



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

Thursday April 22, 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\_\_\_ KC\_\_\_ BS\_\_\_ KU\_\_\_ JB\_\_\_ (P-Present, A-Absent)

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

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

**3) ADOPTION OF 8 APRIL 2021 MINUTES: KK\_\_\_ KC\_\_\_ BS\_\_\_ KU\_\_\_ JB\_\_\_ (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.

**5) OLD BUSINESS:**

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

a. Next steps. No bids received within board approved amount

b) Multi aircraft fee proposal update

a. Review refined proposal before board meeting

b. Likely not permissible without financial justification documents

c) Proposal for street funding

a. Test presentation for public meeting

d) Develop budgets and financial projections

a. Actual needs

i. Operational, infrastructure recovery (assets), projects

ii. Study similar airport budgets

iii. Short- and long-term budgets

b. Presentation at public meeting



- c. Financial statement and plan requirements for determining / justifying fee amounts at least 5-to-10-year outlook. Also need Capital Improvement Plan to establish priorities.

- e) Update on project request and RFQ for marking TAXI on each end of Boeing

**7) NEW BUSINESS:**

- a) **Consensus to release FAA Annual Entitlement \$150K** for 2016 to Palo Alto Airport

Qualified airports have \$150K earmarked for their grant programs each year. Funds can accumulate up to 3 years to permit funding for larger projects (\$450K). This is a rolling \$450K with 'year four' money expiring each year. An airport without an approved program can re-direct the \$150K to other airports having an approved project that can use the funds before they expire. Palo Alto is such an airport. It is best to redirect such unused funds to keep the amount in the annual grant budget for the agency but to also keep it in the western region.

- b) Monthly updates to district residents
  - a. Content and format of monthly updates

**8) ADJOURNMENT at \_\_\_\_\_**

**NEXT MEETING: May 6, 2021**