



CPAD BOARD REGULAR MONTHLY MEETING - MAY 22, 2023
MINUTES – FINAL
IN-PERSON MEETING
IN GORDON'S HANGAR 3204 WESTERN DRIVE

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

1. 7:04 PM Call to Order/Roll Call Public Present: 6

DS_P GW_A ME_P JR_P TB_P (P-Present, A-Absent)

2. PLEDGE OF ALLEGIANCE TB

3. ADOPTION OF AGENDA

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

Motion: JR Second: DS

DS_Y GW_ / ME_Y JR_Y TB_Y (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: TB Second: DS

DS_Y GW_ / ME_Y JR_Y TB_Y (Y-YES, N-NO, A-Abstain, /-Absent)

5. COMMITTEE REPORTS:

a. FINANCE REPORT

Director Shariff

April 2023 financial report

On Track YTD

Fuel Sales Up

Budget for next year coming up soon.

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!

e. Ordinance Enforcement.

Dave Becker is point of contact with CHP. CHP is very receptive to enforcement in the airpart and will begin education of officers. Expect CHP presence in the Airpark soon with Cruisers and Radar units very soon.

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.

** Dan (FOCA) Props, Cops and Rodders will be Spet 30, 2023. Access letter should be presented during the next CPAD Board Meeting.

** Dave Becker brought up the issue of aircraft movements in the residential area during Summer Spectacular. Manager Coutches to coordinate pre-positioning and closure times.

** Dave Becker is re-defining role as counsel for CPAD. Request CPAD scope work and meet with him.



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
 - Director Eagar gave a review of signage upgrade project so far as well as review of South gate repairs and findings.
 - Dave Becker volunteered to give Crack Filling Machine training .
- f) Street Maintenance Director Wright
 - No update.

NEW BUSINESS:

- a) **MOTION** approve aircraft storage lease language for lease renewals (non-commercial hangar and tie-downs)
 Discussion: **Reviewed draft document and made several “red line” corrections. Motion to pass with corrections made.**

Motion: TB Second: ME

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

- b) **MOTION** approve hangar lease base rent increase
 Discussion: **After discussion, opinion was proposed increases to hangar rentals was in line. Currently have 40 people on waiting list.**

Motion: TB Second: JR

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

9. NEXT REGULAR MEETING: June 26, 2023

10. ADJOURNMENT 8:41