



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

Thursday April 8, 2021, 4:00 P.M. open session

**FACE TO FACE MEETINGS ARE SUSPENDED UNTIL FURTHER NOTICE DUE TO COVID 19**  
**MEETING TO BE REMOTELY BROADCAST**  
**PHONE AND/OR VIDEO PHONE COORDINATES TO FOLLOW**

**Chair: Knud Kirkegaard,**

**Members: Kevin Cooksy, Burl Skaggs, Keith Uota, Jim Bray**

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

KK\_P\_KC\_P\_BS\_P\_KU\_P\_JB\_A\_ (P-Present, A-Absent)

**Public Present\_3\_**

**2) ADOPTION OF AGENDA: KK\_Y\_KC\_Y\_BS\_Y\_KU\_Y\_JB\_A\_ (Y=yes, N=no, A- ABSENT))**

*Next meeting scheduled for Thursday 4/22 at 4pm*

**3) ADOPTION OF 16 MARCH 2021 MINUTES: KK\_Y\_KC\_Y\_BS\_Y\_KU\_Y\_JB\_A\_ (Y=yes, N=no)**

**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.

*No comments*

**5) OLD BUSINESS:**

a) Update on Request for Proposal for Professional Engineering Services AST

a. Project update

*One bid received for about \$23,000 (board approved amount not to exceed \$5,000).*

*Bid(s) to be reviewed Friday 4/9. If amount is due to misunderstanding of scope of work, the RFP is to be reworded and resubmitted, otherwise I&F committee to decide next steps at meeting 4/22. If no bid is received within board approved amount CPAD may submit own plans and proposal to the county for review.*

b) Multi aircraft fee proposal update

*Fee proposal being updated based on feedback at board meeting. Distinguish commercial hangar/tie-down uses and residents with multiple aircrafts. Despite several previous resolutions defining a fee, it has never been implemented. Therefore, a new fee will likely need*



*fee analysis for justification. Proposal to be refined and reviewed again at I&F meeting 4/22 before next board meeting.*

- c) Airport foundation 501(c)(3)  
*FOCA is a 501(c)(4) non-profit and donations are not tax deductible. Some residents and airport users plan to attempt establishing a 501(c)(3) airport foundation where donations will be tax deductible and also seek approval for matching funds from corporate eligible donors.*

**7) NEW BUSINESS:**

- a) Proposal for street funding  
*Burl put together a proposal for street funding which includes gutter repair and upgrade for the first time. Street funding proposal provides outlook for a couple of decades. A simplified presentation will be prepared for the residents. Test presentation to be made at the next board meeting. Intent is to have monthly updates to have effective communication with stakeholders (residents). A public meeting to be held to understand ability and willingness of community to address funding issues.*
- b) Pro forma budgets (operations, reserve, capital improvements, streets)  
*Feedback from board meeting was for I&F to prepare pro forma budgets reflecting actual needs of the district without looking at current revenue. Knud attended the CSDA Workshop on Financial Management and will put together a proposal for short-term and long-term budgets. Pro forma budgets will be the basis for determining fees and/or special taxes. Pro forma budgets are also to be presented at a public meeting to get feedback on community priorities and goals for the district.*
- c) Consider researching budgets at other similar airports for additional budget support data  
*Detailed budgets from county airports to be acquired for comparison. Caltrans may also be source for budgets of similar airports in the state.*

*At a high level El Dorado County 2019-2020 airports budget is recommended at \$2,065,318 (Placerville about \$1.76 million and Georgetown \$300k), which is an increase of \$155k (8.13%) when compared to the FY 2018-19 Adopted Budget. The county airports budget does not include administration funds which are budgeted elsewhere.*

- d) Review project request and RFQ for marking TAXI on each end of Boeing  
*Caltrans inspection calls for TAXI to be painted on Boeing at the same location as the former X markings. Stripping is paid from street funds. Bid exists for \$6,000. If volunteers could do black seal coating before TAXI marking is applied may save a significant amount. Areas to be checked for cracks etc. before painting. Findings to be presented at next I&F meeting. New RFQ to be issued if volunteers can do black seal coat.*

**8) ADJOURNMENT at 5:23pm**

**NEXT MEETING: April 22, 2021**