



CPAD BOARD REGULAR MONTHLY MEETING – November 23, 2020

MINUTES - PENDING

**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 7:00 PM*

TB__P__JF__A__GG__P__KK__A__BS__P__ (P-Present, A-Absent)

Public Present: 13

2) PLEDGE OF ALLEGIENCE - *Lead by Director Skaggs*

3) ADOPTION OF AGENDA

1. MOTION to adopt Agenda for November 23, 2020 Regular Meeting of the Board of Directors

Agenda adopted without comments or changes

Motion: TB Second: BS

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

4) ADOPTION OF MINUTES

2. MOTION to adopt Minutes from October 26, 2020 Regular Meeting

Minutes adopted without changes

Motion: BS Second: TB

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

5) A minute of silence in remembrance of Ron Hooper - *Observed*

6) COMMITTEE REPORTS:

a) FINANCE REPORT

Director Kirkegaard

b) AIRPORT MANAGER REPORT

Manager Cooksy

*Manager Cooksy presented: * While not in the report, CPAD received a letter of thanks from Cameron Park Services District for the Trick or Treat Drive on Halloween. * Tie-down and hangar*



wait lists where surveyed and 80% wanted to stay on the wait list. * Working Through-the-Fence considerations for going after grant money. If going after grant money, has to be evidence that is not paying for residential side use of airport. Jacking airport side rates up increases difference. * Hangar rates close to market. * Hangars 1 – 4 accordion doors, repairing is a sizeable expense. * Fuel sales in October is about 5,000 gallons, a 70% increase compared to same time last year. * Fuel retail price has been stable for the last 12 weeks. * Residential Burn Permit filed. Will be asking for burn pile tenders. * FAA Form formally filed requesting use of tie-downs in front of hangars by airport office.

c) UPDATE ON PROCUREMENT AND CONTRACTS (tree cutting) Skaggs/Cooksy

One tree cutting under contract at less than \$3,000.

d) VOLUNTEER SERVICE REPORT

Director Skaggs

November- 155 hours

Includes reported Board member time and tree cutting.

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.

No comments

6) OLD BUSINESS:

a) OBSTRUCTION MITIGATION EFFORTS | REGULAR UPDATE

Director Skaggs

Trimming of priority areas either complete or under contract for completion except for BLM which is being actively negotiated. We have reached the limit of our reduced 20/21 budget which is short of the amount to finish immediate priority trimming.

*Have verbal approval to cut on BLM land. Written approval in work. Cutting anticipated in mid to late January depending on Cal Fire. Will need help to clear BLM land. Waiting for firm schedule from Cal Fire. Expect request for volunteers. * Trimming Redwoods on Boeing is under contract.*

b) CARES Act: Current Status & Process

Director Skaggs

No new information, continuing to press FAA

Report as of the afternoon of this Board Meeting: A staffer from Congressman McClintock's office helped by reaching out to FAA DC office and got things moving at the FAA. We are much closer to receiving CARES funding. CARES funding (\$30,000) is critical to CPAD.



- c) Review latest revision of Storage Project plans and possible airport impact. Director Skaggs

Good news, the various inputs to the public meeting have resulted in them dropping the gate between the airport and their property. Another Zoning Meeting is Scheduled for Dec 16.

Letters and public input did have an effect as it took out the gate to the airport.

8) NEW BUSINESS:

- a) Resolution 20-09: Adoption of Airport Rules and Regulations Document Director Skaggs

MOTION to approve Resolution 20-09 adopting the Airport Rules and Regulations Document

Approved by the Board as presented

Motion: TB Second: BS

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

- b) Increase of tree trimming budget \$5k to complete priority obstruction mitigation trimming
Manager Cooksy and Director Kierkegaard

MOTION to approve proposed annual budget changes to cover additional estimated cost of priority obstruction mitigation

Discussed remaining work to complete: Redwood to North estimated \$500, Cook Sr. Redwood, residence South of ridge estimated \$200. Increase also covers uncertain outcome of Caltrans inspection.

*Budget: Computer Expense Budget; defer service. * Office Budget; dropped \$500, no mass mailings. * Repair & Maintenance Budget, \$2500 highest risk, (hangar doors are separate budget) covers lights (have spares), mower. AWOS service/inspections Budget corrected to \$3,500 per year. Fuel System Budget increased \$1,000. Reserved fund of \$6,500 to zero. * Next year: Audit \$8,000 to \$10,000., Tree Mitigation Budget down a little. Not getting \$10,000 this year from CalTrans.*

Motion approved

Motion: TB Second: BS

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

- c) Review mower selection working group proposal for mowing requirements. –mowing group
Accept mower selection group proposal and increase of mowing budget a max of \$5k per recommendations

MOTION to approve proposed budget changes to cover up to \$5k cost to meet recommendations of mower selection group



After discussion about need to make purchase decisions quickly as well price equipment is sold quickly and cash talks and that a special board meeting is not practical to approve a purchase, Dave Becker requested that the motion be changed to request purchase expenditure of up to \$5,000

Budget discussion included in motion discussion above.

Amended: MOTION to approve proposed budget changes to cover up to \$5K to meet recommendations of mower selection group and approve expenditure of up to \$5,000 by the group to purchase mowing equipment.

Motion approved as amended:

Motion: TB Second: BS

TB_Y__ JF__A__ GG__Y__ KK__A__ BS__Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

- d) Proposal to take a holiday break and not have a regular Board meeting in December 2020

MOTION to not have a Regular Board meeting in December 2020

Motion approved

Motion: BS Second: TB

TB_Y__ JF__A__ GG__Y__ KK__A__ BS__Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

- e) Accept proposed CIP project list for data entry into CalTrans Aero system

MOTION to approve proposed project list for data entry into CIP system.

Added two items. Burl to update project list with new items with cost.

Motion approved as discussed

Motion: TB Second: BS

TB_Y__ JF__A__ GG__Y__ KK__A__ BS__Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

9) ADJOURNMENT

Adjourned 9:03 PM

NEXT REGULAR MEETING: January 25, 2020