



COUNTY OF DEL NORTE
COMMUNITY DEVELOPMENT DEPARTMENT
981 H STREET, SUITE 110
CRESCENT CITY, CA 95531
FAX – (707) 465-0340

Planning (707) 464-7254	Engineering & Surveying (707) 464-7229	Roads (707) 464-7238	Building Inspection (707) 464-7253	Environmental Health (707) 465-0426	Code Enforcement (707) 464-7254
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DATE: June 19, 2015

AGENDA DATE: July 14, 2015

TO: Del Norte County Board of Supervisors

FROM: Heidi Kunstal, Director of Community Development *Heidi Kunstal*

SUBJECT: Budget Transfer – Federal Title III – FY 14/15

RECOMMENDATION FOR BOARD ACTION: Approve Budget Transfer Request within the Federal Title III Budget Unit in the amount of \$4,059.22.

SUMMARY: The attached Budget Transfer Request reflects a prior action of the Board to fund obstruction clearance at the Ward Field in Gasquet using Title III funds. The Border Coast Regional Airport Authority, as the recipient of the Title III funds, has requested reimbursement in the amount of \$4,059.22 to cover vendor costs associated with the project. A summary of expenditures for this project is attached as back-up.

ALTERNATIVE: The budget transfer request is necessary for the proper payment through the Auditor's Office for a project allocated for funding by the Board of Supervisors.

FINANCING: Federal Title III – Fund 152 Dept. 252

CHILDREN'S IMPACT STATEMENT:

This section meets 1 of the following outcome measures for children in Del Norte County:

- Children ready for and succeeding in school.
- Children and youth are healthy and preparing for adulthood.
- Families are economically self-sufficient.
- Families are safe, stable and nurturing.
- Communities are safe and provide a high quality of life.
- No impact to Children as a result of this action.

OTHER AGENCY INVOLVEMENT: None.

SIGNATURE REQUIRED: The Auditor, CAO and the Chair are required signatures.

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ADMINISTRATIVE SIGN-OFF:

AUDITOR: 

COUNTY ADMINISTRATIVE OFFICER: Jay Sarina

COUNTY COUNSEL: Gretchen Stuhr

PERSONNEL:

OTHER DEPARTMENT:

Budget Line Item number – 101-260-20221

Del Norte County Budget Transfer Request

Department Name	Fund	Dept.	Line Item	Description	Budget Transfer Amount(s)	
					Reduce Expenditures or Increase Revenue	Increase Expenditures or Reduce Revenue
Federal Title III	152	252	30500	Dept. Allotment	\$ 4,059	
	152	252	70911 962	Op Transfer Out - 322 Ward		\$ 4,059
Total Amounts					\$ 4,059	\$ 4,059

Department complete and send to Auditor's Office for transfer number before sending to CAO. Round amounts up to whole dollars.

Department Justification - Include cover letter that addresses the following: 1) Reason for request; 2) Why sufficient balances exist to finance transfer; 3) Why request can't be delayed to next budget year.

Heidi Hunsdale
 Department Head Signature _____ Date June 19, 2015

Auditor's Office: Sufficient balances exist per above
 (Under \$100 Auditor's Office approves)

Deputy Auditor-Controller: *OC* Date 6/30/15
 Recommendation: Approve / Deny
 Submit for Board approval _____ Date _____

TR No. _____ Budget Revision No. 06-07
 Includes Revenue Appropriation _____ Requires 4/5ths Vote _____
 County Administrative Officer _____ Date _____

Passed by Board of Supervisors of Del Norte County on _____

Ayes: _____
 Noes: _____
 Absent: _____

Attest: Clerk of the Board _____

By: _____

Chairperson _____
 Board of Supervisors

**Del Norte County
Secure Rural Schools and Community Self-Determination Act
Title III Project Payment Request**

Project Title: OBSTRUCTION Clearance - WARD Field

Board Approval Date: 09/25/2012

Grantee: BORDER COAST REGIONAL Airport Authority

Type of Payment: Reimbursement Final Payment

Payment Information:

a. Project Grant Amount \$ ~~12,555~~ 12,000 RH 6/17/15

b. Funds Received to Date \$ —

c. Available (a. minus b.) \$ ~~12,555~~ 12,000 RH 4/17/15

d. Amount of this Request
(from Project Cost Summary Form) \$ 4,059

e. Remaining Funds After this Payment (c. minus d.) \$ ~~8,496~~ 7,941 RH 6/17/15

Send Payment to:

Grantee Name BORDER COAST REGIONAL Airport Authority

Street Address 150 DATE Rupert Road

City, State, Zip Code CRESCENT CITY, CA 95531

County Line Item Account Number (if applicable) _____

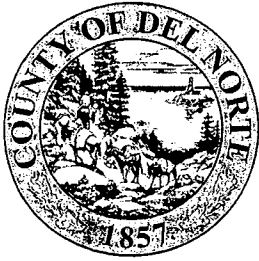
Signature of Person Authorized Representative: Susan Daugherty

Title Airport Program Mgr Date 6/12/2015

For County Use Only:

Payment Approval Signatures:

CDD Auditor _____



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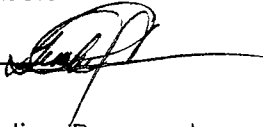
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BOARD MEMO

DATE: September 6, 2012 **AGENDA DATE:** September 25, 2012
TO: Del Norte County Board of Supervisors
FROM: Tina McClendon, Deputy Director 
SUBJECT: Title III Project – Ward Field Obstruction Removal

Recommendation:

Accept the attached application from the Border Coast Regional Airport Authority for Title III funding in the amount of Twelve Thousand Dollars (\$12,000) and direct the Clerk of the Board to publish a description of the proposed project in the local newspaper, and to forward the proposed project to the Resource Advisory Committee for their review and comment.

Discussion/Summary:

At the February 17, 2012 meeting, your Board authorized the submission of an Application for Fund Allocation from the Caltrans Acquisition and Development Fund for the Ward Obstruction Removal Project. The project consists of removal of obstructions as required by Federal Aviation Regulations (FAR) Part 77 inspections. Failure to comply with the FAR could result in closure of the airport. The Caltrans' grant requires a Ten Percent (10%) match from other than State or Federal Funds.

Ward Field has served as an Incident Base of Operations for wild land fires in the region including, but not limited to, lands within the Forest Boundary. The airport is of strategic importance to both Cal-Fire and the U.S. Forest Service.

Pursuant to HR 2389 the Board of Supervisors has the sole discretion in the awarding of funds for Title III projects. All projects are subject to a future federal audit. Unlike Title II funds that are returned to the Forest Service if unspent, the old Title III funds remain with the County for an indefinite period until exhausted. Sufficient funds are available in Title

