



**CPAD BOARD REGULAR MONTHLY MEETING - MAY 22, 2023**  
**AGENDA – APPROVED**  
**IN-PERSON MEETING**  
**IN GORDON’S HANGAR 3204 WESTERN DRIVE**

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

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

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

**2. PLEDGE OF ALLEGIENCE**

**3. ADOPTION OF AGENDA**

**MOTION** to adopt Agenda for the May 22, 2023 Regular Meeting of the Board of Directors

**Motion: Second:**

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

**4. ADOPTION OF MINUTES**

a) **MOTION** to adopt Minutes from the April 24, 2023 Regular Meeting of the Board of Directors

**Motion: Second:**

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

**5. COMMITTEE REPORTS:**

a. FINANCE REPORT

Director Shariff

April 2023 financial report

b. AIRPORT MANAGER REPORT

Manager Coutches

- April Fuel Sales: 3364 Gallons. 13% increase compared to last year
- Meeting with Supervisor George Turnboo. In support of the airport, but we need meeting with CHP
- Crafted Letter to Charle Langdon for Usage Fee for T-Hangars. Waiting for his comments
- Crafted Rent Increase schedule for CPAD Hangars based on April CPI. Will be discussed later.
- Sprayed and cleared hangar, fuel pit, and tie-down areas
- Work Parties in both April and May cleared runway lights and wind tee, replaced “No



Parking” \_and “Stop” \_signs in the airpark, and preformed prevenative maintenance on South Gate

- Update on SB 720: abandon the current language requiring airport environmental reporting for those with “50,000 takeoffs” per year and will focus on “Green Aviation Fuels” support

c. UPDATE ON PROCUREMENT AND CONTRACTS Manager Coutches

- Contract with Paul Posz for mowing: \$1,000.00 flat rate fee for the mowing, with added cost of fuel (to be determined based on receipts from local fuel stations), and the potential added reimbursment (if necessary) for replacement of tractor tire/tires in the event some unknown hazard damages tire beyond repair

d. VOLUNTEER SERVICE REPORT Director Bohlen

January: 31 hours by 8 volunteers, February: 29 hours by 6 volunteers, March: 28 hours by 6 volunteers, April: 29 hours by 6 volunteers, May: 59 hours by 14 volunteers

176 hours total

Highlights included: Replacing batteries on lower obstruction light, two work parties: mowing and trimming around runway lights, replacing most traffic signs in airpark, maintence on North and South Gates.

Great support by our volunteers!

**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.

**7. OLD BUSINESS:**

- |    |   |                 |
|----|---|-----------------|
| a) | Street Safety Lease Ad-Hoc Committee                                    | Director Bohlen |
|    | • Status report – Meeting with EDC Supervisor                           |                 |
| b) | Obstruction Mitigation Update   | Director Bohlen |
|    | • Meeting with Kevin Cooksy, with resulting actions                     |                 |
| c) | Language in non-commercial hangar lease agreements for future leases    | Director Bohlen |
|    | • Part of lease renewal under new business below                        |                 |
| d) | T-Hangars airport access Fee & Payment Plan                             | Director Bohlen |
|    | • Letter in review by Charlie , approval expected at June Board Meeting |                 |
| e) | Maintenance   | Director Eagar  |
|    | • X   |                 |
| f) | Street Maintenance  | Director Wright |
|    | • x   |                 |



NEW BUSINESS:

- a) **MOTION** approve aircraft storage lease language for lease renewals (non-commercial hangar and tie-downs)

Discussion:

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

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

- b) **MOTION** approve hangar lease base rent increase

Discussion:

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

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

9. **NEXT REGULAR MEETING:** June 26, 2023

10. **ADJOURNMENT**

DRAFT