



CPAD BOARD REGULAR MONTHLY MEETING – January 24, 2022

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: 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 January 24, 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 November 22, 2021 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

b. AIRPORT MANAGER REPORT

Manager Couthes

Hanger Door maintenance / repair status

Fuel sales



Fence Repair Status
Fuel Hose Replacement status
Fuel Nozzle Replacement
Bonding Reel Clamp Replaced
Fence Repair Status
Fire Extinguisher Inspection
Keycard System status
Other repairs

c. UPDATE ON PROCUREMENT AND CONTRACTS

Director Bohlen

Fuel system repair contract - completed. – See Manager’s report
Hangar repair contract - status. – See Manager’s report

d. VOLUNTEER SERVICE REPORT

Director Bohlen

Since the last Board Meeting in November -about 80 hours. Excellent support by resident volunteers!

Highlights: Replace brackets on North and South Gates edge sensors, clean connectors in gate controller to restore operation, lubricate gate chains to restore operation, replace grounding cable clamp at fuel pump, design, fabricate and install hangar door interlocks for hangars 7 & 8, prepare draft financial charts for public meeting, audit support, surface operations liability study, meeting preparation.

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) Proposal by Foothill Flight Center to change their hangar lease: Increase the rent and extension of lease term. Consideration by Board process recommendation. Director Bohlen
Infrastructure and Finance Committee to evaluate and make recommendation to the Board at the February meeting.
- b) Preparation status and scheduling of public meeting on District financial status and forecast and measure. Director Bohlen



1st meeting in February TBD, hope to have in person.

- c) Preparation status fuel system replacement public meeting as part of financial meeting. Director Bohlen
- Infrastructure and Finance Committee to conduct study. Present options, financial impact, financing and schedule recommendation(s) to the board.
- d) Update from Dave Becker on obstruction mitigation for Sudbury property. David Becker
- e) Update from Dave Becker on street jurisdiction process. David Becker
- f) Audit status Director Kirkegaard
- g) Airport Signage Update Plan – in work, target briefing at February 2022 Board Meeting Manager Coutches
- h) Oakland Fuel Tank Report Manager Coutches
- i) Obstruction Mitigation Update Director Bohlen
- j) Painting TAXI on each end of Boeing, status- Director Gordon
- k) Liability study of airport surface operations Director Shariff

8. NEW BUSINESS:

- a) Board Position Elections. In compliance with CPAD Policy 1.2.3.1, Election Procedure
 1. The Board President, Vice president, Treasurer and Secretary are elected or reelected to office in the first general meeting of every calendar year. In the event of a vacancy, the vacancy will be filled at the first possible general meeting.
 2. The election is always the first item of business on the agenda before New Business. If neither the previous Board President or Vice President is present, as might happen in a newly elected Board, one Board member is informally chosen at the beginning of the meeting to chair the meeting. The newly elected officers assume their roles immediately.
 3. Election of an officer requires a majority vote of the Board just like a normal motion. Nominations or volunteers may be accepted by the chair in an informal fashion, but a specific motion must be made and voted upon to finalize the decision of the Board for each position. No one Board member may hold more than one position.

President

Nomination(s):

Elected:



Treasurer

Nomination(s):

Elected:

Secretary

Nomination(s):

Elected:

- a) Reminder that all board members must file the Form 700 about Conflict of Interest with El Dorado County.
- b) Burn Day with PJ
- c) Boy Scout Eagle Project, by Malcolm Cooksy, completed. Emergency equipment cabinet by airport office, No Trespassing Signs, and parameter map. Thank-you Malcolm!

8. ADJOURNMENT NEXT REGULAR MEETING:

February 28, 2022