

**BIG BEAR AIRPORT DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES**

Wednesday, May 6, 2009, at 2:00 p.m.  
Big Bear Airport Pilot's Lounge  
501 West Valley Boulevard  
Big Bear City, California

- 1. Call to Order:** President Waymire called the General Meeting of the Board of Directors of the Big Bear Airport District to order on May 6, 2009 at 2:00 p.m. in the Pilots Lounge of the Big Bear Airport, 501 West Valley Boulevard, Big Bear City, California. The Call to Order was followed by the Pledge of Allegiance.

**Directors Present:** Thorne Waymire, President  
Jay Obernolte, Vice-President  
Julia Smith, Director  
Gloria Greene, Director  
Chuck Knight, Director

**Others Present:** Garret H. Dokter, Jr., General Manager  
Nancy Jones, Recording Secretary

- 2. AGENDA APPROVAL:** Manager Dokter asked to discuss a few items that were not on the agenda. The Airport received a letter yesterday from Bill Jahn, stating he intends to sell his hangar (GLX-#5) to Nick Lanza, if the Airport does not exercise their 15-day right of first refusal. Mr. Dokter requested this be put under new business because of the timeliness of the response. This was added as 7d.

Mr. Dokter requested to add an election of an alternate member to LAFCO which has to be received by May 17, 2009. As this item is not an emergency and it was known about prior to the posting it was decided to discuss this at the Special Meeting to be held on May 14, 2009.

Mr. Dokter requested item 6.a. to be moved after Public Comments.

Motion by Director Obernolte to approve the agenda, as amended. Second by Director Greene. All Ayes. Motion passed unanimously.

- 3. MINUTES APPROVAL:** Motion by Director Knight to approve the Minutes from the April 1, 2009 General Board Meeting with the two letters written by George Berge to be attachments at the end of the Minutes. Second by Director Greene. All Ayes. Motion passed unanimously.

**4. PUBLIC COMMENTS:** Denise Stewart, past owner of Cedar Rose Lane, requested the Board to consider allowing her to display her aviation art at the airport on a consignment basis, rotating the art on a monthly basis. President Waymire would like the Lease Committee to address this issue, check with our insurance company to see if this would be a liability issue, and bring back a recommendation to the Board.

**6. OLD BUSINESS:**

a. Big Bear Disposal Conditional Use Permit: Manager Dokter reported traveling to Hemet-Ryan Airport to check on reports of their recycling center being a bird attractant. He found the now-closed facility had in the past been a bird attractant because it was an uncovered facility. The city of Hemet now has a covered recycling facility adjacent to the airport with no reports of problems with birds. He also checked with the FAA who said the only requirement they have is any land use adjacent to an airport should not be a bird attractant. Their concerns are bodies of water and vegetation, not industrial plants.

**5. MANAGERS REPORT:**

- a. Status of AIP 16: Manager Dokter reported AIP 16 has gone as planned with the exception of a lack of construction water at Pan Hot Springs. The issue was solved when CSD installed a construction water meter at the airport.
- b. Status of AIP 17: Manager Dokter reported the project started on time and is going smoothly.
- c. Engineering Contract Services Agreement Amendments 8,9, and 10: Decision was made to approve Amendment 8 and get direction on how to proceed with Amendments 9 and 10 to make sure that we can legally do a directed award in this case.
- d. Director's Policy Manual Revisions for Agenda Items: Revisions were included in the Director's Policy Manual regarding the process of adding agenda items. Director Obernolte suggested deleting "pertinent to Airport policy" in 5020.30. He also suggested striking the first sentence in 5020.40. Director Greene would like to see a sentence added naming the person who is requesting the agenda item in 5020.40. Motion by Director Obernolte to approve the proposed change to the Director's Policy Manual with the following amendments: under 5020.30 delete phrase "pertinent to Airport policy" and under 5020.40 remove the first sentence. Second by Director Smith. Ayes from Directors Waymire, Smith, Obernolte and Knight. Nay from Director Greene. Motion passed.
- e. Blast fence on the east end of the runway: Manager Dokter reported the installation of slats in the fence along the width of the east runway, which seems to be effective. Static run-ups from larger aircraft have been discouraged at this time due to the possibility of the fence blowing over.
- f. Billboard for Public Notices: Tom Hoover and Ryan Goss designed, built and installed the billboard for public notices in the front of the Airport.

- g. Emergency access to Taxiway A off Division Dr: The emergency access will be included in FAA/AIP Project 18.
- h. Fire Department inspection improvements:
  1. All required sprinkler heads have been installed. The cost to the Airport was \$2625.00. Plaster repairs are still needed to fill 22 holes that were from either past ruptures or holes needed to reinstall the missing piping and heads. We have two bids to date and are awaiting a third bid which will then be presented to Evergreen Properties as this is in the common area.
  2. Smoke detectors/door closures have been installed for KBHR lobby and Barnstorm Restaurant. The total cost to the Airport was \$1575.00.
  3. Installation of the Barnstorm kitchen hood fire system has been completed. The total cost to the Airport was \$2700.00. The Fire Department has since come to the Airport stating the system was originally designed to be a wet system, not a dry system and are requesting flow calculations to demonstrate that these engineering calculations show there would be sufficient water flow out to the extremities of the system. Evergreen Properties has elected not to approve those calculations until they receive written notice from the Fire Department.
- i. Construction crane at the Big Bear Dam, starting May 11, 2009: The contractor that is building the new bridge downstream of the dam is going to erect a 180 foot crane. The crane will tower above the dam by 105 feet and will be lighted by a series of lower intensity red aviation flashing warning beacons. This will be on the AWOS and a NOTAM will be issued.
- j. Instrument Procedures, Arrival and Departure, Runway 8 and 26 letter: Director Waymire will bring the final letter to the next Special Meeting for approval and signatures.
- k. FAA Western/Pacific Region 5<sup>th</sup> Annual Airports Conference, Los Angeles, June 2-4, 2009: Reminder that Manager Dokter will be attending the conference.

## **7. NEW BUSINESS:**

- i. Local Agency Formation Committee Budget Proposal and Fee Schedule: Manager suggested the Board take no action and the Board was in agreement.
- j. Notice of LAFCO Hearing – May 20, 2009: This hearing has to do with annexation of properties in Yermo and Barstow. The Board had no input.
- k. California Special Districts Association Proposed Bylaws Amendments ballot: Manager Dokter felt this was an administrative issue and suggested the Board take no action. The Board agreed.

- I. William Jahn – First Right of Refusal: Manager Dokter reported an offer has been made by Nick Lanza to purchase Mr. Jahn's hangar for \$44,000. We have the first right of refusal which means we can buy it for \$44,000, retire the ground lease and rent the hangar out, which is Mr. Dokter's recommendation. Motion by Director Obernolte to approve the purchase of GLX-#05 for \$44,000 contingent on getting a signed copy of the purchase agreement. Second by Director Smith. Ayes from Directors Waymire, Obernolte, Smith and Greene. Abstain by Director Knight.

## **8. STANDING COMMITTEE REPORTS:**

- a. Finance Committee: Manager Dokter discussed the financial reports. President Waymire discussed the annual request by Shawn Washington Accountancy to have a depreciation schedule and requested the opinion of the other directors. The directors were all in agreement to defer this to another time. The draft of the 2009-2010 Budget was discussed and the decision was made to agendaize the budget at the June 5, 2009 General Board Meeting.
- b. Lease Committee: President Waymire reported the Lease Committee met and discussed the hangar electrical usage. Director Greene noted that our legal counsel indicated we can not legally continue to provide electrical service to the X-ray hangars. A letter needs to be sent to the tenants voicing our concerns and position. Director Greene also stated Manager Dokter was to be looking into hiring an electrical consultant along with Bear Valley Electric to evaluate the situation. It was also discussed before the beginning of the fiscal year budget to notify the tenants they would be responsible for their electrical bills. Manager Dokter was given direction to call Bear Valley Electric and also hire an electrical consultant. It was decided to put the electrical issue on the agenda for the next Special Meeting.
- c. Personnel Committee: Closed Session
- d. Airport Development:
  - Maintenance Building planning, permitting and bidding process status: Manager Dokter reported speaking with Jamie Garland, representative for Neal Derry, who is still trying to coordinate a meeting between planning and flood control to decide what is to be done with Bluewater Dr.
  - New Hangar construction grading and utility plan: Director Obernolte reported the new hangar construction is stalled at this time, due to maintenance building construction hold-up.

## **9. AD HOC COMMITTEE REPORTS:**

- a. Terminal Building Committee: No Report
- b. Air Fair Committee: Director Greene reported the Air Fair budget was approved at the Special Board Meeting on April 22, 2009 not to exceed \$67,850. All county permits have been applied for, aircraft from Planes

of Fame in Chino have been confirmed, as well as Just In Time Skydivers. The artwork for the Air Fair has been completed and most of the vendor spaces have been spoken for. Ken Campbell will be the contact for volunteers.

10. **BIG BEAR AIRPORT PILOTS ASSOCIATION:** Bob Dow reported the Young Eagles flew on April 18 and will be flying again this Saturday, May 9, 2009. The Pilot Association hangar party will also be held on May 9<sup>th</sup>, 2009. The next meeting of the Pilot's Association will be held on May 12, 2009.
11. **CIVIL AIR PATROL:** Jim Gundred reported they need wiring for their generator, and paving before the CAP building can open. They will be holding fundraisers which will include a Memorial Day yard sale, a July 4<sup>th</sup> pancake breakfast, and a Stars and Pars golf tournament. The pedestal in the Memorial Garden was finished by Bill Hartmann and Steve Baker and they will be selling bricks for the garden for \$200 each. Director Knight suggested a car wash as another idea for a fundraiser.
12. **FUTURE AGENDA ITEMS:** LAFCO ballot; Engineering Services Amendments; Instrument Procedure letter, approval of the proposed budget; hangar electric; front parking lot paving; date for June meeting; reconsider Safety and Security Committee.
13. **NEXT MEETING DATE:** To be decided
14. **PUBLIC COMMENTS:** None
15. **DIRECTORS COMMENTS:** None
16. **ADJOURNED TO CLOSED SESSION AT 5:25**
17. **ANNOUNCE AND ADJOURN TO CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.8, REAL PROPERTY NEGOTIATIONS.** Possible purchase of eight X-row hangars from the Nunno Corporation.
18. **ANNOUNCE AND ADJOURN TO CLOSED SESSION WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE SECTION 54956.9(c).** Possible Litigation, one case.
19. **ANNOUNCE AND ADJOURN TO CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(a), EXISTING LITIGATION.** Litigation Wang and Evergreen v. BBAD, San Bernardino County Superior Court File Number CIVHS700218.
20. **ANNOUNCE AND ADJOURN TO CLOSED SESSION PURSUANT TO**

**GOVERNMENT CODE SECTION 54957.6, CONFERENCE WITH LABOR NEGOTIATOR.** Agency negotiator is the Big Bear Airport District Personnel Committee. Un-represented employee is the Airport General Manager.

**21. ANNOUNCE AND ADJOURN TO CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957:** Public Employment – General Manager. This item added as a **Special Closed Session** Item on May 4, 2009 at 3:00 p.m.

**22. RETURN FROM CLOSED SESSION:** 7:00 p.m.

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Thorne Waymire, Board President

ATTEST:

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Nancy Jones, Board Secretary