



CPAD BOARD REGULAR MONTHLY MEETING – November 25, 2024  
AGENDA – PENDING  
**IN-PERSON MEETING**  
**IN ROBERTSON'S HANGAR - 3188 BONAZA DRIVE**

**Directors: Chris Cockrell, Greg Wright, Mark Eagar,  
Jeff Robertson, and Terry Bohlen**

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

CC \_\_\_ GW \_\_\_ ME \_\_\_ JR \_\_\_ TB \_\_\_ (P-Present, A-Absent)

PLEDGE OF ALLEGIANCE

**2. ADOPTION OF AGENDA**

**MOTION** to adopt Agenda for the November 25, 2024 Regular Meeting of the Board of Directors

Motion:      Second:

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

**3. ADOPTION OF MINUTES**

a) **MOTION** to adopt Minutes from the October 28, 2024 Regular Meeting of the Board of Directors

Motion:      Second:

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

**4. COMMITTEE REPORTS:**

a. FINANCE REPORT Director Cockrell

October 2024 financial report.

b. AIRPORT MANAGER REPORT Manager Coutches

- Fuel Sales October: 5,302 gals (Tank #1: 2,083 gals, Tank #2: 3,219 gals). Fuel Delivery 11/19 with the new price being 5.549.
- Mowing Schedule: Stand-up mower has been used to clear the area along runway and around lights. I will be working around the rain to begin mowing the remainder of the field.



- c. UPDATE ON PROCUREMENT AND CONTRACTS Manager Coutches  
N/A

- d. VOLUNTEER SERVICE REPORT Director Bohlen

Since the last Board Meeting in February:-about 20 hours. Continued excellent support from resident volunteers!

Highlights: Board Meeting preparation, fuel sales, financial reporting, Runway Light Controller UPS Battery replacement.

5. **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.

**6. OLD BUSINESS:**

- a) Airport Layout Plan Manager Coutches
- Status: Follow-up emails have been sent repeatedly by myself and by our consultants to the FAA about the airports compliancy issues. On 11/21 we finally received a notice that our Through the Fence Agreement was being reviewed by compliance.
- b) Obstruction Mitigation Update Director Bohlen
- Status – No changed. Identification of trees in process.
- c) Maintenance Director Eagar
- Status and Work Parties.
- d) CPAD Policy Updates Director Bohlen
- Status deferred to next board meeting.

**8. NEW BUSINESS:**

- a) **Swearing in New Board Members Schedule:** Chris Cockrell, Tina Robertson and John Cook
- Discussion: 1) El Dorado County Elections expects to have the county wide elections results certified (including CPAD) by December 3<sup>rd</sup>. 2) CPAD Board terms for Directors Jeff Robertson, Chris Cockrell (originally appointed) and Terry Bohlen, expire on December 6<sup>th</sup>, 2024. 3) If new members are not sworn when the above terms expire, there will not be a board quorum until the new board member are sworn in. In the unlikely event of a emergency event, official



board action would be delayed until there is a quorum. 4) To avoid a gap in having a board quorum after December 6<sup>th</sup>, and the next regular meeting in January 2025, a special board meeting on December 6<sup>th</sup> is proposed to swear in the new board members.

**Swearing in and Transition Process:**

Director Bohlen, as President, will administer the Oath of Office to the new board members, followed by signing the El Dorado County Certificates of Election and Oath of Office, then hand over of the gavel to the Vice President, Director Eagar. Director Eagar will act as president until the January board meeting.

With the swearing in and signing on the certificates, the elected board members are directors, and Director's Robertson and Bohlen terms on the board ends.

At the Regular January Board Meeting on January 27, 2025, per CPAD Policy 1.2.3.1 Board Position Elections, the Board President, Vice president, Treasurer and Secretary are elected or reelected to office. The election is always the first item of business on the agenda before New Business. Director Eagar as Vice President will chair the meeting. The newly elected officers assume their roles immediately.

Election of an officer requires a majority vote of the Board just like a normal motion. Nominations or volunteers may be accepted by the chair in an informal fashion, but a specific motion must be made and voted upon to finalize the decision of the Board for each position. No one Board member may hold more than one position.

**MOTION** to hold a Special Board Meeting on Friday, December 6<sup>th</sup>, at 7:00pm to swear in the new CPAD Board of Directors Members (Chris Cockrell, Tina Robertson and John Cook)

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

b) **Notice:** AWOS Upgrade Status and need for Special Board Meeting

Discussion: The FAA has approved the location of the AWOS-3, the same location as the current AWOS. Mesotech has provided a quote to upgrade the AWOS to provide visibility and cloud/ceiling data. Cameron Park Airport Foundation (CPAF) has collected donations to fund the purchase and installation of the new equipment with Mesotech is honoring their previous price. CPAF would provide a grant to CPAD with CPAD contracting Mesotech. CPAF is finalizing the grant, and a Special Board meeting will be needed to provide a timely response to Mesotech.

c) **MOTION** to approve cancelling the December Regular Board Meeting, with the next Regular Board Meeting on January 27, 2025.

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



**9. NEXT REGULAR MEETING:** January 27, 2025

**10. ADJOURNMENT**