



**CPAD BOARD REGULAR MONTHLY MEETING – FEBRUARY 26, 2024**  
**MINUTES– APPROVED**  
**IN-PERSON MEETING**  
**IN ROBERTSON’S HANGAR - 3188 BONAZA DRIVE**

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

**1. 7:01 PM Call to Order/Roll Call**

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

**Public Present: 6**

**2. PLEDGE OF ALLEGIANCE TB**

**3. ADOPTION OF AGENDA**

**MOTION** to adopt Agenda for the February 26, 2024 Regular Meeting of the Board of Directors

**Motion: TB Second: JR**

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

**4. ADOPTION OF MINUTES**

a) **MOTION** to adopt Minutes from the January 22, 2023 Regular Meeting of the Board of Directors

**Motion: TB Second: GW**

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

**5. COMMITTEE REPORTS:**

a. **FINANCE REPORT**

Director Bohlen

January 2024 financial report

Director Bohlen presented an indepth review of airport financial health.

b. **AIRPORT MANAGER REPORT**

Manager Coutches

- Fuel Sales Jan: 2828 Gals. Up 25% from 2023.
- Fuel Delivery 2/21, new fuel price \$5.20
- Audit Completed: Copies will be made available to the Board



- Cal Trans Report: Threshold lines have been repainted. Windssocks replaced. New RWY 13 threshold lights have been ordered.
- New car port has been constructed by volunteers for the tractor.
- 414 owners will be removing aircraft to be scrapped. We will be receiving our transient fees before the aircraft is removed in March.

c. **UPDATE ON PROCUREMENT AND CONTRACTS**

Manager Coutches

N/A

d. **VOLUNTEER SERVICE REPORT**

Director

Bohlen

Since the last Board Meeting in January:-about 72 hours. Continued excellent support by resident volunteers!

Highlights: Board Meeting preparation, fuel sales, financial reporting, and Tractor cover assembly and installation.

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.

- Julie Bohlen voiced suggestions of upgrading Airpark entrance.
- Phil Albee made suggestions of road/airport crack filling timing/material.
- Dan provided a FOCA activity update as well as suggesting grant opportunities.
- Suggestion made to sell equipment that will no longer be used by CPAD (eg. Mowers and attachments)

7. **OLD BUSINESS:**

b) Airport Layout Plan

Manager Coutches

- Status: Exhibit A Completion, need RTTF Agreement before sending to Brandley

a) Obstruction Mitigation Update

Director Bohlen

- Status – Identification of trees in process



- b) T-Hangars airport access Fee & Payment Plan Manager Coutches
  - Status: Invoices sent out. Waiting on 3 hold outs.
- c) Maintenance Director Eagar
  - Status and Work Parties
- d) Street Maintenance Director Wright
  - The last bid came in at \$225K which is inline with other bids that CPAD has received.
- e) CPAD Poilicy Updates Director Bohlen
  - No update
- f) Soda & Water Vending Machine Agreement Director Bohlen
  - Company advised, no update

**8. NEW BUSINESS:**

- a) **Props, Cops & Rodders Event** – CPAD authorization for us of airpark streets on September 28, 2024.

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

**MOTION** to authorize use of airpark streets for the 2024 Cops and Rodders event, and to send agreement.

Motion: TB      Second: GW

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

- b) **Hangar 8 Lease Amendment (Foothill Flight Center)** – Amend Hangar 8 lease agreement to allow subletting storage of non-flight school aircraft for the remainder of the lease.

Discussion: One of the Foothill Flight Center owners is opening a larger flight school at another airport, taking one of the training airplanes, opening up space for one to two additional airplanes that could be hangered. The current lease does not provide for storage of non-flight school aircraft not owned by Foothills. Request is to amend the lease to allow subletting of aircraft not owned by Foothills to be stored in Hangar 8.

\* Director Bohlen presented prepared powerpoint draft proposal .



- \* Board discussed pro's and con's of proposal.
- \* Question presented on whether sublet aircraft would be subject to airport use fees as are the T-Hangers
- \* Due to numerous issues, the board decided to table the discussion until the March CPAD Board meeting.

**MOTION** to authorize amendment to the Hangar 8 Lease Agreement to allow subletting for the remainder of the Hangar 8 lease

Motion:                      Second:

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

**ITEM TABLED UNTIL MARCH CPAD BOARD MEETING FOR FURTHER RESEARCH AND DISCUSSION.**

**9. NEXT REGULAR MEETING:** March 25, 2024

**10. ADJOURNMENT    9:03**