



CPAD BOARD REGULAR MONTHLY MEETING – JANUARY 22, 2024
MINUTES – Approved
IN-PERSON MEETING
IN ROBERTSON’S HANGAR - 3188 BONAZA DRIVE

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

1. 7:08 PM Call to Order/Roll Call

Open ___ 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 January 22, 2024 Regular Meeting of the Board of Directors

Motion: TB Second: JR

Open ___ 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 November 27, 2023 Regular Meeting of the Board of Directors

Motion:TB Second:GW

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

b) **MOTION** to adopt Minutes from the December 18, 2023 Special Meeting of the Board of Directors

Motion: TB Second: ME

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

5. COMMITTEE REPORTS:

a. FINANCE REPORT

Director Bohlen

November & December 2023 financial report briefed by Director Bohlen.

NOTE: Verify accounting is apportioning incoming Measure J funding correctly.



b. AIRPORT MANAGER REPORT

Manager Coutches

- November Fuel Sales: 3033 gallons Down 13%
 - December Fuel Sales: 3659 gallons Up 68%
- CSD Meeting regarding CPAD's position regarding annexation of fire responsibility to either El Dorado Hills FD or County FD
- 1/18 Cal Trans Inspection: Some spot crack sealing, repainting hold short lines, replace windsocks. Overall positive inspection!

c. UPDATE ON PROCUREMENT AND CONTRACTS

Manager Coutches

TBS

d. VOLUNTEER SERVICE REPORT

Director Bohlen

Since the last Board Meeting in August, September, October and November:-about TBS hours. Continued excellent support by resident volunteers!

Highlights: Special and Regular Board Meeting preparation, fuel sales, financial reporting, North Gate repair.

Light shed door repaired by Director Eagar and Chris Silva. Thanks!

- 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.

** Phil Albee reminder board that pavement cracks should be repaired during the cold season before heat expansion .

7. Swearing in New Board Member: Chris Cockrell

Director Bohlen

Welcome to the CPAD Board!

8. Board Position Elections. In compliance with CPAD Policy 1.2.3.1, Election Procedure:

The Board President, Vice president, Treasurer and Secretary are elected or reelected to office in the first general meeting of every calendar year. In the event of a vacancy, the vacancy will be filled at the first possible general meeting.

The election is always the first item of business on the agenda before New Business. If neither the previous Board President or Vice President is present, as might happen in a newly elected Board, one Board member is informally chosen at the beginning of the meeting to chair the meeting. The newly elected officers assume their roles immediately.

Election of an officer requires a majority vote of the Board just like a normal motion. Nominations or volunteers may be accepted by the chair in an informal fashion, but a specific motion must be made and voted upon to finalize the decision of the Board for each position. No one Board member may hold more than one position.



President

Nomination(s): Terry Bohlen

CC_Y GW_Y ME_Y JR_Y TB_Y (Y-YES, N-NO, A-Abstain, /-Absent)

Elected: Terry Bohlen

Vice President

Nomination(s): Mark Eagar

CC_Y GW_Y ME_Y JR_Y TB_Y (Y-YES, N-NO, A-Abstain, /-Absent)

Elected: MarkEagar

Treasurer

Nomination(s): Chris Cockrell

CC_Y GW_Y ME_Y JR_Y TB_Y (Y-YES, N-NO, A-Abstain, /-Absent)

Elected: Chris Cockrell

Secretary

Nomination(s): Jeff Robertson

CC_Y GW_Y ME_Y JR_Y TB_Y (Y-YES, N-NO, A-Abstain, /-Absent)

Elected: Jeff Robertson

9. OLD BUSINESS:

- c) Airport Layout Plan Manager Coutches
 - Status: Need to complete RTTF Agreement and Title search before applying for a bid from Brandley.
- a) Obstruction Mitigation Update Director Bohlen
 - Status – Identification of trees in process
- b) T-Hangars airport access Fee & Payment Plan Manager Coutches
 - Status: Two collections so far but have list of T-Hangar tenants and the deadline is Feb 15. Reminder will start going out on 1/31/2024. Trespassing if not paid by 2/15/2024. Airport Manager needs to send out notices ASAP to other five private hangars.
- c) Maintenance Director Eagar
 - Status and Work Parties. Weeds are starting to grow. Director Eagar will set up a work day to cut weeds. Gates are starting to act up as well and need to be addressed.
- d) Street Maintenance Director Wright
 - Paving expert will be at February CPAD Board meeting to brief board on street status and recommendations.
- e) CPAD Policy Updates Director Bohlen
 - No update



- f) Soda & Water Vending Machine Agreement Director Bohlen
 - Company advised, no update
- g) FAA Weather Cameras Agreement Manager Coutches
 - On-line and available from the website's homepage.

8. NEW BUSINESS:

- a) **MOTION** to approve Maintenance Committee as a standing committee under CPAD Policy
Discussion: Committee to discuss maintenance projects and set priorities. Reminder that no more than 2 board members can participate in the meeting although can listen in on calls if available.
Motion: TB Second: JR
CC Y GW Y ME Y JR Y TB Y (Y-YES, N-NO, A-Abstain, /-Absent)
- b) Director Eagar would like the board to set up a board search/recruitment committee to start create enthusiasm for volunteerism for the upcoming CPAD Board Positions.

9. NEXT REGULAR MEETING: February 26, 2024

10. ADJOURNMENT: 8:38