application for the acceptance of the State of California, Department of Transportation, California Aid to Airports Program (CAAP) funding.

BACKGROUND:

Public-use airports in the State of California, through the State Aeronautics Act through the California Aid to Airports Program (CAAP), receive an annual non-discretionary grant of \$10,000 (annual credit).

These funds are paid to public entities upon request for expenditure on preapproved eligible projects. Eligible public entities may submit applications for the withdrawal of credited funds for expenditure on proposed projects in letter form to the department for review and approval. Credits payable under this program are credited to individual airport subaccounts annually and may be accumulated for a maximum five-year period.

The City of Salinas has accumulated four years of annual credits totaling \$40,000. City Staff desires to withdraw and appropriate \$40,000 of credited funds for expenditure to improve the airfield area by purchasing new FAA Certified airfield signage and a paint sprayer capable of and configured to spray airport [runway and taxiway] paint.

At the December 21, 2023, Airport Commission meeting, the Airport Commission recommended City Council adopt the resolution as presented.

CEQA/NEPA CONSIDERATION:

The City of Salinas has determined that the proposed action is not a project and, therefore, exempt as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378).

STRATEGIC PLAN INITIATIVE:

The project complements the City Council's Goals of Effective and Culturally Responsive Government.

DEPARTMENTAL COORDINATION:

The process of administering these particular projects involves Public Works, Finance, and Legal Departments. The Finance Department will administer the proper disbursement of funds, and the Legal Department will review pertinent documents/contracts to ensure compliance with applicable laws and regulations.

FISCAL AND SUSTAINABILITY IMPACT:

There will be no impact on the City's General Fund. There is no local matching component. The Airport Enterprise Fund has no financial obligation to participate in the program or accept the annual credit. The State of California Department of Transportation's California Aid to Airports Program (CAAP) appropriates \$10,000 annually to every qualifying public-use airport in the State of California. The City of Salinas has accumulated four years of credits totaling \$40,000. The

credits will be allocated and appropriated to the department's operation budget (6100.50.5340-62.2000 Supplies & Materials Building Maintenance Supplies) for \$40,000.

ATTACHMENTS:

Resolution - A Resolution Accepting California Aid to Airports Program (CAAP) Annual Credits for Eligible Projects at the Salinas Municipal Airport

State of California, Department of Transportation, California Aid to Airports Program (CAAP) – Annual Credit Disbursement Request Form