



CPAD BOARD SPECIAL BUDGET REVIEW MEETING – March 29, 2021
MINUTES - PENDING

**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

Directors: Burl Skaggs, Glenn Gordon, Knud Kirkegaard, Terry Bohlen, Jeff Robertson

1. **7:00PM Call to Order/Roll Call** – *Called to order at 7:01 PM*

TB__P__JR__P__GG__P__KK__P__BS__P__ (P-Present, A-Absent)

Six public attended

2. **PLEDGE OF ALLEGIENCE**

3. **ADOPTION OF AGENDA**

MOTION to adopt Agenda for March 29, 2021 Special Meeting of the Board of Directors

Motion: BS Second: TB

TB__Y__JR__Y__GG__Y__KK__Y__BS__Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

Agenda adopted

PUBLIC FORUM/PUBLIC COMMENT: Only items that are within the jurisdiction of CPAD 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. Requests requiring board action will be referred to staff and brought on the next appropriate agenda.

None

4. **OLD BUSINESS:**

Review, discussion of CPAD Response to Auditor's Findings (FY17 and FY18 audits). Because the audits were conducted at the same time, corrective actions for both fiscal years were undertaken at the same time and addressed in a combined responsive letter.

Director Skaggs briefly reviewed auditor report and proposed responses.

Discussion by board...

MOTION to approve CPAD Response to Auditor's Findings for annual audits of FY17 and FY18.



Motion: KK

Second: TB

TB_Y__JR_Y__GG_Y__KK_Y__BS_Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

5. NEW BUSINESS:

- a) Review current annual budget status and discuss modifications to cover actual costs and recently approved expenses. Consider how to cover additional known expenses that will occur in next FY.

Director Knud reviewed budget: Budget does not support needs.

Discussion: State's usual \$10k grant for obstruction mitigation is uncertain in timing and amount. Rumors of additional \$15K under CARES act. All paper work has been submitted. Took nine months to get previous money.

Budget revised last October. That budget did not have CARES money. Previous Board decision allocated half, \$15K to this fiscal year. Other half to reserves. Status as of the end of February shown, and unfunded and not fully funded projects (repairs, maintenance, obstruction mitigation, etc). Many accounts getting very low considering there is four more months remaining in this fiscal year.

Went through adjustments to develop proposed budget

Spent about an hour discussing.

Revised Motion to make adjustment to budget by allocating \$16,300 as expense made up of \$5,000 for fuel system study, \$5,000 for tree mitigation, \$4,000 for audit and \$2,300 for CalFire in-kind donation. Balance budget by reducing airport operations reserve.

MOTION to approve revised annual budget for FY20/21:

Motion: TB Second: KK

TB_Y__JR_Y__GG_Y__KK_Y__BS_Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

Motion passed

Director Knud with board approved minutes, will initiate budget change.

- b) Discussion of path forward for encouraging residents to initiate ballot measure for fee increase.

Director Skaggs discussed: Last board meeting decided not to pursue board drive ballot measure, which requires 2/3 majority. Wanted to bring up resident-initiated ballot measure and keep it alive. Choices are 1) board ballot measure with 2/3 vote, or 2) pay significant amounts of money for legal preparation, financial analysis and documentation for justification of fees. Requires simple majority to pass.

Resident initiate ballot measure does not have overhead. Should know more by next regular board meeting what is needed. Would like board member independently and audience, if



any one wants to run this, let board know. If this is feasible, would meet TBD signatures, create measure, determine fees, by the end of June to make November elections.

- c) Provide guidance to the infrastructure and Finance Committee based on suggested fee changes to support the District's airport operations, streets, and capital improvement needs.

Discussion. Street maintenance is by far largest unfunded item. Could like at doing major repair is steps. Any recommendations to which board would the I&FC should be attending to?

David Becker: The most significant thing we need is a proforma operating budget, without regard to what we have coming in for income, to properly operate the airport, considering setting asides reserves. I&FC has been focused on what we can do with what we have. Suggest focus should be on the next two or three months, what we would need for expenses. Important for voter initiate. Naseer's will say we don't have any idea what we need to operate, which is unfair. Director Skaggs agreed, adding we talked about simplifying output, that most of the research has been done, just needs to be refreshed and repacked in a very simplified output.

5. ADJOURNMENT

NEXT REGULAR MEETING: April 26, 2021

Adjourned at 8:23 PM