



CPAD BOARD REGULAR MONTHLY MEETING – September 27, 2021

AGENDA

**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: Glenn Gordon, Knud Kirkegaard, Terry Bohlen, Jeff Robertson
(Note, there is one open board seat vacated by Burl Skaggs)**

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

TB___ JR___ GG___ KK___ (P-Present, A-Absent)

2. PLEDGE OF ALLEGIENCE

3. ADOPTION OF AGENDA

MOTION to adopt Agenda for September 27, 2021 Regular Meeting of the Board of Directors

Motion: Second:

TB___ JR___ GG___ KK___ (Y-YES, N-NO, A-Abstain, /-Absent)

4. ADOPTION OF MINUTES

MOTION to adopt Minutes from August 23, 2021 Regular Meeting of the Board of Directors

Motion: Second:

TB___ JR___ GG___ KK___ (Y-YES, N-NO, A-Abstain, /-Absent)

5. COMMITTEE REPORTS:

a. FINANCE REPORT

Director Kirkegaard

b. AIRPORT MANAGER REPORT

Manager Coutches

Repair to containment for #1 fuel system tank status

Hanger Door maintenance / repair status

Ground reel for pump #2 replacement status



Other repairs

Fuel sales

Work Party on September 12 Report

Mowing plans and schedule

c. UPDATE ON PROCUREMENT AND CONTRACTS

Director Bohlen

RFP for fuel system final invoice for \$5,850 was paid. Will schedule special meeting to review consultant findings and cost estimates to get District consensus on approach to move forward.

Fuel system repair contract initiated at NTE \$4,000 which is within previously approved amount. Likely addition costs required due to extensive repairs.

d. VOLUNTEER SERVICE REPORT

Director Bohlen

September -about 110 hours, good response by residents to volunteer

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) Discuss scheduling fuel system special meeting
- b) Discuss scheduling of public meeting on District financial status and issues. Resident measure for board has been posted for more than 45 days and should be included.
- c) Update from Dave Becker on obstruction mitigation for Sudbury property.
- d) Update from Dave Becker on street jurisdiction process.
- e) Audit company will start in Oct. Preparation status
- f) Update on assignment of District debt cards and signature authority
- g) Report: Cops and Rodders held Sept 18th

8. NEW BUSINESS:

- a) Open Board Seat Appointment

For seat vacated by the resignation of Burl Skaggs effective August 24, 2021. Vacancy filled per CPAD Policy 1.2.3.



Per CPAD Policy 1.2.3, the vacancy will be filled by appointment of the Board. Per Policy 1.2.3(1) the appointment will be for the remainder of the term, to December 2022.

Per CPAD Policy 1.2.3(3), persons interested serving on the board should contact the Airport Manager by close of business, Monday, September 13 and submit an application that contains the following information: name, educational background, business or work experience, previous elected or appointed office or public service or volunteer history and a statement as to why the applicant desires appointment and what the applicant feels that he/she can contribute to the Board's administration of the District. No applications will be accepted after the deadline date (September 13th) nor will applications be accepted from the floor at the meeting.

At the next regular Board Meeting on September 27, an appointment will be made to fill the vacancy.

CPAD is governed by five volunteer board members. Board member terms are four years and are staggered to begin and end on even numbered years. Board members are elected by registered voters in the District at the November General Election. In 2022 three terms expire.

Diane Shariff was the only person who expressed interest and submitted an application on September 5, 2021

MOTION to appoint Diane Shariff to the vacated Board Seat

Motion: **Second:**

TB__ JR__ GG__ KK__ (Y-YES, N-NO, A-Abstain, /-Absent)

b) Review Policy 2.3.1 CPAD Gate Control

Purpose is to re-establish a uniform policy on airport access issues. Access through the Mira Loma Gate is under Policy 2.3.1.

MOTION to Approve Policy 2.3.1 CPAD Gate Control for Mira Loma Gate

Motion: **Second:**

TB__ JR__ GG__ KK__ BS__ appointed seat __ (Y-YES, N-NO, A-Abstain, /-Absent)

8. ADJOURNMENT NEXT REGULAR MEETING:

October 25, 2021