

**COUNTY OF TUOLUMNE  
GRAND JURY**  
12855 Justice Center Drive  
Sonora CA, 95370

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## **Tuolumne County Grand Jury Airports Report, June 30, 2023**



Grass Landing Strip, Columbia Airport; Photo: Jury Member

**Motherlode Gems: Columbia and Pine Mountain Lake  
Airports**

## **INTRODUCTION**

Tuolumne County has two airports that are managed by the County Airports Department, which is in turn managed by the Public Works Department. Columbia Airport was established on January 4, 1940. Pine Mountain Lake Airport was established January 2, 1970.

The airports serve Tuolumne County in multiple ways, and have the potential to generate more revenue for the County. Columbia Airport offers one of two public grass runways in California, making it special for many pilots. Columbia Airport is home to the CAL FIRE Air Attack Base, which is the area's airborne firefighting unit, and PHI Air Medical's helicopter ambulance service. Pine Mountain Lake Airport offers a gateway to Yosemite. Though some may view flying and having a plane as recreation for the elite, we were reminded that many planes are similar in cost to RV's, boats and some SUV's.

The Grand Jury found that both airports have not been maintained to the expected standard. The report details our findings and recommendations that we hope will help the County maximize the benefits that both airports have to our community.

### **Confidentiality**

Grand Jury members are sworn to secrecy regarding any matter brought before them. This assures all individuals that their testimony will be strictly confidential. Each Grand Juror must keep all evidence confidential. It is a misdemeanor to violate the confidentiality of any individual or evidence brought before the Grand Jury.

### **Recusal**

The Grand Jury recognizes that a conflict of interest may arise during its investigations. In such instances the juror may ask to be recused from all aspects of an investigation. Those members do not investigate, attend interviews and deliberations, or assist in the making and acceptance of a final report that may result from an investigation. Therefore, whenever the perception of a conflict of interest existed on the part of a member of the 2022-2023 Tuolumne County Grand Jury, that member abstained from any investigation involving such a conflict and from voting on the acceptance or rejections of any related subject.

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code, section 929, requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

# **SUMMARY**

## **CHAPTER 1. Airport Operations**

The Airports Department has lacked responsiveness from mid-level management. We found a consistent theme of poor management, poor customer service, and sub-par maintenance of the grounds and facilities. We recommend that management establish better relations with the airport community, and deal with complaints or suggestions in a timely manner.

## **CHAPTER 2. Columbia Airport Hangars and Facilities**

There were two major issues brought up by Columbia Airport tenant interviewees regarding the airport buildings and hangar facilities: The repaving project of the taxilanes and the availability and overall condition of the hangars and other facilities. Based on interviews and physical inspections of the facilities, we found that the tenants' concerns were justified. We recommend that the County explore methods to increase the availability of hangars, improve the appearance of the airport in general, provide appropriate maintenance on the facilities, and repair the pavement issues.

## **CHAPTER 3. Pine Mountain Lake Airport**

Pine Mountain Lake Airport (PMLA) is an asset owned by Tuolumne County. The County is currently seeking information to aid in evaluating future funding of PMLA.

Consideration should be given as to the link between PMLA and Yosemite Valley. Yosemite Valley attracts tourists who utilize Airport flight services to the Valley and may also frequent other local sites and venues.

PMLA receives some State funding, but the airport is built into a housing subdivision which makes it unlikely that it will ever receive Federal funding.

## **CHAPTER 4. Airports Financial Review**

Our investigation of the airports and budget revealed that additional oversight may be needed. Our recommendations are for the County Administration to, at least temporarily, take a more active role in budget oversight and airport operations.

In reviewing the enterprise funds, at first glance it appeared that Pine Mountain Lake continually needed money from the county to stay afloat. After careful financial review of the airports' enterprise funds, it appears that PMLA has been revenue neutral, or close to revenue neutral, from 2017-2022, had resources not been assigned elsewhere. We have made recommendations on how to simplify this for clarity.

## **CHAPTER 5. Airports Advisory Committee**

The Board of Supervisors (BOS) established an Airports Advisory Committee several years ago to “study problems of general and specific interests and make recommendations to the Board and allow for increased public participation on issues affecting Tuolumne County Airports operation and use.”<sup>1</sup> The BOS has recently been looking into the viability of the County’s two airports but did not make use of this Committee when beginning that evaluation despite the Committee having been created for such a purpose. Then without consultation of that Committee, the BOS elected to do away with the Committee completely in December, 2022. We recommend this Committee be reinstated with some slight modifications in order to provide the BOS with valuable airport user and public perspective on airport operations and viability.

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<sup>1</sup> See "Board of Supervisors Airports Advisory Committee Procedural Rules" in Chapter 5 Bibliography

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## **GLOSSARY**

AAC - Airport Advisory Committee

AIP - Airport Improvement Program

ARPA - American Rescue Plan Act

BOS - Board of Supervisors

CAO - County Administration Office

CRRSAA - Corona Response and Relief Supplemental Appropriation Act

FAA - Federal Aviation Administration

FBO- Fixed Base Operator

GCSD - Groveland Community Services District

PCL - Pilot Controlled Lighting

PMLA - Pine Mountain Lake Airport

NPIAS - National Plan of Integrated Airport Systems

RTTF - Residencial Through the Fence

SASP - State Aviation System Plan

SOW - Scope of Work



Hangars are available for rent from the County by individual aircraft owners. Fuel and maintenance facilities are available. Some privately owned hangars exist, and tie-downs are available for transient aircraft and local aircraft owners who do not have access to the available hangars. Columbia Airport maintains a campground adjacent to the turf runway that is available for rent by pilots and organizations to hold fly-ins for their members and guests. You can pitch your tent in one of twenty campsites that include picnic tables and barbecues, or you can camp right under the wing of your airplane. There are seven airports in California that have a nearby campground, but Columbia Airport is one of only four that have the campground inside the airport and one of only three that have potable water, hot showers, fire rings, and other typical campground amenities. Another feature is a short path from the airport into the historic town of Columbia.

***Pine Mountain Lake Airport (PMLA)***, in the town of Groveland, has one 3,624-foot, lighted runway. PMLA is not financially supported by the FAA.

Fuel and transient parking are available. There are eleven hangars, both private and county owned. Some homeowners adjacent to the field have access to the airport for their aircraft.



## METHODOLOGY

- We conducted in-person interviews with four county employees.
- We conducted in-person interviews with five private citizen airport users.
- We toured both airports, guided by the Airports Manager, to gain a firsthand understanding of the layouts.
- We made other on-premises inspections to verify information gathered during interviews.
- Various documents either received from interviewees or discovered on the Internet were examined and used (*see Bibliography*).

## DISCUSSION

Columbia Airport has lacked responsiveness from mid-level management. During our investigation, we found a consistent theme of poor facilities management and poor customer service. For example, an appeal to fix the entrance gate for the Air Attack Base was ignored. Eventually, after about four months, the issue was brought to the attention of the Public Works Department directly. Only then was the issue resolved.

General airport maintenance is reported as being subpar at both airports. Oversight and monitoring of the taxi lane paving project done in 2021 was seen as having been lacking. A tenant who monitored the project told us he complained of potential problems. The resulting difficulties can be seen below.<sup>2</sup>

Deer have been an ongoing safety issue at Columbia Airport and dealing with the problem has been delayed until recently. The Columbia Airport is completely fenced in and secured, which deters deer from leaving once they are in. The CAL FIRE Air Attack Base would frequently send its own people out to ensure the runway was clear of deer during operations. As of finalizing this report, we understand that the Department of Agriculture was contracted to remove the deer from the Airport and that it has been completed.

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<sup>2</sup> See chapter two in this report, "COLUMBIA AIRPORT HANGARS AND FACILITIES".

## **FINDINGS, RECOMMENDATIONS, AND COMMENDATIONS**

### **Findings**

- F1.1** The airports have been poorly managed.
- F1.2** The airports' facilities need upgrading and added maintenance.
- F1.3** Deer having access to the runways creates a serious safety issue.

### **Recommendations**

- R1.1** Customer service and responsiveness need to be improved and monitored by County Management. (F1.1)
- R1.2** A concerted effort should be made to improve the look of the airports, with available resources, and make them more inviting to both local and transient users. (F1.2)
- R1.3** The removal of deer from Columbia Airport should be made a high priority to avoid a tragic accident. (F1.3)

### **Commendations**

As we complete this report, it is our understanding that a contract for deer removal was signed with another agency and that the job has been completed. This being the case, we commend the staff for resolving a long-standing safety issue.

## **REQUESTED RESPONSES**

### **Required Responses**

*Pursuant to Penal Code section 933(c), responses are required from the following governing body within 90 days:*

- Board of Supervisors: Findings F1.1-F1.3 and Recommendations R1.1-R1.3

### **Invited Responses**

*Although not required under Penal Code section 933(c), the following responses are invited within 60 days.*

- Tuolumne County Public Works Director: Findings F1.1-F1.3 and Recommendations R1.1-R1.3
- Tuolumne County Airports Department Manager: Findings F1.1-F1.3 and Recommendations R1.1-R1.3
- Tuolumne County Administrator: Finding F1.3 and Recommendation R1.3

## **BIBLIOGRAPHY**

- Website at <https://www.airnav.com/airport/O22>
- Website at <https://www.airnav.com/airport/E45>

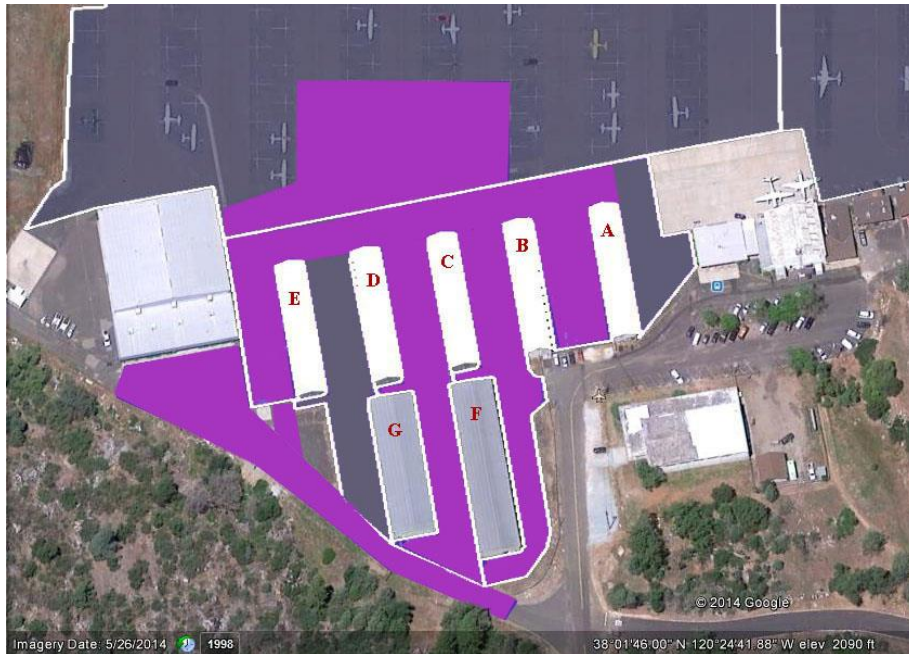
# CHAPTER 2: COLUMBIA AIRPORT HANGARS AND FACILITIES

## BACKGROUND

### Columbia Airport Paving Project

On May 1, 2018, Tuolumne County approved a call for bids for Project 1609, “Taxilane Reconstruction and Rehabilitation”. The bid was awarded to George Reed Inc. on July 3, 2018. Of the total project cost, the Federal Aviation Administration funded \$3,540,868, the State of California funded \$50,000, and Tuolumne County funded \$343,430 based on a mandated percentage of cost. George Reed was paid \$3,484,474 while planning and design consultants, Kimley Horn and Associates, were paid \$380,134.47. Additionally, Tuolumne County staff costs were \$69,689. The project was completed in November 2019.

Project 1609 rebuilt a portion of the taxilanes at Columbia Airport. These taxilanes surround Hangars A, B, C, D, F, and G, but exclude the south side taxilanes of Hangars D and G and the north side of Hangar A. The paving on the apron in front of the west side of Hangars B, C, and D was rehabilitated as part of this project.



**Paved apron and road; Photo: County Photo (modified)**

During interviews tenant interviewees unanimously expressed some level of dissatisfaction with the results of the paving project.

## **Building/Hangar Condition**

A common theme among all tenant interviewees was the poor overall condition of Columbia Airport's infrastructure. They complained that the airport was so rundown that it was affecting the number of pilots that were visiting the area and impacting the usage of the facilities due to sticking or sagging hangar doors, leaks, substandard wiring, and flooding issues.

## **METHODOLOGY**

- We conducted in-person interviews with six county employees.
- We conducted one email interview with one county employee.
- We conducted in-person interviews with five private citizen airport users.
- We toured both airports, guided by the Airports Manager, to gain a firsthand understanding of the layouts.
- We made other on-premises inspections to verify information gathered during interviews.
- Various documents either received from interviewees or discovered on the Internet were examined and used.

## **DISCUSSION**

### **Columbia Airport Paving Project**

Based on a letter from the Tuolumne County Director of Public Works, and the former Airports Department Manager, to the Tuolumne County Board of Supervisors, the new pavement (Pavement Condition Index 100) is a huge improvement from the original pavement (Pavement Condition Index 8).

*For reference, Tuolumne County scores a newly constructed road as 100 on the PCI scale and a totally failed road would be a 0. There are four major categories – 0-25 is considered Very Poor, 25-49 is considered Poor, 50-69 is considered Fair, and 70-100 is Good. The average of all roads in Tuolumne County is 28.*

The problem lies with the transition area from the hangar floor to the new pavement. Interviewees indicated that in some cases there is a lip that must be "jumped" to move the airplane in or out of the hangar. As most airplanes at Columbia are manually moved in and out of hangars, this can be a serious problem.



**Hangar Floor Transition Area Problem; Photo: Jury Member**

Furthermore, this lip can cause water to pool in and around the front of the hangars.



**Pooling water problem in one of the Columbia Airport Hangars; Photo: Jury Member**

In one case, the tenant indicated that his plane would not fit in the hangar because the pavement had been raised so high his tail hit the door frame. This tenant further stated that the raised pavement prevented his office door from opening. After the County ground the pavement down so his door would open, water pooled in front of his office door and would seep into his office. Worse yet, in the winter the water would sometimes freeze, causing a “slip and fall” hazard.

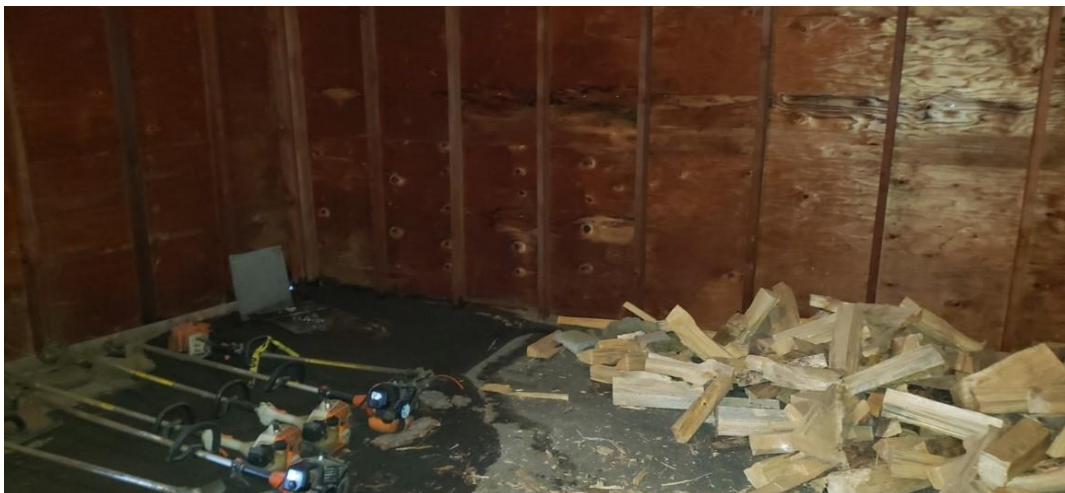


Airport management attempted to mitigate these problems by re-paving a few areas at an unknown cost and installing gutters on his hangars to divert some of the rainwater away from his hangars at a cost of \$9,120. According to the tenant interviewee, the gutter effort was largely ineffective; he would rate it a 3 on a scale of 1-10 with 10 being Total Mitigation. It was successful in stopping some of the rainwater pouring off the roof from splashing into the hangars, but water still entered the hangars because the hanger floor was lower than the asphalt. The re-paving effort was much more successful. In the 2 hangars where the asphalt was lowered to the same level as the hanger floor and replaced with concrete aprons water no longer pooled inside those hangars.



**Pavement and Gutters Installed; Photo: Jury Member**

It should be noted that these transition problems seem to be with the older hangars. In many of these hangars, the floor is cracked, sunken and/or raised. In fact, in two of these older hangars, the floor and/or structure is in such poor condition that it is unusable as a hangar and is being used for storage by the airport staff.



**Hangar Used to Store Equipment and Firewood; Photo: Jury Member**

One of the tenant interviewees reported that the reason for the poor transition is that the County was supposed to be responsible for leveling the floor from one foot inside the hangar to the eaves. They were told that the County did not have funding for this work so George Reed did the best they could at matching the existing level of the hangar floors. We were unable to confirm this with the County.

### **Building/Hangar Condition**

When asked what issues at the Airport warranted repair or attention, interviewees cited the following:

- Leaks in roofs,
- Faulty doors and latches,
- Rusty or damaged sheet metal,
- Flooding issues,
- Cracked and heaved pavement in hangars,
- Flaking/missing/mismatched paint,
- Poor and/or no signage, and
- The lack of or damaged gutters

Words such as "eyesore," "looks dilapidated," "poor signage," "missing paint," "leaky roofs," "broken hangar doors," and "rusty" were commonly used during interviews to describe the appearance of Columbia Airport's facilities.



**Rusted Roof, Sliding Door Hangars and Access Door; Photo: Jury Member**





**Street Entrance into Terminal Parking Lot; Photo: Jury Member**



**Visiting Pilots Viewpoint; Photo: Jury Member**

On a potentially serious safety note, one tenant noted the electrical wiring may be substandard as he reported issues with circuit breakers blowing. This statement is unverified, as the tenant repaired the electrical problem on his own. However, we observed on other occasions while visiting hangars that the wiring/outlets appear to be inadequate, with generally one outlet per hangar.

The terminal/pilot's lounge is kept neat, clean, and well stocked, but it is dated. It is not open to the public 24 hours and there is also no access for pilots after hours; however, there is a bathroom located at the end of Hangar A that is always open to pilots. This presents a problem for the pilot who exit the lounge to walk into Columbia. If they don't get the main gate passcode while the lounge is open, then they may return after hours and find the terminal and pilots' lounge locked. Without the gate passcode, they are unable to get back to their airplane. There is no signage to alert them of this fact.

A couple of interviewees commented that Columbia used to be a "destination airport", with lots of transient traffic. AirNav.com usage statistics go back as far as 1999. In 1999 there were 176 aircraft based at Columbia Airport, and a daily average of 225 operations (takeoff or landings). 110 of those operations were by transient aircraft. In 2023, there are 103 aircraft based at Columbia and the daily average number of operations is 125, with 60 of those being transient aircraft. It was pointed out that there is real potential to serve the entire west coast. Final certification for a pilot's license requires a 150 nautical mile trip so Columbia already has some Bay Area traffic. There is an easy walking trail into Columbia State Park, with many choices for meals. Also, there is a grass landing strip - which is very rare and valued by pilots. Columbia is also one of the very, very few airports with an on-site, fly-in, campground.

A major concern of tenant interviewees and airport management was the lack of available hangar space. The current Columbia Airport New Hangar Wait List on the Tuolumne County website has thirty-three names while the Old Hangar Wait List has fourteen names. The list was last updated prior to this writing on April 13, 2023. Each of these potential tenants has deposited \$300 with the airport that remains with the airport pending hangar assignment, which demonstrates to us each individual's commitment to renting a hangar. Tenant interviewees and airport management had a few suggestions for adding additional hangars, such as increasing the length of time that a builder can rent or use the hangar before hangar ownership reverts to the County. Currently, privately built hangars revert to the County after either 20 or 30 years, which one interviewee opined was not long enough for the builder to capture his return on investment. Another suggestion was for the County to obtain financing for a low-interest loan to build more hangars; feeling that the rent from the hangars would be more than enough to service the loans and provide maintenance. A third suggestion was to complete the hangars on the pads that were poured years ago on the west side of the runway, using a water tank to alleviate the fire department's concerns about lack of water in the event of a fire. The last option suggested was to build hangars on unused or little used areas of the parking aprons that already have sufficient water supplies.

## **FINDINGS AND RECOMMENDATIONS**

### **Findings**

- F2.1** At a cost of almost \$4 million, Project 1906 excavated, rebuilt, and repaved the Airport's ramp, apron, and taxiway areas. Little or no transition work was done, resulting in major operational and safety issues with many hangars.
- F2.2** Tenant interviewees unanimously agreed that there are cosmetic, structural, and maintenance issues that need to be addressed.
- F2.3** Availability of hangar space at Columbia Airport does not adequately meet present demand, which decreases the Airport's ability to potentially increase revenue and serve the population.

### **Recommendations**

- R2.1** The transition strip between the new and old pavement should be corrected. (F2.1)
- R2.2** Cosmetic and structural problems should be corrected. (F2.2)
- R2.3** Tuolumne County should explore options to increase the availability of hangars. (F2.3)

## **REQUESTED RESPONSES**

### **Required Responses**

*Pursuant to Penal Code section 933(c), responses are required from the following governing body within 90 days:*

- Board of Supervisors: Findings F2.1-F2.3 and Recommendations R1-R3

### **Invited Responses**

*Although not required under Penal Code section 933(c), the following responses are invited within 60 or days.*

- Tuolumne County Administrative Officer: Findings F2.1-F2.3 and Recommendations R2.1-R2.3
- Public Works Director: Findings F2.1-F2.3 and Recommendations R2.1-R2.3



## CHAPTER 3: PINE MOUNTAIN LAKE AIRPORT



**Aerial View of Pine Mountain Lake Airport Photo: Tuolumne County Website**

### BACKGROUND

Pine Mountain Lake Airport is in the south-central portion of Tuolumne County, three miles northeast of Groveland. Pine Mountain Lake Airport was originally founded as a private airport in 1969 and 1970 in conjunction with the development of the entire Pine Mountain Lake housing subdivision. The Grant Deed for the airport was accepted by Tuolumne County on February 27, 1973. (See Appendix, Items 1-3)

PMLA is currently a public airport that is mainly used for general aviation. The Pine Mountain Lake Airport is a public facility serving the needs of residents, businesses, aviation organizations, transient pilots, airport users, and tenants. Adjacent to the airport is a private lot that is utilized by Yosemite Flight Tours.

The County is responsible for the operation, maintenance, and management of the Airport. The operation and management of the airports is the responsibility of the Tuolumne County Airports Department. Hands-on operations are carried out by the Airports administration and staff.

PMLA services the less populated and remote southern portion of the county, while Columbia Airport services most of the population in and around the northern areas. PMLA produces limited income due to the nature of the Airport's location and size: it is land-locked with little included or surrounding land availability for income producing structures.

PMLA is served by a single asphalt runway. The runway is 3,624 feet (about 1.1 km) long, 50-feet wide, and is reported to be in good condition by the FAA and AirNav.com. The full-length parallel taxiway serves airport traffic on the south side of the runway. Pine Mountain Lake residents whose lots are located along the north side taxiway maintain that taxiway although it is on airport property. One hundred and three property owners surrounding the Airport have deeded access to the airfield. The deeded access was acquired at the time the housing development was built in the 1960s. Airport operations (takeoffs and landings) number approximately forty-one per day with nearly equal numbers of local to transient aircraft.

The Airport provides approximately forty-seven outdoor tie-downs: thirty-five rentals and twelve transients. There are eleven hangars. In 2009, Tuolumne County Supervisors approved a 40-year lease agreement with Gold Country Hangers to build a facility that consisted of ten hangars on a single row with a larger hanger at the end. The County will assume ownership of the hangars at the end of the lease.

A small pilots' lounge located at the entrance to the Airport has restrooms and some seating. There is a fuel island that has one self-serve storage tank that is privately owned. Fuel is available for purchase 24-hours and is provided by Mother Lode Aviation, a volunteer agency. PG&E supplies electricity and propane is delivered by truck. Water and sewer service is provided by the Groveland Community Services District (GCSD).

## **METHODOLOGY**

- We reviewed the 2006 Pine Mountain Lake Masterplan (prepared by Coffman Associates, Inc. and Stantec).
- We interviewed County Staff.
- We interviewed Airport staff, Airport tenants, and Airport users.
- We researched a variety of web articles and publications relevant to our report.
- Jury members took an excursion to PMLA and toured the facility with the Airport's Manager.

## DISCUSSION

The Pine Mountain Lake Airport (PMLA) has been in the spotlight of the Tuolumne County Board of Supervisors (BOS) since 2022. From interviews and discussions with those we interviewed, opinions differ as to the worth of the airport to the citizens of our County. Initially, the BOS voted not to fund PMLA for fiscal year 2022 - 2023, then shortly thereafter concluded that more information was needed prior to cutting funding. The BOS funded a study to determine the value of PMLA to Tuolumne County. A group of airport consultants already under contract to Tuolumne County, Coffman Associates, Inc, were contracted to complete the study. The County-sanctioned study is expected to answer questions that will help determine the future status of County funding for PMLA.

Tourism is a prime source of income for Tuolumne County. Yosemite Valley is a large part of that tourist trade. PMLA has strong ties to Yosemite Valley as well as the surrounding communities. The airport serves as a tourist destination for flights over Yosemite. According to statistics outlined by Tuolumne County's Annual Report, 2021/2022, vehicle traffic entering Yosemite from Tuolumne Hwy 120 west is 359,465, and from Mono Way East is 42,336.

PMLA is not registered in the FAA's National Plan of Integrated Airport Systems (NPIAS). Without this classification, the Airport is ineligible for the Federal Airport Improvement Program (AIP) funding. However, the Airport did receive funds under the American Rescue Plan Act (ARPA) and the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA). PMLA is not eligible for FAA registration primarily because it has "Residential Through the Fence Operations (RTTF)." RTTF is defined by the FAA as: access granted to a federally obligated, public airfield from private, residential property or property zoned for residential use.

In other words: no individuals, public or private, or companies at the Airport, shall be granted access to the airport by their aircraft, customers' aircraft, or private vehicles from locales adjacent to the airport. Since the Airport is surrounded by private properties that are directly connected to the airport via the taxiway loop, and there are no fences to prevent direct access to the airfield from these properties, PMLA is not certified, or registered, in the NPIAS and does not qualify for Federal funding.

While PMLA does not receive federal funding, it is included as a general aviation airport in the California State Aviation System Plan (SASP). The SASP establishes the specific funding needs for PMLA. The State grants PMLA \$10,000 annually. As we understand it, were the Columbia and PMLA airports to combine into one Enterprise Fund, PMLA would lose this funding.<sup>3</sup>

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<sup>3</sup> See Chapter 4 for more detail.

Having toured the PMLA airport, and having done interviews with airport users, we learned that the taxiway has cracks and weeds that are an ongoing problem. Airport technicians do spray the weeds occasionally. The Pilot Controlled Lighting System (PCL) is original to the airport, which makes it over fifty years old. Those interviewed about this suggest the system needs an overhaul.

## **FINDINGS AND RECOMMENDATIONS**

### **Findings**

**F3.1** The airport is presently in good condition; although, the taxiway needs crack repair.

**F3.2** The Pilot Controlled Lighting System is original to the Airport, over fifty years old, and has not been upgraded.

### **Recommendations**

**R3.1** The taxiway should be repaired. (F3.1)

**R3.2** The Pilot Controlled Lighting system should be assessed for improvement. (F3.2)

## **REQUESTED RESPONSES**

### **Required Responses**

*Pursuant to Penal Code Section 933(c), responses are required from the following governing body within 90 days:*

- Board of Supervisors: Findings F3.1-F3.2 and Recommendations R3.1-R3.2

### **Invited Responses**

*Although not required under Penal Code Section 933(c), the following responses are invited within 60 days.*

- Tuolumne County Administrative Officer: Findings F3.1-F3.2 and Recommendations R3.1-R3.2



APPENDIX

Tuolumne County



FILED FEB 27 1973  
 CARLO M. DEFERRARI, CLERK  
 By *Carlo M. DeFerrari*  
 DEPUTY CLERK

No. 272-72

RESOLUTION

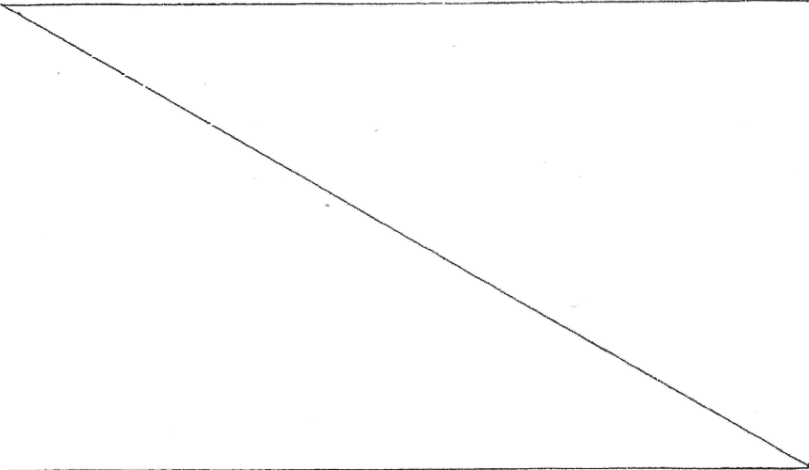
OF THE BOARD OF SUPERVISORS OF THE COUNTY OF TUOLUMNE

WHEREAS, INTER-COUNTY TITLE CO., TUOLUMNE-MARIPOSA DIVISION, a California Corporation, has Granted to the County of Tuolumne, a political subdivision of the State of California, that certain real property commonly known as the "Groveland Airport" or as the "Pine Mountain Lake Airport", located near Groveland, California, said real property being more particularly described in the Grant Deed of said INTER-COUNTY TITLE CO., TUOLUMNE-MARIPOSA DIVISION, a California Corporation.

AND WHEREAS, it is in the public interest that this Board of Supervisors accept said Grant Deed on behalf of the County of Tuolumne.

NOW, THEREFORE, BE IT RESOLVED that said Grant Deed be, and the same is hereby, accepted by this Board of Supervisors on behalf of the County of Tuolumne.

BE IT FURTHER RESOLVED that the Clerk of this Board be, and he is hereby, authorized and directed to record said Grant Deed in the Office of the Recorder for the County of Tuolumne, together with a certified copy of this resolution attached thereto.



THE FOREGOING RESOLUTION PASSED AND ADOPTED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF TUOLUMNE, CALIFORNIA, ON THIS 27th DAY OF February, 1973.

Ayes: Supervisor	<i>Delbert J. Rittell</i>	Noes: Supervisor	
1st District		1st District	
Supervisor	<i>John J. Stinson</i>	Supervisor	
2nd Dist.		2nd Dist.	
Supervisor	<i>Wally H. Gunn</i>	Supervisor	
3rd Dist.		3rd Dist.	
Supervisor	<i>Ralph K. Thiel</i>	Supervisor	
4th Dist.		4th Dist.	
Supervisor	<i>John J. Stinson</i>	Supervisor	
5th Dist.		5th Dist.	
Supervisor	<i>John J. Stinson</i>	Supervisor	

CHAIRMAN OF THE BOARD OF SUPERVISORS  
 COUNTY OF TUOLUMNE, STATE OF CALIFORNIA

ATTEST: CARLO M. DEFERRARI, CLERK  
 By *Carlo M. DeFerrari*  
 DEPUTY CLERK

THE FOREGOING DOCUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE. INDEXED

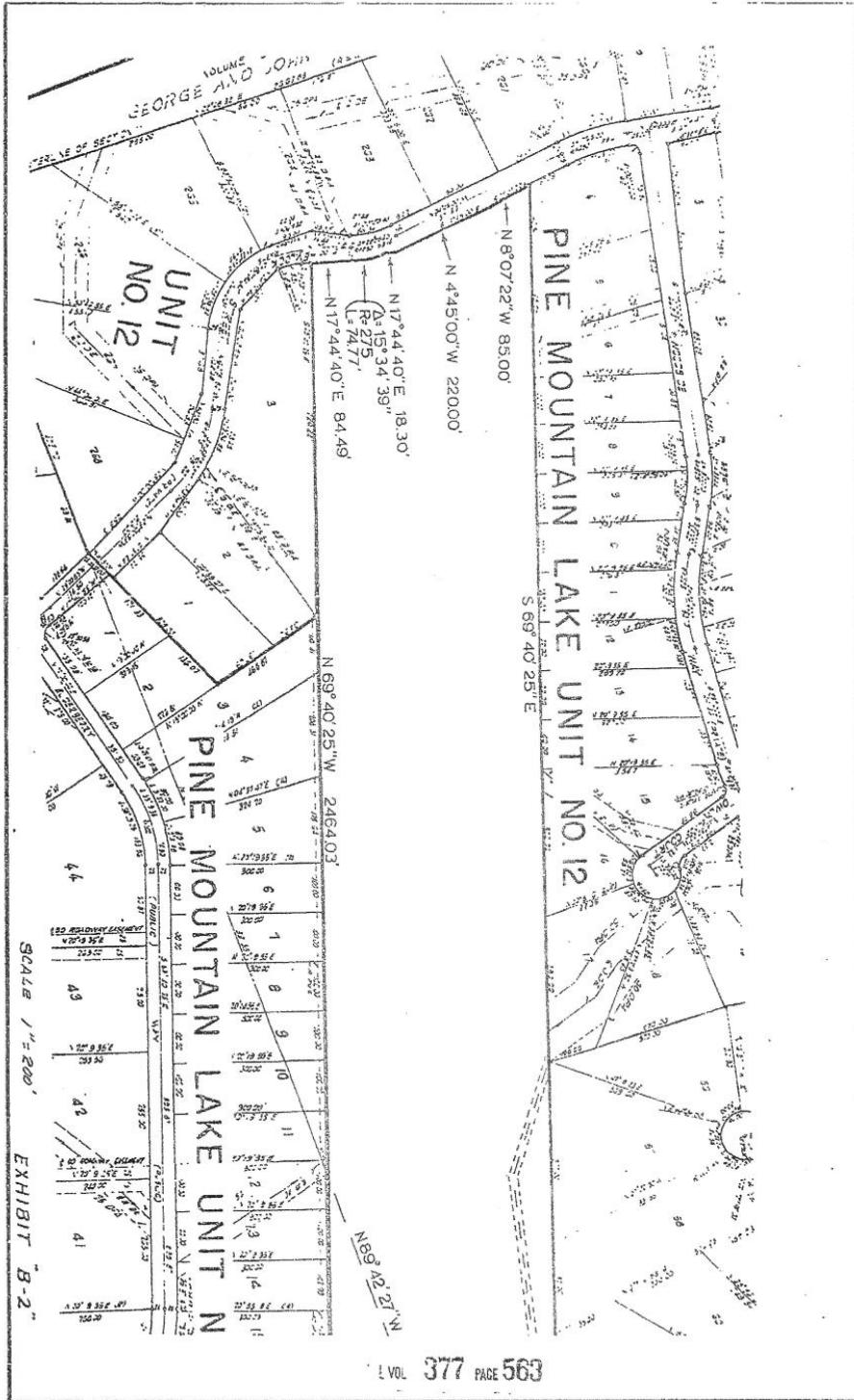


ATTEST: FEB 28 1973  
 Carlo M. DeFerrari, County Clerk and ex-officio clerk of the Board of Supervisors of the County of Tuolumne.  
 Deputy Clerk

RESOLUTION NO. 272-72

VOL 377 PAGE 564

Item 1. Board of Supervisors Resolution to Accept the Grant Deed for PMLA



Item 2. Pine Mountain Lake Airport and surrounding properties.

Ensements for aircraft taxiways fifty (50.00) feet in width at such locations as the Grantor and Grantee herein may, in the future, determine, together with the right to construct said taxiways. Said easements to be appurtenant to Lots 3 through 17 and Lot 18, Pine Mountain Lake Unit No. 11 and Lots 3 through 17 and Lots 56 through 66, Pine Mountain Lake Unit No. 12, as said lots are shown on the recorded maps of said subdivision.

EXCEPTING FROM the above described Parcel No. 1 all that certain real property situate in Section 13, Township 1 South, Range 16 East, Mount Diablo Meridian, Tuolumne County, California, described as follows:

Beginning at a point from which the Northeast corner of Lot 18, as said lot is shown and so designated on the Plat of Pine Mountain Lake Unit No. 11, said Plat being filed in the Tuolumne County Recorder's Office in Volume 6 of Subdivisions at Page 22, bears North 85° 51' 34" East 95.30 feet; thence, South 61° 08' 28" East 72.21 feet; thence, South 05° 06' 10" West 80.34 feet; thence, South 00° 34' 57" East 10.00 feet; thence, South 89° 25' 03" West 169.60 feet; thence, North 00° 34' 57" West 29.76 feet; thence, North 27° 12' 04" East 63.12 feet to the point of beginning, containing 0.393 acres, more or less.

PARCEL NO. 2

Easements for ingress, egress, airport parking and accessories and Public Utility purposes as reserved in that certain deed from Inter-County Title Co., Tuolumne-Mariposa Division to Degnan, Donohoe, Inc., recorded October 17, 1972, in Book 368, page 479, Official Records of Tuolumne County.

This grant is made subject to the express condition that the property shall be maintained and used exclusively as an airport and associated uses. On breach of this condition the Grantor and its successors or assigns shall have the right to re-enter and take possession of the land and to hold, own and possess the same in the same manner and to the same extent as if this grant had never been made.

The above described property is shown on Exhibit "B" attached hereto.

Item 3. Deed details stipulating that the Pine Mountain Lake is deeded to Tuolumne County from Boise Cascade, as long as the property is "maintained and used exclusively as an airport."

## **CHAPTER 4: AIRPORTS FINANCIAL REVIEW**

### **BACKGROUND**

Airport personnel reported to the County Administrator's Office until 2020 when administration of the Airports Department switched to the Director of Public Works. Airport staff report to the Airports Manager. Airport Department staff currently consists of three full-time employees and one part-time employee.

### **METHODOLOGY**

- We reviewed work requests. The way the county tracks work requests and work completed for the airport staff is using a system called MaintainX.
- We interviewed County Staff
- We interviewed Airport customers and users.
- We reviewed all revenue and expenses for the airports and randomly audited expenses over \$1000 between the years 2017-2022.
- We toured Columbia Airport and Pine Mountain Lake Facilities.

## DISCUSSION

The Airport Department's annual budget is prepared by the Airports Manager and is reviewed and signed off by the Public Works Director and the County Administrators Office with ultimate approval lying with the Board of Supervisors.

Financial checks and balances are within the business units. The Airport Department financials are included in three county accounts. They are:

- 4430 Columbia Airport
- 4440 Pine Mountain Lake Airport
- 3310 Airport Construction Plant Acquisition

### FAA Funding

Columbia Airport applies for grants from the FAA, whereas PMLA is not certified by the FAA, and it is therefore not eligible for Federal grant funding. PMLA receives \$10,000 from SASP every year as a separate entity.

Funds for PMLA and Columbia Airport are kept in separate enterprise funds (see above), so they are financially measured separately but are managed and supported by the same County staff members. Since at least 2017, PMLA's budget cost center has been charged twenty percent of the value of Columbia Airport's labor costs, which represents eight hours per week (one day) of the Airport Department staff time.

### Exhibit 1. Grant funding: Summary of all grants received by Columbia airport. No new grants have been received since 2017.

Grants	Total Project	Federal Portion-FAA	State Portion-DOT	Non AIP Expenditure (county)	Local Match
Master Plan Update	\$ 437,778	\$ 345,335	\$ 17,267	\$ 54,072	\$ 21,104
Taxiway Phase 1	\$ 201,283	\$ 181,155	\$ 9,058	\$ -	\$ 11,070
Taxiway C Rehab	\$ 1,972,223	\$ 1,775,001	\$ 88,750	\$ -	\$ 108,472
Taxilane Rehab	\$ 566,713	\$ 510,042	\$ 25,502	\$ -	\$ 31,169
Taxilane Reconstruction	\$ 3,934,298	\$ 3,540,868	\$ 50,000	\$ -	\$ 343,430
<b>Total</b>	<b>\$ 7,112,295</b>	<b>\$ 6,352,401</b>	<b>\$ 190,577</b>	<b>\$ 54,072</b>	<b>\$ 515,245</b>

As a requirement for FAA funding, any non-airport use of land on airport grounds needs to pay rent. For example, the Agricultural and Sheriff Department pay for space used on Columbia airport grounds. Public Works is not paying for the storage of Tuolumne County Road Operations Department facility on the airport grounds. This could jeopardize Federal funding if there is no documented approval.<sup>4</sup> It is our understanding that the FAA has been asked about this issue but at this time we are not aware of any response or resolution.



**Tuolumne County Road Operations on Columbia Airport Grounds; Photo: Jury Member**

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<sup>4</sup> [https://www.faa.gov/sites/faa.gov/files/airports/new\\_england/airport\\_compliance/assurances-airport-sponsors-2022-05.pdf](https://www.faa.gov/sites/faa.gov/files/airports/new_england/airport_compliance/assurances-airport-sponsors-2022-05.pdf)



## Property Taxes

Aircraft owners are assessed Personal Property Tax. This tax goes into the County's General Fund and is not added as revenue to the airport budget. This distorts the discussion about whether Pine Mountain Lake needs transfers from the General Fund and whether Pine Mountain Lake is revenue neutral.

Exhibit 2 below shows the property tax collected from planes that use either airport and how the property tax revenue is divided between schools (mandated) and the County General Fund. It is the Grand Jury's understanding that the property tax revenue not mandated to be assigned to schools may be assigned to the airports instead of the General Fund.

### Exhibit 2. Property taxes collected from planes by year and assigned to the General Fund (Status Quo)<sup>5</sup>

	2017	2018	2019	2020	2021	2022	Total
<b>Columbia Airport</b>							
County	46,304.11	43,217.27	41,074.08	35,188.42	37,321.33	33,670.78	236,775.99
Columbia Elem	23,137.36	21,594.84	20,523.11	17,580.27	18,647.20	16,821.81	118,304.59
Sonora Elem	14.72	13.81	13.94	13.94	13.46	13.58	83.45
Sonora High	23,152.08	21,608.65	20,537.05	17,594.21	18,660.66	16,835.39	118,388.04
<b>Total</b>	<b>92,608.27</b>	<b>86,434.57</b>	<b>82,148.18</b>	<b>70,376.84</b>	<b>74,642.65</b>	<b>67,341.56</b>	<b>473,552.07</b>
<b>Groveland Airport</b>							
County	12,808.87	13,278.28	19,381.94	18,332.59	16,370.16	16,844.75	97,016.59
BOF/Groveland Unified	12,808.89	13,278.29	19,381.95	18,332.59	16,370.16	16,844.75	97,016.63
<b>Total</b>	<b>25,617.76</b>	<b>26,556.57</b>	<b>38,763.89</b>	<b>36,665.18</b>	<b>32,740.32</b>	<b>33,689.50</b>	<b>194,033.22</b>
<b>Grand Total</b>	<b>118,226.03</b>	<b>112,991.14</b>	<b>120,912.07</b>	<b>107,042.02</b>	<b>107,382.97</b>	<b>101,031.06</b>	<b>667,585.29</b>

The county's portion is recorded in the general fund unsecured taxes.

If the property tax collected from the planes that use the Airports is assigned to the Airport budgets, the Airports can be revenue neutral which is reflected in the Budget Scenarios that follow.

<sup>5</sup> Provided by the Tuolumne County Clerk and Auditor-Controller

## Budget Scenarios

With the help of the County Clerk and Auditor-Controller, we ran the following scenarios to distill how much it costs to run each airport and the revenue they take in. We removed these items: General Fund Transfers, Depreciation and Contributed Capital (Grant funding) to distill the expenses and revenues.

### Status Quo: Historical Financial Actuals for Columbia and Pine Mountain Lake

Pure- per Budget Vs Actuals no modifications or adjustments						
Operating Income (loss)	2017	2018	2019	2020	2021	2022
Columbia	\$ 2,100,097.00	\$(115,202.03)	\$ 325,248.57	\$ 4,176,958.30	\$(342,117.16)	\$(439,247.33)
PML	\$ (17,434.33)	\$ (7,757.73)	\$ (9,675.65)	\$ (14,807.07)	\$ (19,557.33)	\$ (13,363.66)

### Budget Scenario 1. Historical Financial Actuals for Columbia Airport and PMLA Including Property Tax from Planes and the charge of 20% of Columbia Airport's Labor.

Scenario 1 helps frame the discussion around whether Columbia Airport or Pine Mountain Lake are revenue neutral, and what the County supported expenses are for PMLA.

Current- no depreciation, contributed capital, genral fund contribution plus property tax (20% staffing contribution)						
Operating Income (loss)	2017	2018	2019	2020	2021	2022
Columbia- pure	\$ 2,100,097.00	\$(115,202.03)	\$ 325,248.57	\$ 4,176,958.30	\$(342,117.16)	\$(439,247.33)
Property tax	\$ 46,304.11	\$ 43,217.27	\$ 41,074.08	\$ 35,188.42	\$ 37,321.33	\$ 33,670.78
Depreciation	\$ 137,371.76	\$ 222,231.25	\$ 227,995.68	\$ 299,184.13	\$ 410,191.76	\$ 455,609.83
Contributed Capital	\$ (2,173,506.66)	\$ -	\$ (545,166.61)	\$ (4,359,623.19)	\$ (22,994.00)	\$ -
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (50,000.00)
Transfer out Airport Construction	\$ 9,044.00	\$ -	\$ 100,441.00	\$ -	\$ -	\$ -
<b>Adjusted Operating Income (loss)</b>	<b>\$ 119,310.21</b>	<b>\$ 150,246.49</b>	<b>\$ 149,592.72</b>	<b>\$ 151,707.66</b>	<b>\$ 82,401.93</b>	<b>\$ 33.28</b>
PML- Pure	\$ (17,434.33)	\$ (7,757.73)	\$ (9,675.65)	\$ (14,807.07)	\$ (19,557.33)	\$ (13,363.66)
Property tax	\$ 12,808.87	\$ 13,278.28	\$ 19,381.94	\$ 18,332.59	\$ 16,370.16	\$ 16,844.75
Depreciation	\$ 15,663.12	\$ 15,663.12	\$ 15,663.12	\$ 15,663.12	\$ 15,663.12	\$ 15,663.12
General Fund	\$ (38,822.00)	\$ (47,949.00)	\$ (14,429.00)	\$ (40,939.41)	\$ (30,896.00)	\$ (45,868.00)
<b>Adjusted Operating Income (loss)</b>	<b>\$ (27,784.34)</b>	<b>\$ (26,765.33)</b>	<b>\$ 10,940.41</b>	<b>\$ (21,750.77)</b>	<b>\$ (18,420.05)</b>	<b>\$ (26,723.79)</b>



## Budget Scenario 2. Combined Enterprise Funds: Columbia + PMLA

In this scenario, we have combined PMLA and Columbia Airport Enterprise Funds which means PMLA loses \$10,000 in CA State Funding. We have included the charge of 20% of Columbia Airport's Labor as has been done in the past.

Another scenario, at the bottom, shows if PMLA had been charged 10% of Columbia's Payroll, which we feel may be more reflective of the last 6 years.

<b>Combined- Loss of State Revenue PML</b>						
	2017	2018	2019	2020	2021	2022
<b>PURE</b>						
Columbia	\$ 2,100,097.00	\$(115,202.03)	\$ 325,248.57	\$ 4,176,958.30	\$(342,117.16)	\$(439,247.33)
PML	\$ (17,434.33)	\$ (7,757.73)	\$ (9,675.65)	\$ (14,807.07)	\$ (19,557.33)	\$ (13,363.66)
State Revenue	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)
<b>Adjusted Operating Income (loss)</b>	<b>\$ 2,072,662.67</b>	<b>\$(132,959.76)</b>	<b>\$ 305,572.92</b>	<b>\$ 4,152,151.23</b>	<b>\$(371,674.49)</b>	<b>\$(462,610.99)</b>
<b>Current- no depreciation, contributed capital, genral fund contribution plus property tax (20% staffing contribution)</b>						
Columbia	\$ 119,310.21	\$ 150,246.49	\$ 149,592.72	\$ 151,707.66	\$ 82,401.93	\$ 33.28
PML	\$ (27,784.34)	\$ (26,765.33)	\$ 10,940.41	\$ (21,750.77)	\$ (18,420.05)	\$ (26,723.79)
State Revenue	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)
<b>Adjusted Operating Income (loss)</b>	<b>\$ 81,525.87</b>	<b>\$ 113,481.16</b>	<b>\$ 150,533.13</b>	<b>\$ 119,956.89</b>	<b>\$ 53,981.88</b>	<b>\$(36,690.51)</b>
<b>Current- no depreciation, contributed capital, genral fund contribution plus property tax (10% staffing contribution)</b>						
Columbia	\$ 85,340.49	\$ 114,792.97	\$ 125,296.22	\$ 114,651.96	\$ 44,192.79	\$ (42,238.70)
PML	\$ 6,185.38	\$ 8,688.19	\$ 35,236.91	\$ 15,304.93	\$ 19,789.09	\$ 15,548.19
State Revenue	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)
<b>Adjusted Operating Income (loss)</b>	<b>\$ 81,525.87</b>	<b>\$ 113,481.16</b>	<b>\$ 150,533.13</b>	<b>\$ 119,956.89</b>	<b>\$ 53,981.88</b>	<b>\$(36,690.51)</b>

## **FINDINGS, RECOMMENDATIONS, AND COMMENDATIONS**

### **Findings**

- F4.1** County oversight of airport budget and administration has been sub-optimal.
- F4.2** The log of airport employee work assignments is only used to capture some work orders.
- F4.3** Because not all work orders are logged, it is not possible to verify whether assigning 20% of Columbia Airport's labor to PMLA is an accurate representation of PMLA's true operating cost.
- F4.4** Public Works does not currently have a lease or pay rent for their Fleet Services property located on Columbia Airport property, whereas other departments do.
- F4.5** Property taxes collected on planes are not assigned to either airport; the funds go to the County General Fund.
- F4.6** PMLA would have been revenue neutral, or close to revenue neutral, from 2017 to 2022 had property tax revenue from planes been assigned to the Airports, or if the Airports had been combined into a singular enterprise fund.

## Recommendations

- R4.1** To increase airport revenue generation, it may help if the County Administration takes a more active role in budget oversight and in airport operations management. (F4.1, F4.2, F4.3)
- R4.2** The County should consider combining the Columbia Airports and Pine Mountain Lake enterprise funds for administrative ease and to represent how the airports are managed by one staff. (F4.1, F4.2, F4.3, F4.5, F4.6) <sup>6</sup>
- R4.3** If the enterprise funds stay separate (R4.2), the County should reassess whether charging 20% of Columbia's labor expense is accurate. (F4.1, F4.2, F4.3)
- R4.4** In the absence of information from the FAA to the contrary, the Public Works department should pay rent for the facility on airport grounds to ensure the security of Federal funding past and future. (F4.4, F4.5, F4.6)
- R4.5** The County should consider attributing 50% of property taxes collected on aircraft to the airport at which they reside; or include this source of revenue when considering if the airports are revenue generating or neutral. The remainder should go to schools as required by code, as it is currently. (F4.3, F4.4, F4.5, F4.6)

## Commendations

- C4.1** The Administrative Technician has been a very positive influence on airport operations, resolving some long-standing issues quickly under her tenure.
- C4.2** The Airport Technicians are dedicated and skilled employees who care about the County airports and improving them.
- C4.3** The Public Works Director has a positive vision for the airports and what can be improved.
- C4.4** The County Clerk/Auditor-Controller's input and detailed knowledge of the airport history and expenses was incredibly valuable in completing our work and recommendations.

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<sup>6</sup> Please see the Appendix for financial scenarios that includes the fact that PMLA would lose \$10,000 in State funding if this recommendation were followed.

## **REQUESTED RESPONSES**

### **Required Responses**

*Pursuant to Penal Code section 933(c), responses are required from the following governing body within 90 days from the report release.*

- Board of Supervisors: Findings F4.6-F4.7 and Recommendations R4.2-R4.5;
- County Clerk/Auditor-Controller: Findings F4.6-F4.7 and Recommendations R4.2-R4.5;
- Assessor Recorder: Findings F4.6-F4.7 and Recommendations R4.3-R4.5
- Treasurer-Tax Collector: Findings F4.6-F4.7 and Recommendations R4.2-R4.5

### **Invited Responses**

*Although not required under Penal Code section 933(c), the following responses are invited within 90 days from the report release.*

- Tuolumne County Administrative Officer: Findings F4.1-F4.7 and Recommendations R4.1-R4.5
- Tuolumne County Public Works Director: Findings F4.1-F4.7 and Recommendations R4.1-R4.5

## **BIBLIOGRAPHY**

FAA

[https://www.faa.gov/sites/faa.gov/files/airports/new\\_england/airport\\_compliance/assurances-airport-sponsors-2022-05.pdf](https://www.faa.gov/sites/faa.gov/files/airports/new_england/airport_compliance/assurances-airport-sponsors-2022-05.pdf)

National Academy of Sciences

<https://www.kaplankirsch.com/portalresource/LDR40ACRP>

# CHAPTER 5: AIRPORTS ADVISORY COMMITTEE

## BACKGROUND

The Board of Supervisors Airports Advisory Committee (AAC) was established by the BOS on or before January 23, 2008. A document entitled, "Board of Supervisors Airports Advisory Committee Procedural Rules," dated January 23, 2008, states that, "The Airports Advisory Committee shall meet...in Columbia or...in Groveland on a regular basis....".

No AAC meetings took place after July 2018. That meeting appears to have been held to disseminate information regarding the Columbia Master Plan. There is no record of attendance. The previous meeting had been in December 2017. There is no evidence that public participation existed or was sought. When asked why AAC meetings have lapsed, the Airports Manager stated that it was because there was so little interest from the public, and that it was difficult to fill vacant positions on the committee. Some airport users the Grand Jury interviewed have stated that a functioning AAC can be valuable in the BOS's decision making process.

The AAC was to be composed of airport users, interested residents, and BOS members. The rules document stated that, "The Board of Supervisors Airports Advisory Committee was formed to study problems of general and specific interests and make recommendations to the Board and allow for increased public participation on issues affecting Tuolumne County Airports operation and use." (Emphasis added.)

At the BOS meeting on December 6, 2022, the Supervisors were given a presentation by the County Administrator's Office (CAO) that recommended the removal of the AAC along with other committees. The explanation given was that no meeting had occurred since July 5, 2018. The Board approved the CAO's recommendations.

On October 1, 2022, the Union Democrat reported October 1, 2022, that the County was "seeking bids from aviation consulting firms to do a feasibility and viability study of both airports." We were then advised by the Airports Manager that the request for qualifications (RFQ) had been cancelled on or about October 20, 2022. In lieu of that, the County asked Coffman Associates, who were referred to as "consultants of record," to evaluate and recommend the future status of the Airports. We were provided with the Statement of Work (SOW) requested of Coffman and found it similar to what was reported in the Union Democrat article.

The Grand Jury was subsequently informed by a Board member that the contract between the County and Coffman of November 1, 2022 was not moving forward because the price quoted by Coffman was over what had been budgeted. Then on February 21, 2023 the BOS approved the additional funds and the CAO instructed Coffman to proceed with the study. There is currently no timeline for the completion of the study.

## **METHODOLOGY**

- We conducted in-person interviews with four county employees.
- We conducted in-person interviews with five private citizen airport users.
- We questioned two county employees via shared email.
- Various documents either received from interviewees or discovered on the Internet were examined and used (*see Bibliography*).

## **DISCUSSION**

The county administration would benefit from the input that the AAC was designed to provide. There is probably value in having the Airports Feasibility and Viability Study done by Coffman Associates, but we also think input from a group such as the AAC would "...allow for increased public participation...." as stated in the AAC Procedural Rules document. This would be a valuable added asset to the Board in making decisions about the future of the county's airports. As it currently stands, there are few ways airport users or the general public can express their opinions regarding the County's airports.

The rules which governed the AAC required that two members of the BOS be in attendance. We question whether it is necessary for a Board member to attend these meetings since the purpose, as stated above, is to make recommendations to the Board. In addition, the once-a-month AAC meeting schedule seems too rigid. Meeting less frequently and only when needed might have spurred more participation. Encouraging participation by the user public with targeted announcements could help the BOS get information from the airport community that they may be currently lacking.

We suggest the re-establishment of the committee and a rewrite of the AAC rules document to encourage better participation by the airport user community and public.

## **FINDINGS AND RECOMMENDATIONS**

### **Findings**

- F5.1** The Board of Supervisors is not receiving valuable and sufficient input, that the AAC can provide, to be able to make decisions about the airports.
- F5.2** The rules governing the AAC were outdated, overly rigid and, thus, did not encourage participation.

### **Recommendations**

- R5.1** The AAC should be re-established.
- R5.2** The rules governing the AAC should be rewritten in the following way to encourage more participation:
- A Board member is not required to attend.
  - Frequency of meetings should be set by necessity and need, not necessarily monthly.
  - Meeting announcements should be targeted and distributed in such a way as to encourage both public and aircraft owner/user participation.

## **REQUESTED RESPONSES**

### **Required Responses**

*Pursuant to Penal Code section 933(c), responses are required from the following governing body within 90 days from the report release.*

- Tuolumne County Board of Supervisors: Findings F5.1-F5.2 and Recommendations R5.2-R5.2

### **Invited Responses**

*Although not required under Penal Code section 933(c), the following responses are invited within 90 days from the report release.*

- Tuolumne County Administration Officer: Findings F5.1-F5.2 and Recommendations R5.1-R5.2
- Tuolumne County Airports Department Manager: Findings F5.1-F5.2 and Recommendations R5.1-R5.2

## **BIBLIOGRAPHY**

- County Website at <https://www.tuolumnecounty.ca.gov/862/Airports-Advisory-Committee>
- Presentation by CAO to BOS dated December 2, 2022 recommending committee removal – found in the county’s Document Center
- “Board of Supervisors Airports Advisory Committee Procedural Rules” adopted by the committee on January 23, 2008 - found in the county’s Document Center