



CPAD BOARD REGULAR MEETING **MINUTES**

Monday, January 27, 2020, 7:00 P.M. open session

Meeting held at the Ross Hangar, 3239 Baron Ct, Cameron Park, CA

Directors: Burl Skaggs (President), Glenn Gordon, Knud Kirkegaard, Terry Bohlen, Joe Fuller

1) 7:00PM Call to Order/roll call

TB__phone in__JF__P__GG__P__KK__P__BS__P__ (P-Present, A-Absent)

2) PLEDGE OF ALLEGIENCE- recited

3) ADOPTION OF AGENDA-

Motion: GG Second: BS

TB__Y__JF__Y__GG__Y__KK__Y__BS__Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

4) ADOPTION OF MINUTES: postponed as copy of Jan 6, 2020 special meeting not available for review

5) 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.

6) OLD BUSINESS:

a) OBSTRUCTION MITIGATION EFFORTS:

- i. CalFire visits: South field clean-up, brush burning
- ii. Continued trimming of in-CPAD trees

b) CRACK SEALING AT NORTH TAXIWAY: Thank you to David Becker for bringing his personal equipment out to repair the significant lateral cracking on the north taxiway. Nice job!

c) LIGHT SHED FLOODING: Successful installation of underslab and conduit drain systems now stops water intrusion along the conduits. This was a significant problem creating water flowing through the wiring conduits into the shed and around the base of the high voltage power supply.

d) ADA COMPLIANT WEBSITE

The new ADA compliant website is ready. Content will improve in due course, but the communications shortcomings identified in the 2016 Grand Jury report and additional requirements active as of January 1, 2020, are now addressed. Check it out. Send your interesting airport pictures to the Manager (manager@cameronparkairport.com).

- e) FISCAL AUDITS FY17-18 & FY 18-19: Underway. Great prep assistance rendered by CPAD bookkeeper Anna Bartosh
- f) AIR PARK SELF STORAGE: Development project is alive with Design Review application submitted to El Dorado County and Cameron Park CSD. CPAD has sent a written response and has representatives attending the planning meeting tonight to inform them of issues not addressed in building next to an airport.

7) NEW BUSINESS:

- a) OBSTRUCTION LIGHT 3 CONSULTING: Convergence of high trees, proposed residential construction and the existing obstruction light #3 may benefit from professional analysis and guidance to define approaches to mitigation and expedite resolution. Proposal to Board of Directors is to open a Request for Proposals to undertake this limited work. Intend to obtain cost estimates for such statement of work.

1. MOTION to approve Request for Qualifications/Proposal from consulting engineering firms for purposes of assessing best solutions to tree obstruction on south runway 31 approach.

Motion: BS Second: TB
TB Y JF Y GG Y KK Y BS Y (Y-YES, N-NO, A-Abstain, /-Absent)

- b) CPAD VISION & MISSION STATEMENTS: Vision and Mission Statements for the District. (previously tabled for review at Nov 25 meeting)

2. MOTION to adopt and publish the Cameron Park Airport District 2020 Vision & Mission Statements.

Motion: GG Second: KK
TB Y JF Y GG Y KK Y BS Y (Y-YES, N-NO, A-Abstain, /-Absent)

- b) CPAD MID- AND LONG RANGE FINANCIAL PLANNING: Introduction of Airport Financial Needs and Income Committee with leadership by Director Knud Kirkegaard (CFI)
- AIRPORT ACCESS POLICY: Introduction of proposed airport access policy.

c) AIRPORT ACCESS POLICY: Introduction of proposed airport access policy. **Intend to propose adoption at the next meeting.**

d) WEBSITE ADMINISTRATION & POLICY: Introduce web site management policy. **Intend to propose adoption at the next meeting.**

e) OFFICE RENOVATION: Updated proposal for office renovation. Revised plan for replacing fixtures, carpet, lights and paint. **Final scope and funding will be requested at the next meeting. Note \$1500 budgeted and not spent to date.**

f) SURPLUS CERTAIN OBSOLETE CPAD ASSETS: Surplus material located at lighting shed, light fixture parts, old traffic cones, tractor air filter, tractor mount spray rig, misc stuff outside.

3. MOTION to approve Cameron Park Airport District offering for auction those articles of potential value and disposing of those articles that either receive no bids or are deemed refuse.

Motion: BS _____ Second: GG _____

TB Y JF Y GG Y KK Y BS Y (Y-YES, N-NO, A-Abstain, /-Absent)

g) ADDITIONAL EMERGENCY ACCESS GATE: Proposal for new (incremental) gate through the chain link fence at south end of field (near corner of Cameron Park Drive and Oxford). A small grass fire demonstrated we have poor access for CalFire/EMS to that area. There is a gate at Dave's Rental Car which may be blocked due to parked vehicles. There is a gate near Mr. Byrne's residence, but terrain is not favorable to fire trucks. An additional gate is suggested after coordination with Cameron Park Fire.

4. MOTION to pursue quote for installation of additional access gate.

Motion: BS _____ Second: GG _____

TB Y JF Y GG Y KK Y BS Y (Y-YES, N-NO, A-Abstain, /-Absent)

8) COMMITTEE REPORTS:

a) FINANCE REPORT - Director Kirkegaard no issues

9) AIRPORT MANAGER REPORT: Presented by Director Skaggs for Manager Cooksy

10) ADJOURNMENT at 9:00 pm

NEXT MEETING: February 24, 2020