



## Infrastructure and Financial Planning (I&F) MEETING Minutes - FINAL

Thursday November 18, 2021, 4:00 P.M. open session

### **I&F COMMITTEE MEETING TO BE REMOTELY BROADCAST. BROADCAST COMMUNICATION INFORMATION TO FOLLOW.**

**Chair:** Knud Kirkegaard,

**Members:** Terry Bohlen, Jim Bray, Dominic Coutches

**1) 4:00PM Call to Order/roll call**

KK\_P\_ TB\_P\_ JB\_A\_ DC\_P\_ (P-Present, A-Absent)

**Public Present** *Yes*

**2) ADOPTION OF AGENDA:** KK\_Y\_ TB\_Y\_ JB\_X\_ DC\_Y\_ (Y=yes, N=no, X-Absent)

**3) ADOPTION OF 07 JULY 2021 MINUTES:** KK\_Y\_ TB\_Y\_ JB\_X\_ DC\_Y\_ (Y=yes, N=no, X-Absent)

**4) PUBLIC FORUM/PUBLIC COMMENT:** Only items that are within the jurisdiction of this committee will be considered. Statements from the floor will be heard during public forum/public comment; public comments are limited to one 5-minute comment per person per topic.

*Committee was informed about a slurry seal asphalt product ¼" thick with max granularity size of 1/8" that could be a potential street slurry seal for a total of \$300,000. Product should be FAA approved.*

**5) OLD BUSINESS:**

a) Committee Member updates

*Burl Skaggs resigned as committee member and president of the board when moving out of the district. Kevin Cooksy resigned as committee member when leaving as airport manager. Thank you to Burl and Kevin for their dedications and valuable contributions to the committee and the district.*

*Terry Bohlen has joined the I&F committee as president of the CPAD board. The committee is at the limit for board members to ensure there isn't a quorum of the board.*

*Dominic Coutches has joined the I&F committee as our new airport manager.*

*Welcome to Terry and Dominic.*

b) Monthly updates to district residents

a. Content and format of monthly updates

b. Suggestion to form committee for information distribution- need people to help

*No updates*



**6) NEW BUSINESS:**

- a) Review of financial data to be presented at public forum to solicit input on desired level of operations for the airport and street maintenance.
  - a. Airport Operations
    - i. Operational tiers
    - ii. Operational budgets for each tier
  - b. Residential street maintenance

*Terry has developed a tiered system for infrastructure and operations for the airport and the airpark streets. The purpose is to have a framework to present to district residents what levels of service and improvements to expect at the different tiers. Terry also developed a financial model that allows for recommendations based on fees levels and perform what-if analysis.*

- b) Review of proposals and financial data for fuel system replacement  
*Discussion focused on doing due diligence for a potential used 10,000 gal. tank at the Port of Oakland identified by the Hunt & Sons company. Meeting to be scheduled with Hunt to discuss the next steps to evaluate if the tank meets the requirements. Airport manager will visit port of Oakland and inspect the used tank.*
- c) Review proposal from Foothills Flight Center for hangar lease change and increased lease fees. Evaluate financial impact to the district for report and recommendation to the Board.

*Terry has asked Jeff Robertson to do a thorough review of the current lease contracts. New lease proposal to be reviewed when the board resumes in 2021.*

**8) ADJOURNMENT at 5:30 pm**

**NEXT MEETING: TBD**