

COVER MEMO

Briefing Date/Time: February 23, 2026

Staff Contact/Title: Chris Paolini, Airport Senior Manager, 360.528.8074, chrisp@portolympia.com

Subject: Resolution 2026-03: Port Commitment to provide WSDOT grant matching funds for the Airport Taxiway and Apron Rehabilitation project - Construction Phase

Purpose: Information Only Decision Needed

Overview:

The Washington State Department of Transportation (WSDOT) provides competitive grants for eligible airport capital projects. WSDOT awards grants to fund up to half of the Sponsor's (Port) grant match obligation toward FAA grants. For 2026, the sponsor's FAA grant obligation is 5% of total eligible project costs. Therefore, WSDOT may award a grant up to 2.5% of the total eligible project cost. WSDOT grant applications are required to include a resolution from the sponsor entity affirming funds availability and commitment to providing grant match funds for the designated capital project. Resolution 2026-03 accomplishes this requirement and will accompany our grant application due by March 6th, 2026.

- Type of Agenda Item: Consent Calendar
- Action Requested

Background and Purpose:

The Airport is currently coordinating with the FAA for an FAA grant funded Airport Taxiway and Apron Rehabilitation project. This project is listed in the Port's 2026 capital project list and included in the adopted 2026 Port Budget. This Airport Taxiway and Apron Rehabilitation project is intended to rehabilitate existing taxiway and apron pavement to protect airport infrastructure and improve safety. The design portion of this project started in 2025 with the construction phase anticipated to start in September 2026. This grant application is for the construction phase of this project. The Airport pursued and secured FAA and WSDOT grants in 2025 for the design and construction management portion of this project. Resolution 2025-08 for the 2025 WSDOT grant was adopted by the commission on May 12, 2025. Resolution 2026-03 will allow us to meet the 2026 WSDOT grant application requirements and deadline of March 6th, 2026. Tonight's

action allows us to apply for grant funding in advance of the project's construction start date to ensure the maximum grant eligible costs are included.

A separate FAA grant application, to fund 95% of the costs associated with the project's construction phase will be submitted later this year (approximately July) in coordination with the FAA. In anticipation of the FAA grant award, we are applying for a WSDOT grant to cover up to 2.5% of sponsor's portion of project costs. As mentioned, WSDOT requires a resolution from the sponsor entity affirming funds availability and commitment to providing grant match funds for the capital project as part of the WSDOT grant application. This evening's resolution will be submitted as part of the WSDOT grant application, which is due by March 6th, 2026.

What this project does:

- Rehabilitates a portion of the airport's primary apron and eastside taxiway infrastructure, protecting our Port asset.
- Improves safety and operational reliability for aircraft.

Vision 2050 Alignment:

- Aligns with goals 47 and 50 of Vision 2050.

What this project does not do:

- Does not expand existing pavement or cover existing permeable surfaces.
- Does not increase pavement strength to support larger aircraft.

Documents Attached:

Resolution 2026-03

Environmental:

An external review of the project with the FAA and a project review by the Port's Director of Environmental Planning & Programs was completed. This project was determined to be NEPA and SEPA exempt. Below are the applicable references for both NEPA and SEPA. Construction will begin no earlier than September 1st, 2026 to ensure construction activity falls outside of the Streaked Horned Lark breeding season.

Per FAA guidance, the entirety of this project is NEPA exempt:

Pavement maintenance work:

"The proposed pavement rehabilitation project is Categorically Excluded pursuant to FAA Order 1050.1F Section 5-6.4 e"

Per the following Washington State Administrative Code (WAC), the entirety of this project is SEPA exempt:

Pavement maintenance work:

WAC 197-11-800 (3) exempts: “Repair, remodeling and maintenance activities...transportation facilities involving no material expansions or changes in use beyond that previously existing...”.

Financial Impact:

An FAA grant will provide funding for 95% of the project cost. Tonight’s resolution will allow us to apply for a WSDOT Aviation grant to fund up to 2.5% of the project cost. Airport capital project funds will be used to fund the remaining 2.5% of the project.

Past 2025 Project Funding breakdown: Design & Construction Management Phase:

Total project cost (est):	\$310,526
FAA grant funds (est):	\$295,000 (Not to exceed amount)
WSDOT grant funds (est):	\$ 7,764 (Not to exceed amount)
Airport capital project funds (est):	\$ 7,762

New 2026 Project Funding breakdown: 2026 Construction Phase:

Total project cost (est):	\$1,368,421
FAA grant funds (est):	\$1,300,000 (Not to exceed amount)
WSDOT grant funds (est):	\$ 34,210 (Not to exceed amount)
Airport capital project funds (est):	\$ 34,211

Next Steps/Timeframe:

Anticipated Project Start Date: Bids will be solicited starting in late February with contract award anticipated in March/April. Construction is anticipated to begin after September 1st, 2026, following the end of the Streaked Horned Lark breeding season.

Options with Pros & Cons:

1. Adopt resolution 2026-03 affirming Port’s commitment to provide grant matching funds for the Olympia Airport’s Taxiway and Apron Rehabilitation project.

Result: Airport moves forward with the WSDOT grant application which may provide up to \$34,210 in additional grant funds.

2. Do not adopt resolution 2026-03 affirming Port's commitment to provide grant matching funds for the Olympia Airport's Taxiway and Apron Rehabilitation project.

Result: Airport cannot move forward with the WSDOT grant application and will likely lose the opportunity to secure an additional \$34,210 in grant funds.

Staff Recommendation:

Adopt resolution 2026-03 affirming Port's commitment to provide grant matching funds for the Olympia Airport's Taxiway and Apron Rehabilitation project.