



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

Thursday, April 2, 2020, 3:00 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:** Terry Bohlen, Kevin Cooksy, Mark Harris, John Rucker, Burl Skaggs

**1) 3:00PM Call to Order/roll call**

KK\_\_P\_\_TB\_\_P\_\_KC\_\_P\_\_MH\_\_P\_\_JR\_\_A\_\_BS\_\_P\_\_ (P-Present, A-Absent)

*Recent addition to Committee: Keith Uota*

*Mark Harris joined meeting meet at item 6*

**Public Present** \_\_0\_\_

**2) ADOPTION OF AGENDA:** KK\_\_Y\_\_TB\_\_Y\_\_KC\_\_Y\_\_MH\_\_A\_\_JR\_\_A\_\_BS\_\_Y\_\_ (Y=yes, N=no, - ABSENT))

**3) ADOPTION OF 11MAR2020 MINUTES:** KK\_\_Y\_\_TB\_\_Y\_\_KC\_\_Y\_\_MH\_\_A\_\_JR\_\_A\_\_BS\_\_Y\_\_ (Y=yes, N=no)

**4) ADOPTION OF 26MAR2020 MINUTES:** KK\_\_Y\_\_TB\_\_Y\_\_KC\_\_Y\_\_MH\_\_A\_\_JR\_\_BS\_\_Y\_\_ (Y=yes, N=no)

**5) 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.

**6) OLD BUSINESS:**

a) Review progress towards short term goals

*Discussed progress against schedule.*

- *Committee work is on schedule*

- *Burl, in his continuing review of past CPAD documents, introduced a possible impact to the schedule due to a past requirement to notify every airpark resident, via letter, 45-days in advance of a possible fee increase. Burl is continuing to research to determine if it applicable to what the committee is contemplating.*

b) Updates to income, expenses, operational, and project costs

- *Reviewed operational costs/expenses. Knud noted that he is reviewing costs, including annual maintenance and inspection cost for the current AWOS.*



- Discussed need to document the basis of each operational cost item and possibly documenting each item on a project sheet. Outcome of discussion was to enter a description in the comments column on the spread sheet. Where more detail is needed, document on a project sheet. Burl agreed to enter reasons/basis for items he knows about in the comments column and reviewing at the next I&FC meeting.
  - Briefly discussed the number of resolutions for the November ballot. That lead to the discussion about Keith's suggestion below.
  - Keith suggested that we have three categories:
    - o Sustaining Operations – for the Airport and Residential Streets
    - o Long Term Maintenance - for the Airport and Residential Streets
    - o Capital Improvement Projects – for the Airport and Residential StreetsAfter discussion, agreed to assign each current operational cost item and project to one of the above three categories. Knud will update project priority sheet and operational cost sheet. Knud noted that he maintains the master spread sheet.
- c) Finalize project priority matrix
- Knud reviewed new priority matrix with updated weights and scores based on comments since the last meeting.
- 7) **NEW BUSINESS:**
- a) Update project funding options
- Reviewed funding options. Bailout funds was discussed as a possibility. No specific action yet.
  - Kevin suggested that CPAD join the California Special Districts Association as it appears to have resources that could support funding.
- b) Information package and options to update community
- Terry is developing first draft of a power point presentation for review at the next I&FC meeting.
- 8) **ADJOURNMENT at \_\_\_ 4:10PM \_\_\_**

**NEXT MEETING: April 9, 2020**