



Infrastructure and Financial Planning (I&F) MEETING MINUTES

PENDING

Thursday June 11, 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, Burl Skaggs, Keith Uota

- 1) **3:00PM Call to Order/roll call** *Called to Order 3:01PM*
KK P TB P KC A MH P BS P KU P (P-Present, A-Absent)
Kevin Cooksy recused himself from the meeting due to the planned discussion Job Description/Tasks with Phil Albee.

Public Present 4 *(Jeff Robertson, Phil Albee, Julie Bohlen, Tina Robertson and Becky's Ipad joined about 3:45pm)*
- 2) **ADOPTION OF AGENDA:** KK Y TB Y KC - MH Y BS Y KU Y (Y=yes, N=no, - ABSENT))
Agenda adopted with no changes or comments
- 3) **ADOPTION OF 4 JUNE 2020 MINUTES:** KK Y TB Y KC - MH Y BS Y KU Y (Y=yes, N=no)
Minutes adopted with no changes or comments
- 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) *Feedback on airport staffing by Phil Albee*
Discussion with Phil Albee's and his comments:
 - *Phil had provided job description for the airport manager in Placerville. Now one position for two airports, Placerville and Georgetown.*
 - *Phil was manager for three airports (Crescent City, Klamath, and Ward Hill) and was part time in Del Nor County in Northern, California for five years, about 20 years ago. Maintained 1200 acres total.*
 - *Del Nor was very cash stressed, \$50,000 per year to maintain 3 airports.*



- Phil previously suggested we use CalFire to cut on airport brush, which has been done and continues.
- Phil suggested that we spray field with Roundup
- Administration was done by the county. County handled leases, and Phil was involved.
- Worked with United Express in Crescent City.
- Pavement reseal was done by CDF with work crew from prison.
- Suggested that CPAD Board determine job description and ensure that is it being done.
- Past 3 or 4 manages did not do a good job:
 - o \$95,000 spent with Vail with no results
 - o Lost \$10,000 on scam tractor purchase
- Burl noted that he is re-writing District Policy and Procedures to put checks and balances in place. Did not previously have. Also actively reviewing job description.
- Phil guesses that the residences have spent \$100,000 on tree mitigation.
- Recognizes that volunteers have done a lot.
- Phil said a Mission Statement is needed, to which Burl stated that we do have one.
- Phil concerned about acceptable fee increase.
 - o \$600 / year failed in 2018, now asking for \$900. Thought is would not work given current situation.
 - o Suggested only doubling fees, thinks would pass.
 - o At tipping point, more people here with cars only, concern that too high a fee will fail.
- Phil said he is fiscally conservative.
- Concerned that fee can be raised without future residence vote, equivalent to 8x current fee.
- Knud noted that other HOA in are up to \$500 per month and that ours has not been adjusted for inflation (fee has not changed since 1995).
- Phil noted that Placerville has seen new tie-down airplanes coming from Cameron Park, did not know why
 - o Burl responded that we know some of those are due to no night ops
- Jeff Robertson noted that the job description for Placerville was more supervisory and that the current salary was \$35,000 plus full benefits.
 - o Tina Robertson said we should not discount state benefits, which are equivalent to the base salary, therefore base salary plus benefits equivalent to about \$70,000.
- Jeff Robertson stressed that District has done a lot of off-airport mitigation.
- Burl proposed going back through job description and put time against each task.
 - o Bottoms up with hours. First cut show more than one person needed.
- Burl noted that the history of the District ebbs and flows with volunteers.
- Phil agreed with Burl that trees were ignored by managers and boards.
- Phil suggest that correspondence with Caltrans include the board in addition to the airport manager.
 - o Burl responded that is being done now. Burl is co-named on. Correspondence.
 - o Burl stated that the Board has no issues with Caltrans.
- Burl noted that Special Districts when seeking fees, have a history of about a 40% approval rate.
- Tina Robertson stated that we should not distinguish between car and plane people, Better together as the fee supports everyone at the airpark – we are a community.



- *Knud suggested a special meeting, prior to the next regular committee meeting on June 18, with members of the committee who want to participate to go over the job description.*
- *Phil is our AOPA representative:*
 - o *Burl requested Phil work with AOPA to find salary and staffing for similar airports to Cameron Park, in the US and California. Phil agreed and would do so day after meeting (Friday, June 12)*

b) Final wording of ballot measure

- *Resolution 20-02 approved by Board on June 1 for measure content, not wording*
- *Dollar amounts as annual, not monthly. Include dollar limits*
- *Delete 3x reference as that was not in resolution*
- *Phil requested that the maximum amount was clear.*

Other discussion:

c) Communication of resolution and ballot measure to district voters

- *Keith Uota reviewed the district property map and noted that there where 124 APN numbers. We have been using 131 property in analysis. 131 came from annual revenue of \$39,300 divided by \$300 per property*
- *Burl said difference can be due to combined properties*
- *Noted that in constant contact email tacking, only 60% of district emails are opened.*
 - o *Mark Harris – email heading was important in getting attention.*

7) NEW BUSINESS:

- *Knud – additional feedback indicated concern about the escalation.*
- *Burl thanked Phil for his comments and suggestions.*

8) ADJOURNMENT at 4:01PM

NEXT MEETING: June 18, 2020