



CPAD BOARD REGULAR MONTHLY MEETING – April 25, 2022
MINUTES– APPROVED

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 Called to Order: 7:01 Public Attendees:13

DS__P__ GG__A__ KK__A__ JR__P__ TB__P__ (P-Present, A-Absent)

2. PLEDGE OF ALLEGIENCE

3. ADOPTION OF AGENDA

MOTION to adopt Agenda for April 25, 2022 Regular Meeting of the Board of Directors

Motion: JR Second: DS

DS__Y__ GG__A__ KK__A__ JR__Y__ TB__Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

4. ADOPTION OF MINUTES

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

Motion: JR Second: TB

DS__Y__ GG__A__ KK__A__ JR__Y__ TB__Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

MOTION to adopt Minutes from March 23, 2022 Special Meeting of the Board of Directors

Motion: TB Second: DS

DS__Y__ GG__A__ KK__A__ JR__Y__ TB__Y__ (Y-YES, N-NO, A-Abstain, /-Absent)

MOTION to adopt Minutes from April 21, 2022 Special Meeting of the Board of Directors

Motion: JR Second: TB

DS__Y__ GG__A__ KK__A__ JR__Y__ TB__Y__ (Y-YES, N-NO, A-Abstain, /-Absent)



5. COMMITTEE REPORTS:

a. FINANCE REPORT

Director Kirkegaard

“ **Summary provided by Director Bohlen. No questions.**

“

b. AIRPORT MANAGER REPORT

Manager Coutches

Hanger Door maintenance / repair status

“ **Had a new cable issue on Hgr 8. All issues now fixed.**

“

Fuel sales & delivery

“ **3874 Gallons sold in April. - 7%**

“

Fuel tank interior visual inspection

“ **Covered later.**

“

Other repairs

“ **Gate issues on both North and South gates. Adjustment made to get them to work, but investigating long term fixes (suspect needing different wire type) Phil and Dan both stated they may have the wiring required.**

“

Brush pile burning

“ **Only a couple small piles remain.**

“

Airport sign installation

“ **Dominic ready to start installation. Doesn't need a work party.**

“

Grass/weed cutting



“ Ready to start regular mowing. Volunteers needed.

“

c. UPDATE ON PROCUREMENT AND CONTRACTS

Manager Coutches

Tanknology tank inspection :

“ Inspection done. Waiting on report

“

d. VOLUNTEER SERVICE REPORT

Director Bohlen

Since the last Board Meeting in March -about 100 hours. Continued excellent support by resident volunteers!

Highlights: Cut airport grass, managed burn pile burning, revised draft financial charts for public information meetings, Risk Management Ad-Hoc Committee Meetings, Tenant Lease Update Ad-Hoc Committee preparation, Board Meeting preparation.

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.

“ Don Knights recommended CPAD start regular meeting with county to try to determine County’s view on O61. Try to determine what they would do if CPAD went bankrupt? Take over the airport or convert to housing? Other ?

“

7. **OLD BUSINESS:**

b) Tenant Lease Update Ad-Hoc Committee Report

Director Robertson

Ad-Hoc Committee formed with charter to evaluate and recommend to the Board updates to hangar and tie-down leases and fees.

“ No update



“

- b) Fuel System Replacement Ad-Hoc Committee Report Director Bohlen

Next meeting will review tank inspection report. Report pending.

“ **Awaiting tank inspection report.**

“

- d) Risk Management Ad-Hoc Committee Director Shariff

Report of the last meeting held April 20

1. **RV Parking Break-ins have occurred.**
2. **Looking into increased tie down lighting and possible camera monitoring.**
3. **Possible new gate card system using flight school system. Would allow tracking of in/out by card number and would eliminate issue with “ghost cards”.**

“

“

- g) Update from Dave Becker on street jurisdiction process. David Becker

“ **Defer until next Fall.**

“

- h) Audit status Director Kirkegaard

“ **No update**

“

- j) Obstruction Mitigation Update Director Bohlen

No update

- k) Minimum letter size for painting TAXI on each end of Boeing, status- Director Bohlen

On hold until discussed with Caltrans. Meeting TBD.

8. NEW BUSINESS:



a) Summer Spectacular Parking – The Cameron Park Community Services District (CPCSD) sent CPAD a letter requesting permission to use Baron Court and Boeing Road for parking at no charge to the CPCSD or those attending the event.

André Pichly, CPCSD General Manager will be attend the Board meeting to present and address questions.

“ CPCSD Manager Pichly gave a brief overview of the return of Summer Spectacular and requested board approval for Airpark Parking on Boeing and Baron Court. Board requested CPAD be named on event insurance. Recommended staffing increase for parking assistance well above numbers briefed.

“

MOTION to approve CPCSD request use Baron Court and Boeing Road for Summer Spectacular parking

Discussion

Motion: TB **Second:** JR

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

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

MOTION to authorize use of airpark streets for 2022 Cops and Rodders event contingent upon CPAD accepting pending documents defining the event and insurance.

Discussion

“ Dan from FOCA discussed current situation and timing of event in relation to Reno Air Races and Capitol City Airshow. Event scheduled for Sept 24, 2022. Waiting on a letter requesting used of Airpark streets for the event.

Board tabled vote until letter is received.

“

Motion: **Second:**

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

c) Sierra Nevada Flight Instruction operating out of 3216 Boeing.



MOTION to direct CPAD Counsel to prepare a letter regarding rules enforcement and to direct enforcement of applicable rules where violated.

Discussion

“ Tabled vote pending legal guidance on jurisdiction and speaking with residents with complaint.

“

Motion: Second:

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

d) Proposed Ballot Measure Amount for Information Package– CPAD is considering preparation of ballot measures for the November 2022 General Election. Such ballot measures will determine whether District property owners wish to adjust special tax to sustain the airport and streets. The Information Package provides details on the proposed ballot measure in advance of a public meeting scheduled for May 16.

MOTION to approve recommended ballot measure amount of TBD dedicated to the Airport and TBD dedicated for the Streets, for including in the Information package that will be posted, and distributed to District property owners in advance of the May 16 Public Meeting.

Discussion

“ Director Bohlen reviewed remaining timetable to get the measure on the November Ballot. Initial CPAD Recommendation for measure is to increase \$50/month from current level. \$25 to go to airport and \$25 to go to Airpark street maintenance.

“

Motion: TB Second: DS

DS_Y___ GG_A___ KK_A___ JR_Y___ TB_Y___ (Y-YES, N-NO, A-Abstain, /-Absent)

8. ADJOURNMENT NEXT REGULAR MEETING: May 23, 2022

Adjourned: 8:24 PM