



**CPAD BOARD REGULAR MONTHLY MEETING - September 26,2022  
AGENDA – APPROVED**

**IN-PERSON MEETING  
IN GORDON'S HANGAR 3204 WESTERN DRIVE**

**Directors: Diane Shariff, Glenn Gordon, Knud Kirkegaard, Jeff Robertson, and Terry Bohlen**

**1. 7:00PM Call to Order/Roll Call**

DS\_\_\_\_GG\_\_\_\_KK\_\_\_\_JR\_\_\_\_TB\_\_\_\_(P-Present, A-Absent)

**2. PLEDGE OF ALLEGIENCE**

**3. ADOPTION OF AGENDA**

**MOTION** to adopt Agenda for the September 26, 2022 Regular Meeting of the Board of Directors

**Motion: Second:**

DS\_\_\_\_GG\_\_\_\_KK\_\_\_\_JR\_\_\_\_TB\_\_\_\_(Y-YES, N-NO, A-Abstain, /-Absent)

**4. ADOPTION OF MINUTES**

**MOTION** to adopt Minutes from the August 22, 2022 Regular Meeting of the Board of Directors

**Motion: Second:**

DS\_\_\_\_GG\_\_\_\_KK\_\_\_\_JR\_\_\_\_TB\_\_\_\_(Y-YES, N-NO, A-Abstain, /-Absent)

**5. COMMITTEE REPORTS:**

a. FINANCE REPORT

Director Kirkegaard

August 2022 financial report

b. AIRPORT MANAGER REPORT

Manager Coutches

Cal Trans Aero Inspection Report

Frangible posts for airport signs needed. Nonfrangible posts and signs removed.

Crack on North Taxiway loop still needs to be filled

Taxi painting on Boeing Rd.

○ In talks with Caltrans about leaving Boeing blank.

Fuel Sales

August fuel sales: 5003 gallons. 60% more than last year.



Grass/weed cutting

- ☑ Big thank-you to everyone you came out on September 17th! Runway Lights and Directional circle cleared.

Tuff Shed install

- Tuff shed installed on 19<sup>th</sup>. Weed whackers and one push mower have already been moved over.

Association of California Airport Conference – September 13 – 16

- Attended sessions
- Met with FAA regarding path to FAA Grants

Props, Cops & Rodders

- ☑ Attended planning session, coordinated arrival and placement of aircraft

c. UPDATE ON PROCUREMENT AND CONTRACTS Manager Coutches  
 1. Closed- Purchase of Tuff Shed

d. VOLUNTEER SERVICE REPORT Director Bohlen

Since the last Board Meeting in September -about 105 hours. Continued excellent support by resident volunteers!

Highlights: Airport weed trimming work party, newsletter preparation, Board Meeting preparation, Lease AHC meeting, fuel sales financial reporting, Association of California Airports conference, including a meeting with the FAA, and Southgate repairs.

**6. 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.

**7. OLD BUSINESS:**

a) Risk Management Ad-Hoc Committee Director Shariff  
 Status report

b) Tenant Lease Ad-Hoc Committee Director Robertson  
 Status report

c) Obstruction Mitigation Update Director Bohlen  
 No update

d) OLD BUSINESS ON HOLD

1. Update on street jurisdiction process. David Becker  
 On hold until Fall 2022.

e) OPEN BOARD SEATS ELECTION STATUS Director Bohlen

Three open Board positions for November 2022 General Election. Candidate filing deadline was August 12 with El Dorado County Elections Office. The qualifications of a nominee and of an



elective officer of the district are: Registered Voter within the District

Three Full Terms Expire 12/02/2022

(Incumbents) Knud Kirkegaard and Glenn Gordon and are not seeking re-election  
(Appointed incumbent) Diane Shariff

Three candidates filed: Diane Shariff, Greg Wright, and Mark Eagar

Because three candidates filed and there are three open seats, under El Dorado County Elections rules, there will not be an election.

Diane Shariff (currently on the board), Greg Wright and Mark Eagar will be our new Board members in December.

- f) Airport Pickup Truck Donation – Ready Director Bohlen  
First offered by Jason Rieger at the April 26, 2021 Regular Board Meeting. Official donation and handover is TBD. Registration pending. For District Use only.

#### 8. NEW BUSINESS:

- a) Airport Access Fees Director Bohlen  
Review rationale and recommendation.

- b) **MOTION** to approve Airport Access Guidelines recommendation and authorize negotiations with East Side property owners.

Discussion: See discussion from above review of access fee recommendation. Negotiations for payment logistics.

**Motion:**

**Second:**

**DS \_\_\_ GG \_\_\_ KK \_\_\_ JR \_\_\_ TB \_\_\_ (Y-YES, N-NO, A-Abstain, /-Absent)**

- a) Initiation of Ad-Hoc Committees Director Bohlen  
Request for Members. Residence interesting in participating should contact Director Bohlen or Manager Coutches. First meetings will be scheduled based on availability of members.
1. Street Pavement AHC  
Purpose: 1) Evaluate residential street pavement condition and maintenance options, including slurry Seal, 2) Develop recommendation(s) for near term maintenance, including costs.
  2. Airport Pavement AHC  
Purpose: 1) Evaluate Airport pavement condition and maintenance options, including slurry Seal, 2) Develop recommendation(s) for near term maintenance, including costs.
  3. Airport Mowing AHC  
Purpose: 1) Develop and evaluate options for mowing, including maintenance and training, if applicable, and costs and 2) Develop recommendation(s) for consideration by the Board
  4. Airport Equipment Maintenance Planning AHC



Purpose: 1) Develop list of equipment that need regular maintenance, 2) Develop plan and schedule, for maintenance, 3) develop tracking and reporting process.

5. Infrastructure Maintenance – Restricted Accounts Policy and Procedure AHC

Purpose: 1) Draft CPAD Policy on how funds shall be handled and reported for infrastructure maintenance, possibly including procedures and notification of intent to withdraw funds, information meetings, etc. 2) Draft policy for recommendation to the CPAD Board.

c) Presentation by Foothills Sport Aviation

d) Closed Session A– Discussion about negotiations parameters with Foothills Sport Aviation and approval of negotiations team. Report out will be there is an agreement on terms and conditions for negotiations and the negotiations team. Note, once negotiations are complete and a lease is agreed to by Foothills and the CPAD negotiation team, lease is then reviewed by the board and approved at a CPAD Board Meeting.

- a. In Closed Session: Directors Bohlen, Robertson and Gordon, and Manager Coutches
- b. Reclused from the above closed session are Diane Shariff and Knud Kirkegaard.
- c. This closed session authorized under State of California Government Code 54956.8.

e) Closed Session B– Potential litigation.

- a. In this closed session: Directors Bohlen, Robertson, Gordon, Shariff and Kirkegaard, and Manager Coutches and Counsel Becker.
- b. This closed session authorized under State of California Government Code 54956.9., paragraph (d), subdivision (2).

**9. NEXT REGULAR MEETING: October 24, 2022**

**10. ADJOURNMENT**