

**BIG BEAR AIRPORT DISTRICT  
BOARD OF DIRECTORS MEETING  
JUNE 6, 2007**

Wednesday, June 6<sup>th</sup>, 2007 at 2:00 PM  
Big Bear Airport District Pilots Lounge  
501 W. Valley Blvd.  
Big Bear City, CA 92314

- 1) President Obernolte called to order the General Meeting of the Big Bear Airport District at 2:00 PM on Wednesday, June 6<sup>th</sup>, 2007. All present rose for the Pledge of Allegiance to the United States of America.

Present: Jay Obernolte, President  
Russell Lowery, Vice President  
Thorne Waymire, Director  
George Berge, Director  
Gary Steube, Director

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

- 2) **APPROVAL OF AGENDA:** The Motion to approve the agenda was made by Vice President Lowery and seconded by Director Waymire. Motion carried with a vote of 4 ayes and 1 nay by Director Berge.
- 3) **APPROVAL OF THE BOARD MINUTES FOR MAY 9<sup>TH</sup> AND 10, 2007:** The Board instructed the Board Secretary to include any non controversial changes of the draft minutes from a board member to be made. Controversial changes will be decided in open session and the minutes can then be approved as amended. Director Steube changed item 8 b to "Lease Committee." Director Waymire made the Motion to approve the amended minutes of May 9 & 10th, 2007 and Vice President Lowery made the second. The Motion was carried unanimously.
- 4) **VISITORS COMMENTS:** None
- 5) **MANAGER'S REPORT:**
  - a) Master Plan: We are currently in the environmental phase of the Master Plan. The review required by the FAA is called the NEPA. The State of California requires a CEQA review and that is not in the scope of the Master Plan nor is it funded by the FAA. It is funded by the Airport. The FAA does not require a CEQA review just Board approval of the Master plan before they can accept the Airport Layout plan. That approval is what is needed for them to approve our AIP and to move forward. We need to adopt the Master Plan without having completed the CEQA review, have the review of the draft Master Plan, approve the Master Plan and proceed on the EIR for CEQA. Mr. Full of Reynolds, Smith

& Hills was on standby if the Board had any questions. He is not prepared with a price however. The Board preferred to have a quote before they speak to Mr. Full in person. Manager Dokter asked that the Board be present at the final draft review of the Master Plan Committee.

- b) Future FAA AIP Funding: Future AIP funding will, in all probability, drop from 95% to 90%.
- c) Castle Glen: Waiting for response from City Manager
- d) AWOS Remote Transmitter: Laser Radio and the Airports AWOS technician visited the site. The cost will be approximately \$29,000 plus a monthly lease amount. The lead time for FAA & FCC permits is at least 6 months. Manager Dokter will check on the availability of AIP funds to pay for the project. The motion was made to approve the AWOS Remote Transmitter project not to exceed \$35,000 by Director Waymire. Seconded by Director Berge. The Motion was carried unanimously.
- e) AWOS Annual Certification: We are encouraged to do more thorough self certification semi annually. Some additional test equipment is needed to do this.
- f) Flight Service Implementation of FS21: Riverside Flight Service when moving to Prescott lost the Big Bear Weather observation. There is not a estimated time of when this will be corrected.
- g) Annual Lease Adjustments: Calvary Chapel, Betty Boogran, Nextel and Verizon leases have all been increased by the CPI on their lease. Verizon paid retroactively in the amount of \$5,700.
- h) CalTrans Airport Inspections: Trees on the approach end of 26 are being trimmed or removed.
- i) Possessory Property Tax on hangars: Swimming pool assessment was dropped. Meeting with Hospital next week to talk about hospital possessory tax on hangars.
- j) Noise Suppression in Run up Areas: No action
- k) Instrument Procedures: No action

## 6) OLD BUSINESS

- a) AIP Project 3-06-022-15: Last week a 12 inch water main was broken and quickly contained by Matich. CSD has accepted responsibility.
- b) Consolidation of District Elections with Statewide General election has been approved.
- c) Dodge aircraft Engine R-3350 – No action

## 7) NEW BUSINESS:

- a) Bear City Park: Waiting for estimate for Appraisal
- b) Seal Coating Parking Lot: Will put off until next year.
- c) CSDA Nominations: Died for the lack of a motion.
- d) SDRMA Joint Powers Agreement – CSD received 1% of the amount billed to the Airport for liability insurance. CSD no longer needs this 1%. Director Waymire Motioned to accept the proposed amendment to the Special District Risk Management Authority Joint Powers Agreement, seconded by Vice President Lowery. Motion carried unanimously.
- e) LAFCO Schedules of Fees and Charges for FY 2007/2008: Does not apply to us.
- f) Board of directors Goal setting and Team Building: No activity

g) Fuel Sales: Jet A sales has doubled.

**8) STANDING COMMITTEE REPORTS:**

**a) Finance Committee:**

1) Director Waymire made calls to San Bernardino officials about returning some of the Airports Tax Revenues and was told there was no way to do this. The only thing we could do would be to give some of the Airport's revenue to other Special Districts.

**b) Lease Committee:**

1) Meeting April 20<sup>th</sup> The Lease Committee recommends to the Board that it establish two policies. The District will not exclude any businesses, but will give priority to aviation tenants businesses. Also establish a policy that gives the manager latitude in allowing non aviation personnel on the Airport if it does not compromise safety. The Motion to accept the Lease Committee's recommendations was made by Director Berge and seconded by Director Waymire. Motion carried unanimously.

2) Director Steube made a motion before the Board of Directors of the Big Bear Airport District to approve the following changes to commercial tenant leases,

i) For the lease with **Callaway Aviation, Inc., Parcel I** (large hangar) an annual adjustment of rental fee of +4.3%, commencing on July 1, 2007.

ii) For the lease with **South Coast AQMD**, an annual adjustment of rental fee of +4.3%, commencing on July 1, 2007.

iii) For the lease with **Dan Easterby (dba Airport Corporation)** that expires July 31, 2007, contact the tenant to see if they will renew their lease.

iiii) For the lease with **Christopher A. Gables (dba FBO Carriage and Rental, LLC)** that expires July 31, 2007, contact the tenant to see if they will renew their lease.

The Motion was seconded by Vice President Lowery. The Motion carried with a vote of 4 Ayes and 1 abstain by Director Berge.

The Board directed Manager Dokter to check with the Airport council to see if there were any Brown Act violations on the May 10<sup>th</sup>, 2007 Board meeting on the Lease Committee Motions made by Director Steube

c) **Personnel Committee:** No Report. Director Berge commented that no action has been taken on the employee benefit package. Director Waymire agreed and said a meeting will be held before the next regular meeting of the Board. Director Berge told the Board that part time employees were not given consideration last year.

**d) Airport Development:**

- i) Maintenance Building:** Vice President Lowery is waiting on bids.
- ii) Mayerfeld Property:** No action
- iii) Northside Hangars:** No Action

**9) AIR FAIR:** Director Dokter discussed the Air Fair meeting. We received the DD Form 2535 which stated a FAA waiver is not required, provided all provisions of Federal Aviation Regulations are met. So we may well have some military fly bys during the Air Show. An extra fuel truck will be here on loan from Fuel Controls.

**10) Big Bear Airport Pilots Association:** Young Eagles fly this Saturday June, 9<sup>th</sup>, 2007

**11) ANNOUNCE AND ADJOURN TO CLOSED SESSION PURSANT TO GOVERNMENT CODE SECTION 54957:**

- a) Cell phone usage reimbursement / other compensation**
- b) Request for personnel investigation, Airport Manager**

Item 11 a), and b), are continued to a future Board Meeting.

**12) FUTURE AGENDA ITEMS:** None

**13) NEXT MEETING DATE:** Wednesday May 11<sup>th</sup>, 2007 at 2:00 PM in the Pilot's Lounge.

**14) DIRECTORS COMMENTS:** Director Steube commented that the minutes should be shorter and he handed out of an example of his thoughts on what the minutes should look like.

**15) ADJOURN:** 4:00 PM

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Jay Obernolte, President

ATTEST:

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Carol Binford, Board Secretary