



**CPAD BOARD REGULAR MONTHLY MEETING – SEPTEMBER 25, 2023
MINUTES – APPROVED
IN-PERSON MEETING
IN GORDON’S HANGAR 3204 WESTERN DRIVE**

Directors: Diane Shariff, Greg Wright, Mark Eagar, Jeff Robertson, and Terry Bohlen

1. 7:05 PM Call to Order/Roll Call

DS A GW P ME P JR P TB P (P-Present, A-Absent)

Public Present: 3

2. PLEDGE OF ALLEGIANCE: TB

3. ADOPTION OF AGENDA

MOTION to adopt Agenda for the September 25, 2023 Regular Meeting of the Board of Directors

Motion: JR Second: GW

DS / GW Y ME Y JR Y TB Y (Y-YES, N-NO, A-Abstain, /-Absent)

4. ADOPTION OF MINUTES

a) **MOTION** to adopt Minutes from the June 26, 2023 Regular Meeting of the Board of Directors

Motion: TB Second: JR

DS / GW Y ME Y JR Y TB Y (Y-YES, N-NO, A-Abstain, /-Absent)

b) **MOTION** to adopt Minutes from the August 21, 2023 Special Meeting of the Board of Directors

Motion:TB Second:ME

DS / GW Y ME Y JR Y TB Y (Y-YES, N-NO, A-Abstain, /-Absent)

5. COMMITTEE REPORTS:

a. FINANCE REPORT Director Bohlen

August 2023 financial report: No issues. On track

b. AIRPORT MANAGER REPORT [See Attachment 1](#) Manager Coutches

- Association of California Airport (ACA) Conference
- Airport mowing report and recommendations
- Maintenance

c. UPDATE ON PROCUREMENT AND CONTRACTS Manager Coutches

[See Attachment 1](#)



d. VOLUNTEER SERVICE REPORT

Director Bohlen

Since the last Board Meeting in August and September no hour report produced. Continued excellent support by resident volunteers!

Highlights: Filling in cracks on North Gate / Rwy 13 Taxi way, mowing, repairing and servicing Swisher mower, (New blades ordered for Flail mower) , and other mowing/trimming machines, Board Meeting preparation, fuel sales, financial reporting.

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.

** Phil Albee expressed concern on lack of progress on Charlie's hangars and user fee letter.

7. OLD BUSINESS:

a) Obstruction Mitigation Update

Director Bohlen

- Status – Identification of trees in process

b) T-Hangars airport access Fee & Payment Plan

Director Bohlen

- Letter review by Charlie Landon: Waiting on implementation.

c) Maintenance

Director Eagar

- Status and Work Parties: None scheduled.

d) Street Maintenance

Director Wright

- Bid Status: Waiting on 3rd bid

e) Action Item:

Manager Coutches

- Ordinance education : Sent

f) CPAD Policy Updates : No update

Director Bohlen



8. NEW BUSINESS:

- a) Mowing Plan Presentation and Discussion Director Eagar

Discussion: Director Eagar did a presentation and discussion of airport mowing plan that considers available equipment and volunteers. There was significant discussion on pros and cons on purchase of a consumer grade mower vs a tractor with expanded warranty and service life.

Phil Albee has a contact and information on great pricing/financing for tractors. Manager Coutches and Phil discussed a trip to the dealer.

- c) Mower Request: Proposal to purchase either a zero-turn or riding mower
Director Eagar Discussion: Proposal to purchase either a zero-turn or riding mower.

Motion to approve purchase of Zero-Turn or Riding Mower

While the mower is expected to cost less than \$5,000, CPAD Policy 1.4.4 requires Board approval.

Discussion:

Tabled until next regular board meeting and further research into options.

Motion: Second:

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

- d) Cameron Park Airport Foundation – Intel Suport Director Bohlen

Intel resource has been providing support to organize processes.

- e) Airport Layout Plan – Status Director Bohlen

No update

9. NEXT REGULAR MEETING: October 23, 2023

10. ADJOURNMENT 9:25