



**CPAD BOARD REGULAR MONTHLY MEETING – May 23, 2022**  
**MINUTES – PENDING**

**IN-PERSON MEETING**  
**IN GORDON'S HANGAR 3204 WESTERN DRIVE**

Directors: Diane Shariff, Glenn Gordon, Knud Kirkegaard, Jeff Robertson, and Terry Bohlen

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

**Public: 13    Time: 7:02**

DS A GG P KK P JR P TB P (P-Present, A-Absent)

**2. PLEDGE OF ALLEGIENCE TB**

**3. ADOPTION OF AGENDA**

**MOTION** to adopt Agenda for May 23, 2022 Regular Meeting of the Board of Directors

**Motion:** JR    **Second:** KK

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

**4. ADOPTION OF MINUTES**

**MOTION** to adopt Minutes from April 25, 2022 Regular Meeting of the Board of Directors

**Motion:** KK    **Second:** TB

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

**5. COMMITTEE REPORTS:**

a. FINANCE REPORT

Director Kirkegaard

April financials  
Assessment District

**Director Kirkegaard reviewed all of the current financial reports. There were no questions raised and no issues during the presentation.**

b. AIRPORT MANAGER REPORT

Manager Coutches

Hanger Door maintenance / repair status    **All current hangar maintenance is completed.**



Fuel tank interior visual inspection report: **Fuel inspection report was delivered. No major issues with the tanks. Reports to be sent to insurance company.**

Other repairs: **Several runway lights were replaced**

Fuel: **Gallons sold down 45%.**

Airport sign installation

Grass/weed cutting: **Mowing has already started.**

c. UPDATE ON PROCUREMENT AND CONTRACTS

Manager Coutches

Tanknology tank inspection - **Previously covered**

d. VOLUNTEER SERVICE REPORT

Director Bohlen

Since the last Board Meeting in April -about 152 hours by 17 volunteers/ Continued excellent support by resident volunteers!

Highlights: Runway light repairs, gate repairs, mower training, mowing airport grass, revised draft financial charts for public information meetings, Risk Management Ad-Hoc Committee Meetings, Tenant Lease Update Ad-Hoc Committee preparation, Board Meeting preparation.

Special thanks to Mark and Joe Eagar repairing runway lights, David Becker conducting mower training and tractor servicing, Greg Wright and Perry Johnson tractor repair, Alex Erdman, Don Bradley and Knud Kirkegaard for installing, configuring and testing new Wi-Fi system for computer, phones and cameras.

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 public comments**

7. **OLD BUSINESS:**

- a) Tenant Lease Update Ad-Hoc Committee Report Director Robertson  
Progress on hangar and tie-down rents and lease updates, leading to recommendations to the Board. **Lots of discussion on the recommended rates. How LLCs leasing hangars will be handled. Agreed to 60% of original LLC members on lease required to hold the hangar.**
- b) Fuel System Replacement Ad-Hoc Committee Report Director Bohlen  
Next meeting being schedule for week of May 23. Meeting will review tank inspection report and Point of Sale (POS) risk.
- c) Risk Management Ad-Hoc Committee Director Shariff  
Status report: **No update**



d) Audit status: Report and CPAD response Director Kirkegaard  
**Several small changes were directed by the audit. Nothing major.**

e) Obstruction Mitigation Update Director Bohlen  
**No update**

f) OLD BUSINESS ON HOLD  
 1. Update from Dave Becker on street jurisdiction process.  
**On hold until Fall 2022 per Dave.**  
 2. Minimum letter size for painting TAXI on each end of Boeing, status-  
**On hold until discussed with Caltrans. Meeting TBD.**  
**Director Bohlen**

**8. NEW BUSINESS:**

a) OPEN BOARD SEATS: 2020 Director Bohlen

Announcement and notice of three open Board positions for November 2022 General Election. Candidates need to obtain forms beginning July 18 and file to El Dorado County Elections Office by August 12 to be on the Ballot. Contact CPAD office for further information.

From El Dorado County Elections Department:

“The names of offices for which candidates may be nominated are as follows:

Three Full Terms to be elected will Expire 12/02/2022  
 (Incumbents) Knud Kirkegaard and Glenn Gordon  
 (Appointed incumbent) Diane Shariff

The qualifications of a nominee and of an elective officer of the district are as follows:

Registered Voter within the District

Declaration of candidacy forms for eligible candidate desiring to file for any of the elective offices may be obtained from the Elections Department at 2850 Fairlane Court, Placerville, CA. Forms shall be available commencing on July 18, 2022, before the election, and shall be filled with the Elections Department, in person no later than 5:00 p.m., August 12, 2022, before the election.”

b) **MOTION** to adopt revised CPAD owned hangar and tie-down rent and lease rates recommended by the Tenant Lease Update Ad-Hoc Committee.

Discussion:

**Motion: TB Second: GG**

**DS \_\_\_ A \_\_\_ GG \_\_\_ Y \_\_\_ KK \_\_\_ Y \_\_\_ JR \_\_\_ Y \_\_\_ TB \_\_\_ Y \_\_\_ (Y-YES, N-NO, A-Abstain, /-Absent)**



- c) **MOTION** to adopt CPAD Resolution 2022-01 to add a special tax increase measure to November 8, 2022 General Election Ballot

Discussion:

**Motion: JR Second: TB**

DS\_\_ **A** \_\_ GG\_\_ Y \_\_ KK\_\_ Y \_\_ JR\_\_ Y \_\_ TB\_\_ Y \_\_ (Y-YES, N-NO, A-Abstain, /-Absent)

- d) Cops & Rodders Event – CPAD authorization for us of airpark streets.

**MOTION** to authorize use of airpark streets for the 2022 Cops and Rodders event.

Discussion

Review of letter from the California Highway Patrol, requesting use of the airpark streets.

**Motion: TB Second: GG**

DS\_\_ **A** \_\_ GG\_\_ Y \_\_ KK\_\_ Y \_\_ JR\_\_ Y \_\_ TB\_\_ Y \_\_ (Y-YES, N-NO, A-Abstain, /-Absent)

**8. ADJOURNMENT NEXT REGULAR MEETING:**

**June 27, 2022**

Adjourned 8:45