

**REGULAR MEETING
BOARD OF DIRECTORS
BIG BEAR AIRPORT DISTRICT**
Thursday, July 6, 2006 3:00 PM
Big Bear City Airport Pilot's Lounge
501 West Valley Boulevard
Big Bear City, California

1. **Call to Order:** President McNutt called the General Meeting of the Board of Directors of the Big Bear Airport District to order on July 6th, 2006 at 3:00 P.M. in the Pilots Lounge of the Big Bear Airport, 501 West Valley Boulevard, Big Bear City, California. The Pledge of Allegiance followed the Call to Order.

Directors Present: Robert McNutt, President
Russell Lowery, Vice President
George Berge, Secretary/Treasurer
Thorne Waymire, Director
Jay Obernolte, Director

Others Present: Garry Dokter, General Manager
Carol Binford, Recording Secretary

2. **Approval of Minutes:** President McNutt asked for approval of the General Board Meeting Minutes of June 7th, 2006 and the June 19th, 2006 Special Meeting of the Board. Motion made by Director Waymire. Seconded by Secretary/Treasurer Berge. Minutes unanimously approved.

3. **Visitors Comments:** None

4. **Manager's Report:**

- a. May, 2006 Financials with Year to Date Budget comparison and check register were given to the Board one week in advance of this meeting.
- b. UNICOM Frequency was changed to 122.275 today, July 6th. The change has gone smoothly.
- c. Arrowhead Credit Union is ready for Board members to come in with their ID's and sign signature cards.
- d. The workshop held on 06/30/06 resulted in a consensus by the Board to research future Airport development:
 1. Review the previous Maintenance Building project.
 2. Research setting 60x60 and Exec size hangars on the North side of the airport.
 3. Pay down of the existing loan for North side hangars will be considered.
- e. The Clerk requested that the directors turn in their quarterly expense reports for year end.

5. **New Business:**

- a. Shawn Washington attended the meeting to explain his quote for the 2005/2006 Audit. With Manager Dokter's agreement to complete the "Management's Discussion and Analysis" required by GASB 34, Mr. Washington dropped his bid for this year to \$10,000 and agreed to negotiate a three year arrangement with Manager Dokter. Vice President Lowery Motioned to accept Shawn Washington's quote to perform the 2005/2006 audit of the Big Bear Airport Districts Financials. The Motion was Seconded by Director Waymire. Motion passed unanimously.

- b. State Matching funds for Federal AIP Projects will be reduced from 5% to 2.5% in fiscal 2006/2007, to be reviewed annually.
- c. Conflict of interest Policy Review: The Political Reform Act requires every local government agency review its Conflict of Interest Code Bi-annually. Moved by Director Obernolte and seconded by Director Waymire, to continue using the Fair Political Practices Commission Regulation (2 Cal. Code of Regulations Section 18100, et seq., with all amendments) as the Conflict of Interest Code for the Big Bear Airport district. Motion passed unanimously. Manager Dokter will inform the County of San Bernardino.
- d. 2006/2007 Budget: The Board was presented with a draft of the 2006/2007 Budget. Manager Dokter will look into the Airports tax revenue mechanism and the newly approved employee benefit package will be added to the Budget.

6. Old Business:

- a. **A.I.P. Project 3-06-0022-14:** The Airport closure for runway fog seal was postponed due to rain, fog and humidity. The new dates are set for July 24, 25 and 26th. The second lift of lime treatment is curing. The next step is to grade, then place the old crushed pavement. The new asphalt will be placed on July 31st, August 1st and 2nd.

7. Standing Committee Reports:

- a. Lease Committee:
 - 1. Barnstorm Lease still in process.
 - 2. There has been no response to the Airports offer on Roger Schmidt's hangar.

- b. Personnel Committee: Secretary/Treasurer Berge Motioned to approve the 2005/2006 Employee Benefit package for full time PERS employees effective July 1st, 2006. Seconded by President McNutt. The vote to accept the package as written passed unanimously.

- b. Safety Committee:
 - 1. Fire Extinguishers have been labeled with hangar number and installation has begun.
 - 2. Instrument Procedures: The GPS departure procedure clearance problems have been corrected. The FAA is working on reestablishing the old conventional departure procedure to the west.

- 8. Pilots Association Update:** Young Eagles and High School Graduates from the Airport sponsored Sober Grad Night will fly July 15th, 2006

9. Future Agenda Items:

10. Directors Comments: None

11. Adjourned: 4:15 pm

PRESIDENT OF THE BOARD OF DIRECTORS

ATTEST:

SECRETARY OF THE BOARD OF DIRECTORS

Next meeting August 3, 2006