



CPAD BOARD REGULAR MONTHLY MEETING – February 24, 2025

Meeting Minutes

IN-PERSON MEETING

IN ROBERTSON'S HANGAR - 3188 BONANZA DRIVE

Directors: Chris Cockrell, Greg Wright, Mark Eagar, Tina Robertson, and John Cook

1) 7:02 PM Call to Order/Roll Call

Chris Cockrell	Absent
Greg Wright	Present
Mark Eagar	Present
Tina Robertson	Present
John Cook	Present

PLEDGE OF ALLEGIANCE

2) ADOPTION OF AGENDA

MOTION to adopt Agenda for the January 27, 2025 Regular Meeting of the Board of Directors

Motion by: Mark Eagar Second: John Cook

Record of votes:

Chris Cockrell	Absent
Greg Wright	Yes
Mark Eagar	Yes
Tina Robertson	Yes
John Cook	Yes



3) ADOPTION OF MINUTES

a) **MOTION** to adopt Minutes from January 27, 2025 Regular Meeting of the Board of Directors

Motion by: Tina Robertson

Second: Greg Wright

Chris Cockrell	Absent
Greg Wright	Yes
Mark Eagar	Yes
Tina Robertson	Yes
John Cook	Yes

b) **MOTION** to adopt Minutes from January 27, 2025 Closed Meeting of the Board of Directors

Motion: Mark Eagar

Second: Tina Robertson

Chris Cockrell	Absent
Greg Wright	Yes
Mark Eagar	Yes
Tina Robertson	Yes
John Cook	Yes

c) **MOTION** to adopt Minutes from December 6th, 2024 Special Meeting of the Board of Directors

Motion: Mark Eagar

Second: John Cook

Chris Cockrell	Absent
Greg Wright	Yes
Mark Eagar	Yes
Tina Robertson	Yes
John Cook	Yes



4) PRESENTATION FROM DAN KURYWCHAK AND CHP FROM PROPS, COPS & RODDERS

Props, Cops, & Rodders events team reported on the success of the 2024 event including all of the Counties non-profits that benefited from the event proceeds. As a thank you, CPAD was presented with a check for \$2500.

5) AIRPORT MANAGER REPORT

Manager Salzman

- Fuel Sales: November 2024 sales 2,826 gals. Down about 9% compared to November 2023. A number of days in November with no fuel sales due to bad weather.
 - Fuel Delivery 11/19. New Fuel Price: \$5.55
- Fuel Sales: November 2024 sales 2,798 gals. Down about 24% compared to December 2023
- Fuel Accounting reports: On Oct 1, 2024, World Fuel completed a previously announced acquisition of EPIC Fuels' general aviation fuel and EPIC card business. This acquisition did result in a gap of necessary information needed to complete monthly fuel account. However, all information has now been located, and reports can continue.
- Runway Light outage 12/8/2024. UPS needed to be cycled. The system has not had any issues since, but a better UPS is needed
- AWOS Kick off meeting 12/13/2024, attended by CPAF members and Chris Silva. CPAD volunteered to install 4-foot-high poles and conduit to prep site for AWOS upgrade install. Specifications received 1/20/2025 and will be completed through the work party on 1/25/2025.
- Fuel System Training 1/6 for Board Members Tina Robertson and John Cook and Volunteer Dennie Salzman to cover while I was away from 1/13-1/17
- Fuel system meter readout: The meter readout for Pump 2 was noted as being incorrected. Customers are being charged for the correct amount and proper readout can be found on the back side of the fuel pump. Robert Johnson Petroleum who normally does fuel pump maintenance will be out to repair the meter once the parts have arrived.
- Cal Trans Aeronautics Inspection 1/24/2025. The only note is to continue crack sealing. No other items to address.
- I submitted my 2 weeks' notice on 1/21/2025 to Director Eagar. I will still be available to work on continuing projects such as the fuel pump issues, pre-emergent, and AWOS during these next weeks but my focus beyond that needs to be on CFI training and I cannot in good conscience manage the airport at the same time. I will still be in the area to answer questions and to answer any questions when a replacement is chosen but 2/4/2025, is my last day as the Airport Manager.

Discussion:

Manager Salzman was complimented on her good work. Director Eagar will continue to work with her on the final installation of AWOS3.



6) UPDATE ON PROCUREMENT AND CONTRACTS

Directo Eagar

- Mesotech Quote for AWOS upgraded approved in the Special Board Meeting on 12/6/2024 and signed 12/11/2024.

7) VOLUNTEER SERVICE REPORT

Since the last Board Meeting in December: about 80 hours. Continued excellent support by resident volunteers!

Highlights: Board Meeting preparation, fuel sales, financial reporting, Airport Coverage planning and training, airport coverage while Dominic was on vacation.

Discussion:

Information on projects requiring volunteer support with go out to all Airpark residents shortly.

- 8) **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. Comments and or requests requesting board action will be referred to staff and if appropriate, placed on a future agenda.

Discussion:

A repeat recommendation that a CPAD policy be formulated, adopted and published that prohibits drone operation in the airport operational area. Intention is to have policy draft available at March Board Meeting. If drones are seen in the area, The FAA can be reached at 800 992 7433. This is a a 7/24/365 number where a report can be filed. Any additional information that can be given associated with the person doing the flying will be helpful to the FAA.

It was recommended that the culvert under the runway be closely examined to determine is repairs are need. An ad hoc committee will need to be formed to look into this issue.

There was a comment regard fees from commercial units with airport access. Further research is needed on this issue.

Comment was made concerning the police disturbance at the house on Western and Fairway. Residents should be aware and in case of an emergency should call 911.



9) OLD BUSINESS:

a) Airport Layout Plan

Director Eagar

- Status: Exhibit A is completed but we are waiting for a meeting with FAA compliance officers before we can begin the full ALP.

b) Obstruction Mitigation Update

- Status – No changed. Identification of trees in process.

c) Maintenance

Director Eagar

- Status and Work Parties.
- UPS Battery replacement on 10/25.

d) CPAD Policy Updates

- Status

10) NEW BUSINESS

11) NEXT REGULAR MEETING March 24, 2025

12) ADJOURNMENT 8:16 PM