



**Infrastructure and Financial Planning (I&F) MEETING**  
**Minutes PENDING**

Thursday September 17, 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: Kevin Cooksy, Burl Skaggs, Keith Uota**

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

KK\_\_P\_\_ KC\_\_A\_\_ BS\_\_P\_\_ KU\_\_P\_\_ (P-Present, A-Absent)

*Kevin Cooksy joined about 3:15pm*

**Public Present\_\_** *Terry Bohlen joined later.*

**2) ADOPTION OF AGENDA: KK\_Y\_\_ KC\_A\_\_ BS\_Y\_\_ KU\_Y\_\_ (Y=yes, N=no, - ABSENT))**

**3) ADOPTION OF 6 AUGUST 2020 MINUTES: KK\_Y\_\_ KC\_A\_\_ BS\_Y\_\_ KU\_Y\_\_ (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.

*- None.*

**5) OLD BUSINESS:**

a) Promotion of Measure P

o Distribution of bulletins etc.

- *Bulletins, Flyer, and letter from CPAD president ready to distribute through direct mailing to registered voters and property owners. Will go out now as the ballot will be mailed out already by the county on 9/28.*

o Review progress on contacts

- *Burl provided updated map/spreadsheet indicating who has been contacted. Most contacted do not know about Measure P but most are in favor once explained. Mid-Boeing Road and South Western residences need to be contacted. Note: People, whom have not been attending Board/IFC meetings, have indicated lawn signs are confusing them, and when they google it, and a much older Measure P pops up.*



- Info booth
  - *Candidates for Director positions are hosting a Meet & Greet on Saturday, Sept 19<sup>th</sup> 8:30am – 10:00am. Copies of the mailing will be there for information and the candidates can answer any questions. CPAD info booth is TBD, depending on remaining voters' feedback and IFC decision.*

- b) Committee for Measure P updates
  - To date, total of \$647 donations in cash, ink, paper, and stamps. Spent \$512, leaving \$135 (Maybe reimburse Burl and Knud for some since they have spent the most).*

**7) NEW BUSINESS:**

a) CARES update –

*Once accounting of CPAD is settled, we can issue for repayment of recent expenditures. No prediction yet on when Cameron Park Airport access to CARES money will be resolved or what it takes to get resolved. Looks like it is making progress but nothing finalized yet. Expenses will be submitted (likely salary and insurance) for refunds once our account is setup.*

b) Budget updates FY 2020/21 and 2021/22

- Plan for required big ticket items (fuel hoses, POS upgrade)

*Start to track any near future expenses:*

- *Accounting audits*
- *Utility vehicle*
- *Fuel POS upgrade*

*We will add a standing agenda item to review big upcoming budget items*

*The procedure we will follow is using Capital Project Request forms justifying the expenses to be presented to the board.*

*Complete process still to be worked out for approval especially when there is no funding in the current budget.*

*Known items:*

*FY 2020/21*

- *Vehicle/tractor (project request submitted)*
- *Fuel System POS that is EMV compliant (project request submitted)*

*FY 2021/22*

- *Audit FY 2019/20 and 2020/21*
- *Replacement of fuel hoses. Expect about \$3,000*

**8) ADJOURNMENT at 3:35PM**

**NEXT MEETING: October 1, 2020**