



**CPAD BOARD REGULAR MONTHLY MEETING - September 26, 2022
MINUTES – APPROVED**

**IN-PERSON MEETING
IN GORDON'S HANGAR 3204 WESTERN DRIVE**

Directors: Diane Shariff, Glenn Gordon, Knud Kirkegaard, Jeff Robertson, and Terry Bohlen

1. 7:00PM Call to Order/Roll Call Called to Order: 7:01 Public Present: 16

DS P GG P KK P JR P TB P (P-Present, A-Absent)

2. PLEDGE OF ALLEGIANCE : TB

3. ADOPTION OF AGENDA

MOTION to adopt Agenda for the September 26, 2022 Regular Meeting of the Board of Directors

Motion: TB Second: GG

DS Y GG Y KK Y JR Y TB Y (Y-YES, N-NO, A-Abstain, /-Absent)

4. ADOPTION OF MINUTES

MOTION to adopt Minutes from the August 22, 2022 Regular Meeting of the Board of Directors

Motion: KK Second: GG

DS Y GG Y KK Y JR Y TB Y (Y-YES, N-NO, A-Abstain, /-Absent)

5. COMMITTEE REPORTS:

a. FINANCE REPORT

Director Kirkegaard

August 2022 financial report

No public questions for Director Kirkegaard

Big thanks to Mike Brewer for generous donation.



b. AIRPORT MANAGER REPORT

Manager Coutches

Cal Trans Aero Inspection Report

- Frangible posts for airport signs needed. Non-frangible posts and signs removed.
- Crack on North Taxiway loop still needs to be filled
- ☐ Taxi painting on Boeing Rd.
 - In talks with Caltrans about leaving Boeing blank.

Fuel Sales

- August fuel sales: 5003 gallons. 60% more than last year.

Grass/weed cutting

- Big thank-you to everyone you came out on September 17th! Runway Lights and Directional circle cleared.

Tuff Shed install

- Tuff shed installed on 19th. Weed whackers and one push mower have already been moved over.

Association of California Airport Conference – September 13 – 16

- Attended sessions
- Met with FAA regarding path to FAA Grants

Props, Cops & Rodders

- ☐ Attended planning session, coordinated arrival and placement of aircraft

c. UPDATE ON PROCUREMENT AND CONTRACTS

Manager Coutches

1. Closed- Purchase of Tuff Shed

d. VOLUNTEER SERVICE REPORT

Director Bohlen

Since the last Board Meeting in September -about 105 hours. Continued excellent support by resident volunteers!

Highlights: Airport weed trimming work party, newsletter preparation, Board Meeting preparation, Lease AHC meeting, fuel sales financial reporting, Association of California Airports conference, including a meeting with the FAA, and Southgate repairs.

- 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.

*Dan from FOCA requested feedback on Props, Cops and Rodders event

*Kevin Cooksey brought up two issues

1. When a house sells on the airpark that borders runway, the fence line needs to be moved back to property line.

2. Issue with Hangar 5 and leave compliance.



*Phil Albee has a possible mower/tractor source.

*Dan brought up concerns over wreckless drivers in the airpark. What can be done? What law enforcement agency has jurisdiction?

7. OLD BUSINESS:

a) Risk Management Ad-Hoc Committee Director Shariff
Status report

b) Tenant Lease Ad-Hoc Committee Director Robertson
Recommendations submitted to board on Hangar 8 proposal.

c) Obstruction Mitigation Update Director Bohlen
No update

d) OLD BUSINESS ON HOLD

1. Update on street jurisdiction process. David Becker
On hold until Fall 2022.

e) OPEN BOARD SEATS ELECTION STATUS Director Bohlen

Three open Board positions for November 2022 General Election. Candidate filing deadline was August 12 with El Dorado County Elections Office. The qualifications of a nominee and of an elective officer of the district are: Registered Voter within the District

Three Full Terms Expire 12/02/2022

(Incumbents) Knud Kirkegaard and Glenn Gordon and are not seeking re-election

(Appointed incumbent) Diane Shariff

Three candidates filed: Diane Shariff, Greg Wright, and Mark Eagar

Because three candidates filed and there are three open seats, under El Dorado County Elections rules, there will not be an election.

Diane Shariff (currently on the board), Greg Wright and Mark Eagar will be our new Board members in December.

f) Airport Pickup Truck Donation – Ready Director Bohlen
First offered by Jason Rieger at the April 26, 2021 Regular Board Meeting. Official donation and handover is TBD. Registration pending. For District Use only.



8. NEW BUSINESS:

- a) Airport Access Fees

Director Bohlen

Review rationale and recommendation.

Director led a discussion of airport access fee guidelines. Who would pay fees and under what circumstances.

Determined the proposed policy/guidelines needed additional work and clarification before being voted on.

- b) **MOTION** to approve Airport Access Guidelines recommendation and authorize negotiations with East Side property owners.

TABLED

Discussion: See discussion from above review of access fee recommendation. Negotiations for payment logistics.

Motion:

Second:

DS _____ GG _____ KK _____ JR _____ TB _____ (Y-YES, N-NO, A-Abstain, /-Absent)

- a) Initiation of Ad-Hoc Committees

Director Bohlen

Request for Members. Residence interesting in participating should contact Director Bohlen or Manager Couthes. First meetings will be scheduled based on availability of members.

- 1. Street Pavement AHC

Purpose: 1) Evaluate residential street pavement condition and maintenance options, including slurry Seal, 2) Develop recommendation(s) for near term maintenance, including costs.

- 2. Airport Pavement AHC

Purpose: 1) Evaluate Airport pavement condition and maintenance options, including slurry Seal, 2) Develop recommendation(s) for near term maintenance, including costs.

- 3. Airport Mowing AHC

Purpose: 1) Develop and evaluate options for mowing, including maintenance and training, if applicable, and costs and 2) Develop recommendation(s) for consideration by the Board

- 4. Airport Equipment Maintenance Planning AHC

Purpose: 1) Develop list of equipment that need regular maintenance, 2) Develop plan and schedule, for maintenance, 3) develop tracking and reporting process.

- 5. Infrastructure Maintenance – Restricted Accounts Policy and Procedure AHC

Purpose: 1) Draft CPAD Policy on how funds shall be handled and reported for infrastructure maintenance, possibly including procedures and notification of intent to withdraw funds, information meetings, etc. 2) Draft policy for recommendation to the CPAD Board.



c) Presentation by Foothills Sport Aviation

Alex from Foothills Sport Aviation went through the proposed lease terms for Hanger 8 and submitted the proposal for public record.

d) Closed Session A– Discussion about negotiations parameters with Foothills Sport Aviation and approval of negotiations team. Report out will be there is an agreement on terms and conditions for negotiations and the negotiations team. Note, once negotiations are complete and a lease is agreed to by Foothills and the CPAD negotiation team, lease is then reviewed by the board and approved at a CPAD Board Meeting.

- a. In Closed Session: Directors Bohlen, Robertson and Gordon, and Manager Coutches
- b. Recused from the above closed session are Diane Shariff and Knud Kirkegaard.

Following the closed session, Director Bohlen reported out that lease terms and conditions guidelines are agreed upon by the board for negotiations team.

e) Closed Session B– Potential litigation.

- a. In this closed session: Directors Bohlen, Robertson, Gordon, Shariff and Kirkegaard, and Manager Coutches and Counsel Becker.

Following the closed session, no public remained.

Report Out: Counsel has been advised by the Board to take all appropriate steps in this legal matter.

9. NEXT REGULAR MEETING: October 24, 2022

10. ADJOURNMENT 10:10