



# Cameron Park Airport District

Infrastructure and Financial Committee

March 20, 2020



# Short Term I&F Goals

- Operating Cost Estimates
  - Airport
  - Residential
- Capital Improvement Estimates
  - Airport short term and long term projects
  - Residential side short term and long term projects
- Complete Budget Project Requests
  - Project Request
- Funding Proposals
- Prepare Resolution(s) Calling for Ballot Measure(s)



# Short Term I&F Constraints

- Measure Calendar:

**General Election  
NOVEMBER 3, 2020**

**MEASURE CALENDAR**

The information contained in this calendar is the research and opinions of Elections' staff and are applicable to local measures filed in the County of El Dorado only.

DATE	RESPONSIBLE PARTY	DESCRIPTION
July 1 *	District	<p><b>BALLOT MEASURE (E.C. §§ 9311,9051,10403,13247)</b></p> <p>Resolutions from districts calling a measure due to the Registrar of Voters. The statement of all measures submitted to the voters shall be abbreviated on the ballot. The ballot label shall contain not more than 75 words.</p> <p>* If your district is unable to meet this deadline please contact the Elections Department. (530) 621-7480.</p>

- Board Meetings: 3/23, 4/27, 5/25, 6/22



# Short Term I&F Schedule

- Regular weekly meeting (time to be decided for virtual meeting)
- 3/31: Prioritize Short and Long Term projects
- 4/27: Finalize operational cost estimates for airport and residential side by CPAD board meeting
- 4/27: Budget-Project requests and proposed funding for Short and Long term projects by CPAD board meeting
- Mid-May: Information package/Community meeting
- 5/25: Finalize resolutions calling for measure(s) for General Election by CPAD board meeting
- 6/22 Last resolution revision if needed by CPAD Board Meeting

<b>CPAD Income</b>		<b>Updated: 3/20/2020</b>	
	Source	Account	2019-20 Budget
<b>Airport</b>			
	Assessment	4045	39,500.00
	Fuel Income	3900	180,000.00
	Grant income	4001	10,000.00
	Hangar Income	3905	51,000.00
	Tie-downs	4012	15,000.00
	Transient	4010	500.00
	Assessment Admin fee	4048	12,000.00
	Interest Income	4090	300.00
	Miscellaneous Income	4080	3,200.00
	Total		311,500.00
<b>Residential</b>			
	Property Taxes	4040	13,100.00
	Other Parking Income	4079	1,200.00
	Total		14,300.00
<b>Income Proposals</b>			
	Grant		
	Bonds/Loans		
	Assessment Increase		
	Self Funding		
	Rent Increase		
	Fuel Sales		
	Addl A/C fee		
	Donations		

Allocation			
Airpark/Airport			

<b>CPAD Operation Costs</b>		<b>Updated: 3/20/2020</b>
	<b>Account</b>	<b>2019-20 budget</b>
Salaries	6001	50,000.00
Workers Compensation Insurance	6096	3,000.00
Payroll Expenses / Taxes	6560	4,000.00
Computer/Communicatiuon Expenses	5002	400.00
Website Hosting	8556	-
Clearing and Tree Services	4098	10,000.00
Airfield Systems	5079	-
Repairs and Maintenance	5073	15,000.00
Major Repair Expense	5075	1,500.00
Fence and Gate Expense	5081	4,500.00
Small equipment and Tools	5526	150.00
Sprayer Operations	5527	-
Field Maintenance Expense (was: Tractor Operations Expense)	5528	2,000.00
Outside Services	6005	7,000.00
Accounting Services	8010	5,000.00
Audit Services (every 2 years: \$10,000)	8020	10,000.00
Legal Services	8167	5,000.00
Property Tax Admin Fee	8168	-
Discounts/Write offs	5005	500.00
LAFCO	6097	300.00
Security	6006	300.00
Utilities (several PG&E)	7200	5,000.00
Telephone	8204	4,800.00
Insurance	8090	8,000.00
Association Dues	4998	
Conferences and Meetings	4999	
Miscellaneous expense	8135	1,500.00
Office Supplies	8155	1,400.00
Board Meeting Expenses	8164	-
Postage	8165	100.00
Printing	8166	800.00
Public Notices	8196	500.00
Signs	8195	-
Fuel Expense (UST, AST)	8500	158,000.00
Credit Card Processing Fees	8501	4,300.00
Inventory Change	8502	17,000.00
Fuel System Maintenance (UST, AST)	8503	1,400.00
Permits (UST, AST)	8525	2,700.00
Underground Tank Fees (UST)	8530	3,600.00
UST Liability Insurance (UST)		
Designated Operator DO (UST)		
<b>Subtotal before contingencies and reserves</b>		<b>327,750.00</b>
<b>Contingencies (unexpected expenses) 5%</b>		<b>-</b>
<b>Reserves (depreciation, replacing) 5%</b>		<b>-</b>
<b>Total</b>		<b>327,750.00</b>





<b>CPAD Projects Residential Side</b>		Updated: 3/20/2020	Work In Progress								
	Details	Project request	Included in project	Priority	Low Estimate	Medium	High Estimate	Resolution Amount	Annual Maintenance, Service, Insurance	Annual Contingencies, Reserves, Admin, Engineering	Total
<b>Maintenance/Ongoing</b>											
Street/Taxiway Maintenance											
	Granite										
	Veerkamp										
	Drainage										
	ACI Plan (Armstrong)							174,901.00		43,725.25	
Fence and gates											
<b>Short Term Projects</b>											
Fence and Airport Gate Upgrades (Residential side)											
	\$40k-\$60k/gate lasting 15 years	no			80,000.00	100,000.00	120,000.00	120,000.00			
	Video Surveillance at Entrance	Yes				32,890.00		32,890.00	3,000.00	3,289.00	39,179.00
<b>Long Term Projects</b>											
Street Taxiway Maintenance											
	Entrance Gate	CPAD will likely lose \$12-13k in property tax income for street maintenance	Yes					99,000.00	5,000.00	9,900.00	113,900.00

FY: \_\_\_\_

**CAMERON PARK AIRPORT CAPITAL BUDGET-PROJECT REQUEST FORM**

<b>Project Name:</b>	
<b>Rank priority:</b> <input type="checkbox"/> Low <input type="checkbox"/> Medium <input type="checkbox"/> High	<b>Date of Submittal:</b>
<b>Budget Estimate:</b> (include source and breakdown of costs in an attachment)	
<b>Initiation Phase:</b>	
<b>Planning Phase:</b>	
<b>Execution Phase:</b>	
<b>Delivery/Closure Phase:</b>	
<b>Included in CIP Capital Plan YES/NO</b>	
<b>PROJECT TYPE (please select one classification from below)</b>	
<b>Consulting:</b> <input type="checkbox"/>	<b>Repair/Maintain:</b> <input type="checkbox"/>
<b>New Construction:</b> <input type="checkbox"/>	<b>Code or Infrastructure Deficiency:</b> <input type="checkbox"/>
<b>Staffing:</b> <input type="checkbox"/>	
<b>PROJECT JUSTIFICATION</b>	
<b>Project Description:</b> Describe the scope, location, equipment identification.	
<b>Project Justification and Consequences of not funding:</b> Describe how this project furthers CPAD goals and the negative impact of not funding.	
<b>Project Schedule:</b> Describe the required schedule. Discuss implications of schedule delays.	

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**Linkages:** If this project triggers another project or is linked to others, describe below.

Answer the following as they pertain to the project:

1. What other alternatives to this project have been considered and why were they discounted?
  
2. Is this project expected to decrease/increase operating costs?  
How and by how much?

**CONTINUOUS OPERATION AND MAINTENANCE**

**Permits:** Current and future

**Insurance:** Current and future

**Inspections and Fees:** Current and future

**Maintenance:** Describe, cost. Current and future

**Lifetime:**

**PRIORITY**

**Need:**

**Legal Requirements:**

**Safety:**

**Other:**

**PROJECT SUBMITTED By:**

<b>Name:</b>	<b>Date:</b>
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Notes: