



**CPAD BOARD REGULAR MONTHLY MEETING – OCTOBER 26, 2020**  
**MINUTES - APPROVED**

**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 7:00 PM*

TB\_\_P\_ JF\_A\_\_ GG\_\_P\_ KK\_P\_\_ BS\_P\_\_ (P-Present, A-Absent)

*Four Public attended*

2) PLEDGE OF ALLEGIENCE

3) ADOPTION OF AGENDA

**1. MOTION to adopt Agenda for October 26, 2020 Regular Meeting of the Board of Directors**

*Director Skaggs suggested discussing the budget before capital requests.*

*Agenda adopted with suggestion above.*

Motion: BS                      Second:      KK

TB\_Y\_\_ JF\_A\_\_ GG\_Y\_\_ KK\_Y\_\_ BS\_Y\_\_ Y-YES, N-NO, A-Abstain, /-Absent)

4) ADOPTION OF MINUTES

**2. MOTION to adopt Minutes from September 28, 2020 Regular Meeting**

*Minutes adopted with no comments or changes*

Motion:      KK              Second:      GG

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

**3. MOTION to adopt Minutes from October 21, 2020 Special Meeting**

*Minutes adopted with no comments or changes*

Motion:      KK              Second:      TB

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

**5) COMMITTEE REPORTS:**

a) FINANCE REPORT Director Kirkegaard  
*Director Kirkegaard presented; Balance sheet, paid \$73,000 principle and interest for street bond, the March payment will be interest only. Trying to streamline billing to tenants by working with our accountant to see if can use Quicken or Pay Bill. Discussed charging credit card fee.*

b) AIRPORT MANAGER REPORT Manager Cooksy  
*Presented by Manager Cooksy; Noted that the person in El Dorado County Administration that was studying market hangar lease and tie-down prices, has left. Goal is to charge defensible rates.*

*Fuel cost has been flat, margin in \$0.92/gallon. Fuel sales ahead of last year.*

*Website domain moving to .org. Permanent sign with website will be installed at airpark entrance on Oxford. Director Skaggs noted that there may be an opportunity to get signs at cost.*

*Mid-field trees need to be trimmed. Jerry Bush's trees may need to be trimmed. Director Skaggs noted that they are below the 20:1 slope due to location.*

*South, Rwy 31, approach: Caltrans wants trees cut to ground near obstruction lights, they were no higher than the lights. Manager Cooksy meet with the person who manages the part of BLM land where lights are. Fire Break was approved for 200-feet wide, 100-feet cleared. Eight protected plants, all low to the ground and to not like shade. Subject trees are shading those plants which may make it easier to cut those trees. About a month of paper work by BLM manager to work. FAA obstruction position it to cut to ground, same position as Caltrans.*

*Down the hill on airport side; owner of tall Eucalyptus tree below hill at the time of initial trimming/cutting was not receptive. Tree is growing and could be issue. Manager Cooksy drafting formal letter to be sent to property owner.*

*Tie downs near airport office; Manager Cooksy filled form with picture with FAA seeking informal assessment to re-instate use of those tie-downs. FAA person reviewing did not see hazard. Sent response to Caltrans. Will be preparing and sending formal form 7460. Caltrans noted that the area will need to be lighted so airplanes tie-downed are visible to landing airplanes at night. Manager Cooksy believes the existing lights on fuel shed and hangar are sufficient. Director Skaggs suggested taking photos at night with airplanes at tie-downs.*

c) UPDATE ON PROCUREMENT AND CONTRACTS none to report  
*No contracts or major procurement*

d) VOLUNTEER SERVICE REPORT Director Skaggs

October-135 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.

*David Becker; Friend will be clearing Manzanitas from area south of Runway 31 end near Oxford at no charge. Crack sealing equipment coming back and can be used to seal cracks around office. Requested Manager Cooksy to mark areas for sealing.*

*Question if there was money for slurry seal. Answer was no. Phil Albee stated there is a road maintenance company (name in my notes was not clear-TB) that has a 500-gallon tank that can be used at a low cost. Request made to Phil to talk to company. Phil agreed to try to call. Also will get price on sealant.*

**7) OLD BUSINESS:**

a) OBSTRUCTION MITIGATION EFFORTS | REGULAR UPDATE

Manager Cooksy

Update on progress to deal with latest requirements

*Presented by Manager Cooksy; Progress on North End, thanks to volunteers and home owner. Question by Director Bohlen asked about estimated cost-to-go. Response was that if we need to hire contractors, we do not have the money. Noted that if CPAD hires a contractor, there requirements we have to meet that drive the cost significant up. Phil Albee noted his guy is 10% of others.*

b) CARES Act: Current Status & Process

Director Skaggs

Continuing pleas for resolution of the Data problem, escalated to FAA region and Washington

*Director Skaggs; We are owed \$30,000. Cameron Park Airport information with FAA was not updated (previously reported. FAA still shows El Dorado County as the owner, which CPAD has been trying to get updated). CPAD escalated in letter to FAA Washington and Regional Offices. Director Bohlen asked about AOPA help, Manager Cooksy said he owes Phil Albee (our AOPA representative) information. Our Political representatives are not effective. Question from Phil Albee if county can sign request. David Becker though it was a good idea. Need way to get money if county does get it.*

**8) NEW BUSINESS:**

a) Reminder of the aircraft prohibition on the airpark residential streets from 9am to 2pm on October 31 due to trick or treat event

*Phil Albee noted that the gate on United was broken and offered to weld it back together. Director Skaggs recommended waiting as Cameron Park Service District would deal with it. (during the event, with the gate unlocked, Phil Albee, Director Skaggs and Kirkegaard removed the gate, Phil welded it, and they reinstalled it. -TB)*

b) Report from Infrastructure and Finance committee on current budget crisis and proposed adjustments to FY 2020/21 annual budget.

Director Skaggs

*Not required as all capital requests were tabled. Approved FY2020/2021 budget stands*

**4. MOTION to approve revised FY 2020/21 annual budget -TABLED**

**Motion:**                      **Second:**

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

- c) Capital Equipment Acquisition Proposals                      Manager Cooksy and Director Kirkegaard

1. Update on mowing equipment needs and impact of not purchasing at this time. Discussion of funding

*Director Skaggs presented project request to purchase a new 4-ft self-powered flail mower. At last meeting talked about vehicle to pull mower. Proposed now is to purchase a flail mower and rent tow vehicle (UTV/ATV) at about \$300 per week. Dropping idea now of purchasing pull vehicle due to budget. Purchase cost of proposed mower is \$3,890 including shipping. Not including spare Y-Flails, about \$12 each. Proposed \$4,500 with spare flails. Currently we do not have a capability to mow the airport and a long-term solution to do so. Grass getting tall. About 25% of area need flail or brush mower now as weeds are mostly too high for regular mower.*

*Director Kirkegaard discussed how money can be freed up in budget; look at which items to reduce.*

*Discussion of buy vs rent: Survey of local rental companies show that there are no Flail mowers to rent. Renting tractor with PTO (Power Take Off), expensive to rent, when can find one, about \$2,000 per week plus delivery*

*After much discussion, with input from Phil Albee, there was agreement by the board to table the Motion (deferred) to allow for further exploration and evaluation of other options.*

*Motion to defer: TB, Second BS, all Board attending board meetings agreed.*

**5. MOTION to approve funding for purchases of mowing equipment -TABLED**

**Motion:**                      **Second:**

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

2. Upgrade of onsite credit card hardware at fuel island and impact. Discussion of funding.

**6. MOTION to approve funding and purchase of ungraded point of sale credit system for fuel system**

*The Board agreed to defer due to budget crisis and more immediate need to solve mowing issue. -TABLED*

**Motion:**                      **Second:**

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

- d) Review latest revision of Storage Project plans and airport response. Manager Cooksy  
Reminder of need for public input on this project

*Public hearing on November 4<sup>th</sup> at 3:00PM. All encouraged to give thought, look at information, encourage to attend. Letters to county encouraged: Director Skaggs proposed sending a formal letter, emphasizing no airport access. Director Skaggs agreed to draft and send to Board for review. Agreed that if there are not major issues, letter can be sent by Friday. Motion to do so by Director Bohlen, Second by Direct Kirkegaard, all attending Board members said 'Yes'.*

**7. MOTION to approve letter from Board to Public Hearing to emphasize no airport access , and support use of property for aviation.**

Motion: TB                      Second: KK

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

**9) ADJOURNMENT**

*Adjourned at 9:11 PM*

**NEXT REGULAR MEETING: November 23, 2020**