

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
THE EAST KERN AIRPORT DISTRICT
September 15, 2009**

The Board of Directors of the East Kern Airport District duly met for a Regular Meeting at the District Offices in the Administration Building at Mojave Airport, Mojave, California, at the hour of 2:00 o'clock p.m. on Tuesday, September 15, 2009.

President Balentine called the meeting to order and led those assembled in the Pledge of Allegiance.

The Clerk called the roll and the following Directors were present: Balentine, Hansen, Painter and Walker. Also present were the District's General Manager, Stuart Witt, Director of Finance, Erika Westawski and Deputy Counsel, Scott Nave.

President Balentine presented the Agenda. Upon motion by Director Painter, seconded by Director Hansen and unanimously carried, it was:

RESOLVED: That the agenda be approved as submitted.

CONSENT CALENDAR

President Balentine presented the Consent Calendar. Director Walker disqualified herself from voting on item 3B due to a potential conflict of interest. Upon motion by Director Painter, seconded by Director Hansen and unanimously carried, Consent Calendar was approved as submitted.

3A) Minutes of September 1, 2009:

RESOLVED: That the Minutes of the Regular Meeting of September 1, 2009 be approved as submitted and further reading thereof be waived.

3B) Scaled Composites Lease: District staff has reviewed the proposed lease and determined that the project is exempt under CEQA title 14CCR Section 15301 and General Manager is authorized to file a notice of exemption, as necessary. The premises shall be occupied and used by tenant for the sole purpose of vehicle parking activities and for no other use or purpose.

RESOLVED: That Lease Agreement with Scaled Composites be approved as submitted for approximately 23,004 sq.ft.

of land between Buildings 16 and 170 and the President and Secretary authorized to execute the same on behalf of the District.

NEW BUSINESS:

DIRECTOR OF BUSINESS OPERATIONS REPORT

4A) General Fund Check Registers 08/28/09 – 09/04/09: Upon motion by Director Hansen, seconded by Director Painter and unanimously carried, it was:

RESOLVED: That Board approve checks on register date August 28, 2009 in the amount of \$59,425.43, checks on register date September 1, 2009 in the amount of \$17,595.00 and checks on register date September 4, 2009 in the amount of \$38,854.83.

4B) Financial/Treasurer's Report: Director of Finance, Erika Westawski, updated the Board on Financial/Treasurer's Report for the month of August. The ending balance for August totaled \$3,270,060.10 with an outstanding A/R of \$7,307.45 (EDA) bringing the adjusted ending balance for August to \$3,277,367.55. Staff reported that the remaining balance of \$7,307.45 will be invoiced and paid by the end of September/October time frame which will close out the grant. Upon motion by Director Painter, seconded by Director Walker and unanimously carried, it was:

RESOLVED: That the Financial/Treasurer's Report for August, 2009 be approved as submitted.

GENERAL MANAGER'S REPORT

4A) Flight Test Historical Foundation: General Manager briefed Board on Flight Test Historical Foundation Gathering of Eagles Dinner celebrating the 50th Anniversary of the X-15 Flight Test Program honoring the X-15 Test Team Panel which includes X-15 pilot Joe Engle, NB-52 pilot Charlie Bock and X-15 flight planner Johnny Armstrong, will join the 2009 Eagles in a panel discussion on the X-15 test program. Mr. David Hartman will be the Moderator for the event along with Special Guest Maj Gen David Eichhorn, Commander Air Force Flight Test Center. Upon motion by Director Painter, seconded by Director Walker and unanimously carried, it was:

RESOLVED: That Board approve expenditure for Directors to attend the Flight Test Historical Foundation Gathering of Eagles Dinner to be held on Friday, October 16th at the Eliopulos Pavilion at the Antelope Valley Fairgrounds in Lancaster California at an amount of \$75.00 per person.

4B) Briefing on preconstruction meeting for Grant 23 (GA Apron Rehabilitation

Project): District Engineer Dave Russell briefed Board on meeting held this morning to discuss implementation of project. He began by noting that the order of construction has changed in which the asphalt removal and replacement in front of Hangars 70 and 71, administration building and the self serve AVGAS fuel pump area will now be the first items to be completed on the schedule. Dave will be in contact with tenants in this area to communicate project schedule changes. General Manager commented that we will be impacting forty tenants and that this project has multiple elements such as water, sewer, electrical , access, driving lanes, security, etc. that will need to be monitored constantly which is why Tom Weil and Dave Russell have been assigned to this project full time. He also noted that every effort has been made to notify tenants and keep them abreast of construction schedule. An electronic message sign has been ordered to provide contact information for tenants. It was noted that District has received several inquiries from owners of private hangars who would like to have new paving in front of their hangars and staff will work with the contractor to develop a price which will be paid by the owners of those hangars.

4C) Donation of Fuel for B17 “Sentimental Journey”: In a letter from Director Hansen to the Board it was announced that the World War II vintage B17 aircraft “Sentimental Journey” from the Commemorative Air Force in Mesa Arizona will be visiting Mojave Air & Space Port on Monday, September 21st. Funds are being raised for food, fuel and lodging for the airplane and crew. Several businesses and individuals have made financial commitments and the District has been asked for an advertising sponsorship in the form of a fuel donation. General Manager deferred to Director Hansen as to the amount of fuel that is being requested and she stated that 400 gallons of 100LL would be sufficient. Director Hansen stated that she would abstain from the vote since she is also a board member of the Mojave Transportation Museum. It was consensus of Board that this item falls within the purview of General Manager’s approved expenses. General Manager stated that by sharing a piece of history this is an excellent educational

opportunity for local students and the community and he approves of this donation.

General Manager approved Expenditures

4A) Thorpe Roofing Proposal: General Manager reported to Board that he approved an expenditure in the amount of \$9,750.00 to replace the lean-to roof that covers the welding shop on the north side of Building 79.

4B) H&E Equipment Services Proposal: General Manager reported that he authorized the payment of \$3,299.23 for the replacement of the computer that controls the movement of the District's MANLIFT. The cost includes travel, labor and parts to complete the repair.

4C) Purchase of Ad to support Inyokern Centennial Celebration: General Manager informed Board that he approved a request from Kern County Supervisor Jon McQuiston to support Inyokern Centennial Celebration 1909-2009 "100 Years Under the Sun" in the form of an advertising sponsorship at the Gold Level in the amount of \$250.00 which includes acknowledgement in print media, at the kick-off dinner and on the radio announcements.

CLOSED SESSION

Board adjourned to Closed Session per Government Code Section 54957 to discuss Personnel:

RESOLVED: That the Board adjourn to Closed Session.

CLOSED SESSION REPORT

The General Manager and Board evaluated the positions of Director of Business Operations and Finance Director. No other items were discussed.

Then, at 3:14 the Board went into open session to discuss compensation for the Finance Director. Upon motion by Director Hansen, seconded by Director Painter, the Board voted unanimously to increase the Finance Director's rate by \$3.32 per hour.

ADJOURNMENT

There being no further business to come before the Board, the Chair adjourned the meeting at 3:17 p.m.

RESOLVED: That the regular meeting of September 15, 2009 be and the same is hereby adjourned.

President

ATTEST:

Secretary

(SEAL)

