



CAMERON PARK AIRPORT DISTRICT
BOARD OF DIRECTORS POLICY

Subject: CAPITAL PROJECT REQUEST FORM AIRPORT VEHICLE	Policy Number: ..
	Date Adopted:

FY: 2020

CAMERON PARK AIRPORT CAPITAL BUDGET-PROJECT REQUEST FORM (REVISED)

Project Name: Airport Vehicle(s): Lightweight/Compact 4X4 Pick Up Truck	
Rank priority: <input type="checkbox"/> Low <input type="checkbox"/> Medium <input checked="" type="checkbox"/> High	Date of Submittal: March 18, 2021
Project Manager: Kevin Cooksy	Date Approved by CPAD Board:
Budget Estimate: Not to exceed \$12,000, all inclusive <ul style="list-style-type: none"> • Pre-Buy: \$150.00 • Insurance \$1,200 per annum • Fuel \$600 per annum • Maintenance: \$500 per annum Registration + SMOG: \$120 per year + \$100 biannual SMOG	
Included in CIP Capital Plan: NO	
PROJECT TYPE (please select one classification from below)	
Consulting: <input type="checkbox"/>	Repair/Maintain: <input type="checkbox"/>
New Construction: <input type="checkbox"/>	Code or Infrastructure Deficiency: <input type="checkbox"/>
Staffing: <input type="checkbox"/>	Airport Support equipment
PROJECT JUSTIFICATION	
Project Description: <i>Describe the scope, location, equipment identification.</i> Operation and Maintenance of the airport requires several vehicle(s) uses, 1. Travel airport property for routine recurrent inspections, oversight of contractor/vendor work, frequent transport of field equipment and related materials (see #4, below: rock, brush, tools, parts) 2. Regular towing of deck mower and spraying equipment (4WD to navigate uneven terrain and in tight spaces) 3. Travelling off airport to bank, obtaining materials, disposing of material, County (Planning, Supervisors, EDC DOT), State (Caltrans, CalEPA) and CSD meetings, 4. Hauling brush and tree parts to burn pile locations on airport	



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5. Local travel in support of general District business

Best scenario is to acquire, a road-worthy compact pick-up truck. To date, CPAD has relied on a borrowed ATV/UTV to pull the airport's donated 60" deck mower. CPAD's sole vehicle, an aging electric gulf cart, is not road worthy and inadequate in both torques, range and capacity to fulfill any meaningful work application(s) except people transport. Reliance on the aging golf cart is proving untenable.

The superior usefulness of a light 4WD pick-up truck was demonstrated over several occasions in which CPAD borrowed a small pick-up truck for purposes of picking up equipment for the CalFire Growlersburg fire crew, making trips to the dump, moving larger equipment around the airfield (pulling the mentioned mower deck, moving walk-behind mowers from one end of the field to the other, taking large equipment in for service, etc.) was compelling.

Off airport trips currently require the use of a personal vehicle (usually the manager's) for necessary errands such as bank visits, parts pickup, debris removal, offsite meetings, etc.

Project Justification and Consequences of not funding: *Describe how this project furthers CPAD goals and the negative impact of not funding.*

The existing golf cart was decades old when donated to CPAD. It is under-powered, lacks adequate capacity to carry weight, has insufficient torque to pull equipment has limited and diminishing range per charge, and is increasingly unreliable (it has left an operator stranded some distance from the office despite a full charge). As such, loaned/borrowed ATVs have substituted on an occasional basis to undertake the mowing chores.

Personal vehicles are required for any hauling or off airport travel on CPAD business. The wear and tear on vehicles and tools of maintaining a 60-acre facility is not insignificant and should not routinely be the burden of airport donors. Moreover, there is no guarantee that loaned equipment will be available when needed; as such, significant time is wasted waiting on or arranging for its generous availability. It is incorrect to assume donor vehicles are readily available and that a donor is amenable to continued access to their personal asset(s) for routine and frequent high impact airport use. Repeated pleas for additional volunteer help have not resulted in any help, so CPAD has overstepped in some instances, becoming accustomed to repeat borrowing and excessive use of the same equipment.

It is a poor way to operate for CPAD to depend on borrowed equipment to perform routine recurring activities or expect the manager to use his personal vehicle without compensation.

Not funding this vehicle leaves us in the same situation which has resulted in the inability to complete critical activities, wasted time, deterioration of relationships, and forcing the manager at his expense to use personal equipment.



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<p>Project Schedule: <i>Describe the required schedule. Discuss implications of schedule delays.</i></p> <p>Grass and vegetation management is an ongoing, year-round requirement for maintaining the airfield. It is either the growing season, vegetation burning season, or wild-fire mitigation season. Without the necessary equipment to pull the mower, move brush and debris, CPAD is at risk of not only wildfire, but sanctions from CalFire and Caltrans Aeronautics Division. We are striving to keep the airport trimmed to try and meet or vision for it and avoid the associated negative impact an unkempt property will have on the adjacent residential properties. The airport’s trail mower is currently dependent on donated ATV/UTV resulting in wasted time and opportunities for mowing due to lack of a capable vehicle. A personal vehicle is required for the ongoing issue with off airport activities. The golf cart has neither the torque nor longevity to pull the mower deck; and is increasingly unreliable; occasionally failing without warning.</p>
<p>Linkages: <i>If this project triggers another project or is linked to others, describe below.</i></p> <p>This vehicle if multi-purpose covers off airport requirements, mowing, spraying, on airport hauling, and inspections. Without a viable/reliable work vehicle, the airport will continue to struggle with maintaining the airport grounds and infrastructure to an acceptable state. Vegetation will continue to grow largely unabated; trash and abandoned materials will continue to accumulate around the airport grounds and other temporary storage areas. Storage or deferred action for many of these instances will (does) cause issues with the airport’s compliance with hazardous materials and vegetation ordinances and create a generally run-down appearance.</p>
<p><i>Answer the following as they pertain to the project:</i></p> <ol style="list-style-type: none"> 1. What other alternatives to this project have been considered and why were they discounted? Loaned vehicles work but are dependent on their owners providing them when needed. Rented vehicles are time consuming to obtain and very expensive. Cost recovery for wear-and-tear on privately owned vehicles is not taken into consideration when borrowing the asset and, in hindsight, can create additional challenges for the airport in the form of liability and repairs. 2. Is this project expected to decrease/increase operating costs? <i>How and by how much? Increased operating costs for maintenance, and license fees. Already paying for liability insurance, may need comprehensive and collision coverage.</i> Increase Specific policy on the use and authorization to use this vehicle will have to be created and approved. Intent is that the vehicle is restricted to activities and uses of the District.
<p>CONTINUOUS OPERATION AND MAINTENANCE</p>
<p>Permits: Current and future Annual license and registration: \$150 per year</p>
<p>Insurance: Current and future Will need collision and comprehensive for any street legal / registered vehicle. Commercial vehicles are required to carry \$1M liability coverage. The owned-vehicle policy will be incremental to the District’s current non-owned</p>



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vehicle coverage; however, the premium (est. \$1200-\$1500/yr., highly vehicle dependent) will still be a component of the not-to-exceed amount.	
Inspections and Fees: Current and future None: Pre-buy: \$150; Biannual CA SMOG \$100.00 (budget \$50 per year)	
Maintenance: Describe, cost. Current and future Two oil changes, set aside for breakdowns estimated at \$125 per year	
Lifetime: 10 years	
PRIORITY (1-5)	
Impact: (1) necessary to keep up with maintenance and operations without dependence on loaned equipment	
Legal Requirements: (3) possible liability for injury or damage to others and to vehicle	
Safety: (3) Vehicle with towing capacity, seatbelts, etc.	
Hazard: (5) no impact	
Cost Benefit: (3) Owned vehicle avoids wasted time waiting for loaners, saves compensation for personal vehicle use	
Other: (1) Immediately available (as opposed to arranging borrowed vehicles) to complete small but important activities, such as a block of the mowing rotation, to maintain the property. Efficiency of finishing tasks will be greatly improved.	
PROJECT SUBMITTED By:	
Name: Kevin Cooksy	Date: 3/22/2021