



**CPAD BOARD REGULAR MONTHLY MEETING – AUGUST 24, 2020**  
**MINUTES**

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

**1) 7:00PM Call to Order/Roll Call - Called to Order at 7:00PM**

**TB\_P\_JF\_A\_GG\_P\_KK\_P\_BS\_P\_ (P-Present, A-Absent)**

*Public: 5 attended plus our Airport Manager, Kevin Cooksy*

**2) PLEDGE OF ALLEGIENCE**

**3) ADOPTION OF AGENDA**

**1. MOTION to adopt Agenda for August 24, 2020 Regular Meeting of the Board of Directors**

**Motion: TB Second: BS**

**TB\_Y\_JF\_-\_GG\_Y\_KK\_Y\_BS\_Y\_ (Y-YES, N-NO, A-Abstain, /-Absent)**

*Agenda adopted with no comments or changes*

**4) ADOPTION OF MINUTES**

**2. MOTION to adopt Minutes from July 27, 2020 Regular Meeting**

**Motion: TB Second: KK**

**TB\_Y\_JF\_-\_GG\_Y\_KK\_Y\_BS\_Y\_ (Y-YES, N-NO, A-Abstain, /-Absent)**

*Minutes adopted with no comments or changes*

**5) COMMITTEE REPORTS:**

- a) FINANCE REPORT *Delayed to later in the meeting*
- b) AIRPORT MANAGER REPORT *See website for posted copy*
- c) UPDATE ON PROCUREMENT AND CONTRACTS *none to report*
- d) VOLUNTEER SERVICE REPORT

Director Kirkegaard  
Manager Cooksy

Director Skaggs

*July- 84 hours*

*August- 114 hours*

- 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.

*Director Gordon suggested consideration of evacuation plans for aircraft onto airport. Director Skaggs indicated we would look into it and add to policy documents at a high priority, need input and coordination with emergency services and fire.*

7) **OLD BUSINESS:**

- a) OBSTRUCTION MITIGATION EFFORTS | REGULAR UPDATE Director Skaggs

Continued progress mitigating key trees identified as critical by CalTrans, we believe all critical areas have been completed. Caltrans re-inspection conducted August 20, 2020.

Trimming will continue in all areas as indicated by required clearances.

*Progress in getting a re-inspection in recognition of the work to date, no answer until CalTrans reviews, approximately 2-3 weeks.*

- b) CARES Act: Current Status & Process Director Skaggs

Update on the allocated FAA funds for Cameron Park Airport: Direct communication with the FAA SFO manager; corrections to O61 system accounts still in process. Ask for our continued patience.

*Concern due to letter from FAA headquarters indicating we had not signed a request, still held up between San Francisco ADSO and Washington. CPAD considering sending invoices for payment anyway to nudge them forward. San Francisco ADSO is talking to us, saying be patient they are working on it.*

8) **NEW BUSINESS:**

- a) Director Roles and Responsibilities: Appointment of New Board Secretary

Director Gordon is resigning as Board Secretary.

*Director Bohlen "volunteered" to be the Board Secretary as Director Fuller was absent and no board member can hold two positions. It was agreed to by 3 yes votes*

- b) Caltrans Annual \$10,000 Credit

Annual certification submitted August 2020. Requests for disbursements are not being accepted by Caltrans as of August. Unofficial advice is not to expect funding until after Jan 1, 2021 (at earliest) and to be prepared for a possible suspension of credits in FY21.

- c) Resolution 20-05: Adoption of FY20 Appropriations Limit Directors Skaggs & Kirkegaard

County calculates the annual appropriation limit based on prior year's limit multiplied by a demographic factor.

**3. MOTION to approve Resolution 20-05 adopting the FY20 Appropriation Limit**

**Motion: BS Second: TB**

**TB\_Y\_JF\_- GG\_Y\_KK\_Y\_BS\_Y\_ (Y-YES, N-NO, A-Abstain, /-Absent)**

*Dave explained what this is by indicating that this is a continuation of restrictions due to Prop 13 that sets a maximum tax increase limit on government agencies. No effect on CPAD at this time.*

- d) Resolution 20-06: Approve FY20 CPAD Budget Directors Skaggs & Kirkegaard

Review, discussion, and recommendation to approve and adopt the FY20 operating budget.

**4. MOTION to approve Resolution 20-06 approving and adopting the FY20 CPAD Operating Budget**

**Motion: BS Second: TB**

**TB\_Y\_JF\_- GG\_Y\_KK\_Y\_BS\_Y\_ (Y-YES, N-NO, A-Abstain, /-Absent)**

*Extensive review of proposed budget and changes to account numbering system with agreement on the changes and understanding of the proposed budget. Potential CARES funds not included at this time due to uncertain timing of their availability. Resolution passed with the addition of a statement indicating the board approves the budget with the knowledge that the budget is fiscally insufficient to properly support the District.*

- e) Capital Equipment Acquisition Proposal

Consideration of acquiring a vehicle for on-airport utility use (see proposal / request)

*Additional review of overall mowing equipment needs to be done. General agreement we should own quality equipment to avoid scheduling and availability problems of loaned equipment. Rentals are not cost effective. We are critically behind in mowing due to lack of a suitable tow vehicle and the current batch of weed growth not being handled except with hand held weed cutter. Nothing available in the budget for purchase so Director Bohlen will approach Friends of Cameron Park Airport (FOCA) about possible funds for this equipment.*

- f) Special Meeting to Review Updated CPAD Policy Documents

*This will be scheduled in the future; many operating procedures have been refined or created for the airport that will need review. Documents distributed to Board, if they can't find them let Burl know and he will resend.*

- g) Review of El Dorado County Land Use Plan Chapter 10, Airports as it relates to Cameron Park Airport

*Reviewed proposed changes to draft Chapter 10 provided by county as part of upcoming land use plan update. Legal signed off on the approach, board will review and submit any inputs by tomorrow as it is due to the county by the 31<sup>st</sup>.*

**9) ADJOURNMENT – Adjourned at 9:02pm**

**NEXT REGULAR MEETING: SEPTEMBER 28, 2020**