



CPAD BOARD REGULAR MONTHLY MEETING - January 23, 2023
MINUTES – APPROVED
IN-PERSON MEETING
IN GORDON'S HANGAR 3204 WESTERN DRIVE

Directors: Diane Shariff, Greg Wright, Mark Eagar, Jeff Robertson, and Terry Bohlen

1. 7:00PM Call to Order/Roll Call Called to Order: 7:02

DS P GW P ME P JR P TB P (P-Present, A-Absent)

Public Attendees: 10

****Dave Becker reviewed new state rules for meeting attendance. Requires reason for "ZOOM" attendance. 2 per year max**

Just Cause

Emergency

2. PLEDGE OF ALLEGIENCE TB

3. ADOPTION OF AGENDA

MOTION to adopt Agenda for the January 23, 2023 Regular Meeting of the Board of Directors

Motion: TB **Second:** JR

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

4. ADOPTION OF MINUTES

MOTION to adopt Minutes from the Nov 28, 2022 Regular Meeting of the Board of Directors

Motion: TB **Second:** DS

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



5. COMMITTEE REPORTS:

a. FINANCE REPORT

Director Shariff

November and December 2022 financial report

Director Shariff presented financial report in a new summary graphical format which was well received with some suggested minor changes.

b. AIRPORT MANAGER REPORT

Manager Couthes

- Submitted Weather Camera Suggestion to FAA
 - I was made aware by Phil Albee that the FAA is looking to install weather cameras around California. In the form recommended areas around Cameron Park to provide support for fogged in airports as well as a way to accurately report smoke in the summer months.
- Weed Whacked Tie-Down Area
- Audit material submitted to auditors
- Contract Neighborly Pest Control for \$385.00 initial and \$240 per month to address rat problem
 - Rat droppings and tracks found in multiple hangars. Contracted pest control before the problem started affecting aircraft. Neighborly performs most of the pest control in the area as well as other airports. So far caught one rat and will change number of traps and service schedule as time progresses.
- New Year's Day Cleared remaining debris on runway. Thank you to Mike Bigler, Terry Bohlen, and Knud Kirkegaard for clearing the initial debris on New Year's Eve.
 - Large branches, trash, and part of the guard rail by the creek.
- Hand pumped water out of manways in tank area.
 - Manways are now clear, alarms are green, and sumps came back clear of water.
- Contracted Doug VeerKamp General Engineering Inc. with approval of Terry Bohlen and Mark Eagar to shore up embankment of creek next to Hangar 8. Total cost \$8739.63
 - Concern that more rain and creek water would expose the hangar's foundation. VeerKamp was across the street



already shoring up the offices, gave me a free estimate and was able to complete the work the next day. Veerkamp is also a local company in Cameron Park and has done work for other airport residents with positive endorsements.

- Inspected Solar obstruction light on hillside with Mark Eagar.
 - Determined the battery is failing and will need to be replaced. Need to schedule a time.
- Attended group meeting with Lawyer Tania Colderbank about Government Tort Claim to file against the county
 - Local group of residents and business owners contacted a lawyer to represent them in the claim and if it comes to it lawsuit. Will pursue with her if board members believe we should.
 - *******Counsel advised against joining in this suit and recommended a “go slow and monitor progress” approach.**
- Airport Signs Order
 - Fuel signs and Transient Parking signs which are compliant with the FAA.
- Street signs ordered
 - New “Stop” signs to replace the faded and missing. “No Parking” signs to be placed by a work party as a deterrent.

c. UPDATE ON PROCUREMENT AND CONTRACTS

Manager Coutches

1. Veerkamp – Shoring up south creek bank next to Hangar 8

d. VOLUNTEER SERVICE REPORT

Director Bohlen

No report from Director Bohlen, however, Manager Coutches wanted to thank Marion, Steve, and Phil for their assistance.

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.
No Comments from the public.

7. OLD BUSINESS:

- a) Street Safety Lease Ad-Hoc Committee

Director Bohlen

- Status report



- b) Obstruction Mitigation Update Director Bohlen
 - No update
- c) Airport Pickup Truck Donation Director Bohlen
 - Now in use
- d) Language in non-commercial hangar lease agreements for future leases Director Bohlen
 - Deferred to February Board Meeting
- e) T-Hangars airport access Fee & Payment Plan Director Bohlen
 - Letter in work, approval deferred to February Board Meeting
- f) Initiation of new Ad-Hoc Committees Director Bohlen
 - Deferred to later Board Meeting
 - **Director Eagar volunteered to lead the adhoc group for developing a maintenance program for CPAD equipment**
 - **Director Wright volunteered to lead the adhoc group for street maintenance.**

8. NEW BUSINESS:

a) Board Position Elections. In compliance with CPAD Policy 1.2.3.1, Election Procedure

1. The Board President, Vice president, Treasurer and Secretary are elected or reelected to office in the first general meeting of every calendar year. In the event of a vacancy, the vacancy will be filled at the first possible general meeting.

2. The election is always the first item of business on the agenda before New Business. If neither the previous Board President or Vice President is present, as might happen in a newly elected Board, one Board member is informally chosen at the beginning of the meeting to chair the meeting. The newly elected officers assume their roles immediately.

3. 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.

President

Nomination(s): **Terry Bohlen**

Elected: **Terry Bohlen**



Treasurer

Nomination(s): **Diane Shariff**

Elected: **Diane Shariff**

Secretary

Nomination(s): **Jeff Robertson**

Elected: **Jeff Robertson**

- b) **MOTION** to retroactively approve Emergency purchase of construction service to shore-up creek bank next to Hangar 8 in the amount of \$8739.63.

Discussion: Briefing Chart Package has background, rationale, relevant CPAD Policy, and photos.

Motion: JR Second: GW

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

- c) **MOTION** to approve recommended proposed County Ordinances for our Joint-Use Streets

Discussion: Lengthy discussion by the board and public attendees. The submission process was discussed by counsel. Motion was made to have a public forum dedicated to this topic prior to the next regular board meeting.

Motion: TB Second: JR

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

9. NEXT REGULAR MEETING: February 27, 2023

10. ADJOURNMENT 9:04