



CPAD BOARD REGULAR MONTHLY MEETING – May 24, 2021

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, Glenn Gordon, Knud Kirkegaard, Terry Bohlen, Jeff Robertson

1. 7:00PM Call to Order/Roll Call

Called to order at 7:00PM

TB__P__JR__P__GG__P__KK__P__BS__P__ (P-Present, A-Absent)

Six public attended

2. PLEDGE OF ALLEGIENCE

3. ADOPTION OF AGENDA

MOTION to adopt Agenda for May 24, 2021 Regular Meeting of the Board of Directors

Motion: KK Second: TB

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

Agenda adopted without changes

4. ADOPTION OF MINUTES

MOTION to adopt Minutes from April 26, 2021 Regular Meeting

Motion: BS Second: KK

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

Minutes adopted with changes

5. COMMITTEE REPORTS:

a. FINANCE REPORT

Director Kirkegaard

Report by Director Kirkegaard – Reported finance as of the end of April. Reviewed assessment district, Profit & Loss and balance sheet.

b. AIRPORT MANAGER REPORT

Manager Cooksy



Report by Manager Cooksy - Fuel sales are 16% over last year – Thanks to Victor Garcia for arranging bull dozing fire break and at south end. - David Becker looking at electric grinder for grinding off 'Xs' off Boeing. Gas ones hard to find. – Fuel system: Still have leaks in access for tank 1 (sounding ground to access vault). County permit to operate system extended 30 days at a time as finding a contractor is challenging. Once repaired, leak test conducted with county observing. Still have pressurization issue on pump #2.

c. UPDATE ON PROCUREMENT AND CONTRACTS Skaggs/Cooksy

RFP for fuel system – (Above ground system study) Director Skaggs checking status of contractor (Note: Contractor provided study status about a week later)

Search for fuel system repair contractor – Contractors are very busy some not taking new business, have two potential contractors, work not yet scheduled.

d. VOLUNTEER SERVICE REPORT Director Skaggs

May-175 hours

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 Kurywchak asked for a letter from CPAD approving Cops. Rodders for this year, similar the approval letter for 2019 (2020 was cancelled). Dan advised that nothing as far as layout and plans changed from last time. Board advised Dan that a letter from Cops & Rodders was needed stating that there were not changes is needed.

6. OLD BUSINESS:

- a) Review options for painting TAXI designation on Boeing, Board to provide guidance on how to proceed
Grinding 'X's off discussed. Manager Cooksy provided information from contractor who came out to evaluate. Preference is to have 'TAXI' professionally painted to ensure it looks good.
- b) Report from I&F committee on their budget and income recommendations – I&F Committee needs more members and people to attend. – Finalizing recommendations for airport budget and street maintenance program.
- c) Discuss possible content and scheduling of public meeting on District financial issues
Charts for public meeting will have supportable numbers and graphics, a few pages in length. Part of a public meeting, not a board meeting. Allow discussions and going through each item. Want to have a face-to-face meeting before the end of June.
- d) Golf cart is for sale, bids start at \$300, June 7 close, highest bid gets it
Includes charger



7. NEW BUSINESS:

a) Review best approach to initiate District policy and procedure for managing vehicular traffic rules of operation, including but not limited to:

- i.) Legal counsel consultation
- ii.) Existing Signage
- iii.) Additional Signage
- iv.) Right of Way
- v.) Speed limits
- vi.) Enforcement
- vii.) Fines

David Becker noted issue which agency has traffic jurisdiction in the airpark, El Dorado County Sheriff or California Highway Patrol. California Attorney General in a non-binding opinion, says the county does. However, the county deeded the rounds to CPAD. Suggested CPAD consider a policy and enter into our won Memorandum of Understanding. Meet with CHP and Sheriff to see if they want to. Process will take about 18-months.

Motion in agenda changed to:

Motion to authorize counsel to outline process and fee estimate

Motion: Second:

TB__Y__JR__Y__ GG__Y__ KK__Y__ BS__Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

Motion below changed to the one above.

MOTION to approve Resolution to establish vehicular traffic rules of operation:

Motion: Second:

TB__ JR__ GG__ KK__ BS__ (Y-YES, N-NO, A-Abstain, /-Absent)

Plan for additional signs: Additional speed limit and no parking signs. Need count and location. Glenn Gordon to lead.

b) Discuss Board action related to District voter proposal for November ballot measure.

From Phil Albee:

” Add to general board meeting agenda: To increase the annual homeowner fees from \$300.00 per year to \$600.00 per year, per parcel. I feel that this proposal would pass and the home owners would support it. It would increase annual revenue approximately \$36,000.00 and should be divided 50 / 50 between the Airpark and the



Airport. Additionally, a fair funding schedule should be addressed for the airport users on the East side of the Airport. From what I understand, the proposal can be voted on in the next election as long as it is submitted in June, so time is of the essences to submit a proposal, if additional funding is truly a concern.”

Phil Albee: Can take wording from Measure P and change the amount to \$300 per year.

Director Skaggs noted that fees from the east side of the airport, not on CPAD property was explored and there is not feasible way to do it. Cannot assess fees for additional airplanes on private property. New rules require that we determine the impact of one airplane flying out the airport and can only charge up to that. Spent two hours on the phone with a consultant company that works with special districts. Would need a professional company to document. Would cost more than the fees raised.

Discussion: The law requires that the board provide a 45-day notice and two regular board meetings to approve and we are already late for the November ballot. Question for the board is this worth doing and who is going to lead it?

Director Bohlen pointed out that the proposed amount does not meet the minimum need to keep the airport operating. We got lucky this year with CARES money, that will not be there next year. Phil Albee noted that some is better than none. Manager Cooksy said it may be time to face the facts, maybe meet in the middle – stop obstruction migration and save \$30k to \$40K, and not have night ops. Need fuel? Need to embrace where we live and this is long overdue.

County cannot accept a measure until it is adopted by the board.

Suggested that this measure can be on future ballots, November 2022.

Director Skaggs noted that when the board work Measure P there was a polling of residents and the proposed amount was acceptable. However, it did not get the 2/3 majority. The board also declined to pursue another measure for the November 2021 ballot. Suggest that we do another straw poll to see if there is traction for this amount. Given the opposition to Measure P, need data to show if the amount was the problem.

Phil Albee said he as personally talked with 10 to 12 of the no voters and they would vote for this amount.

Director Skaggs – bring up at the budget workshop.

Suggestion is to continue, make this part of the budget meeting. Board agreed.

MOTION to _____? _____ proposed ballot measure.

Motion: _____ Second: _____

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

Motion tabled



c) Actions due to resignation of Airport Manager

WE NEED HELP!!!!!! We have nowhere near enough volunteers

i) Who will be responsible for doing and managing the following essential activities?
(this is only a start and more essential functions will be identified as we move along)
Tasks not identified or with no volunteers will not get done.

Obstruction Mitigation-Skaggs, Bohlen

Maintain landscape, mowing, brush clearing, spraying-Becker,

Fuel system- required daily monitoring and repair due to three year inspection failure-Kirkegaard, Robertson, Bohlen, Skaggs

24/7 coverage of phone-Robertson

Basic office tasks-check email, voicemail, take garbage out, deal with regular mail, restroom cleaning and supplies-Kirkegaard, Robertson

Check operation of lighting, AWOS, gates etc and initiate repairs-Bohlen

Complete financial tasks including tie down and hangar fee collection, paying bills, etc.-

Monitor and support financial Audit-

Manage tie down and hangar leases-

Initiate and close NOTAMS-Bohlen, Albee

Interface with regulatory agencies-Skaggs

Follow up on contracts for fuel system repair and RFP for Fuel-Skaggs

Response list for emergencies on the airport-Albee

ii) Selection committee volunteers are all Board members, how can we conduct business?

iii) Discuss need to update liability releases for all volunteers, establish sign up sheet to identify who has done what, enforce equipment training, condition checks, security

iv) Key access to equipment and office

Director Skaggs thank Manager Cooksy

8. ADJOURNMENT

NEXT REGULAR MEETING: June 28, 2021

Adjourned at 8:45 PM