

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE INDIAN WELLS VALLEY AIRPORT DISTRICT
APRIL 9th, 2020 @ 6:00 PM (Held via Teleconference)**

1. CALL TO ORDER AND ROLL CALL

Paul Valovich called the meeting to order at 6:00 PM. Present were: Directors Paul Valovich, Russ Bates, Steve Morgan, Jim Paris, Axel Alvarez, General Manager Scott Seymour, Office Administrator Demi Mace, and District Counsel Scott Nave, all via teleconference

2. PLEDGE OF ALLEGIANCE TO THE FLAG WAS LED BY DEMI MACE

3. CONSENT CALENDAR:

A: APPROVAL OF MINUTES OF SPECIAL BOARD MEETING FEBRUARY 13TH, 2020 AND WAIVE FURTHER READING OF THE MINUTES

B: APPROVAL/RATIFICATION OF PAYMENT REGISTER FOR FEBRUARY 2020

C: FINANCIAL REPORTS: FEBRUARY/MARCH 2020 D: APPROVAL/RATIFICATION: FEBRUARY UNION CREDIT CARD STATEMENTS FEBRUARY/MARCH

Motion was made by Director Paris, seconded by Director Bates

TO APPROVE CONSENT CALENDAR ITEMS AS PRESENTED

Motion was passed by roll call vote: 5 ayes

4. BUSINESS ITEMS:

5. COMMITTEE REPORT: BUSINESS DEVELOPMENT COMMITTEE

Director Paris tells the board that the committee met to discuss many items pertaining to advertising/leases/infrastructure/etc. He mentions that he suggested some advertising in publication to staff and that there was discussion about a solar field and Scott Seymour explains this further, saying that he would not bring it to the board at this time because we have a big project on our runways that is more important in his opinion. Director Morgan explains that the discussions were to create a long-range plan for the airports future expansion and ability to make money, solar was in the discussion and funding. Scott Seymour says that they both brought a lot of good ideas to the table and he wants to look at them in the future but now is not an optimal time financially for the airport. Director Valovich explains that the airport is in need of more revenue because of drops due to the covid-19 virus and that Scott will elaborate in his manager report. Director Paris tells the board that some suggestions were made on the website and asks Demi Mace to elaborate, she explains that she is creating a new website for the airport that will be much more user friendly and create

the ability to have much more information available to the public. Director Paris continues to tell the board about discussions had in the committee meeting having to do with the Kodiak hangar and building of new hangars.

6. MANAGERS REPORT: Scott tells the board that we have a prospective tenant for the GTMR building and that he has spoken to them this week about possibly moving in sometime in September. The terms would be similar to the fire departments term and rates. He has had positive discussions with this prospective tenant, it would be a long lease. The airport office has closed to the public, all events through May have canceled, there is one small event still scheduled for July and there may be another. Demi has been looking into financial assistance and the FAA is going to be giving no match money to airports and we are hoping to use it on our runway project. Staff has been doing outside airport beautification projects. Scott tells the board that we are losing 22-28k per month due to the pandemic because of the number of aircraft both local and transient. The good news for us would be that we will see cost of jet fuel go below \$1.00 and the airport will likely be able to get a couple of loads very cheaply and this will help make up some costs.

7. PUBLIC COMMENT: None

8. BOARD COMMENT: Axel Alvarez wanted to comment of the managers' report, he asks if he understands that the FAA grant money that the airport would like to use for our runway project is free money. Scott explains that yes, it is, and we do not yet have the guidelines for the grant but the airport has expressed interest to any outlet we can. Alvarez says that he feels it would be taking advantage to use a grant that is associated with the covid-19 virus for a runway project. Scott Seymour explains that the project is a very important and needed for airport safety. Director Valovich says that we normally have a regular schedule of events each year, but that is no longer the case because of world events. The airport is not in danger of going bankrupt. Director Alvarez makes a comment on board elections that are upcoming this year, and asks whether we have budgeted for this and whether the timelines have changed. Demi explains that the election takes place in our next fiscal year (2020-2021) and will be put in the budget.

9. CLOSED SESSION: None

10. DISTRICT COUNSEL: Scott Seymour asks Scott Nave whether there is any funding that government agencies can get at this time to help financially. Scott Nave says there isn't at this time but that there is a big effort to make funds available to government agencies. Scott says that we he will continue to keep track of what is happening in DC and we will see what happens in the 4th stimulus package.

11. ADJOURNMENT:

- Motion was made by Director Paris, 2nd by Alvarez
TO ADJOURN THE MEETING AT 6:39 PM
Motion was passed by voice vote: 5 ayes

Approved at the 5-14-2020 Regular meeting of the board of directors of the Indian Wells Valley Airport District

Board Clerk: Demi Mace

**MINUTES OF THE BUSINESS DEVELOPMENT COMMITTEE MEETING OF THE
BOARD OF DIRECTORS
OF THE INDIAN WELLS VALLEY AIRPORT DISTRICT
MARCH 4th, 2020 @ 10 AM**

1. CALL TO ORDER AND ROLL CALL

Jim Paris called the meeting to order at 10AM. Present were: Directors Steve Morgan, Jim Paris, Operations Manager Joseph Foster, Office Manager Demi Mace, and General Manager Scott Seymour

2. REVIEW AND RECOMMENDATION:

A: Advertising:

Director Paris asks Scott Seymour to explain to the business Development committee what kind of advertising the airport has done. Scott Seymour began by saying we have our open office space (GTMR Building) listed as being available on the airports website and that the airport may have an interested party who found it through this form of advertising. Steve Morgan suggest that an email address be available at the top of the page for a possible interested party to email the airport, as opposed to it being found somewhere else on the page and that we should advertise that GTMR has fiber internet. Director Paris suggests that the airport webpage have a drop-down menu for available property/hangar space/leases, and he also suggests that the airport look into ads in aviation magazines.

B: Available Office Space:

See advertising. Scott also mentions the RAF building located next tot the fire department and that it could be leased out.

C: Open/Available land:

Director Morgan asks if there is any reason we could not build office space to try and attract base contractors to lease from the airport. Scott Seymour explains that we could do this, but that it would be more profitable to the airport to do ground leases and allow investors to build on the airport district's property.

D: Website:

E: Current Assets:

See Open/available land and available office space

F: Private Hangars:

Jim Paris asks about building more hangars and Scott Seymour explains that it's more sensible for the airport to lease land and let a private investor build hangars because their ROI would be much shorter than the airports since the airport district must pay prevailing wages. Scott also tells the committee that when he has spoken to investors about building hangars, they felt that their ROI was too long as well and that the airport could not lower the price of a ground lease because of the "Grant Assurances Act". Director Morgan suggests that the airport allow an investor to "back-load" payment to the district for a lease, and Scott Seymour explains that this is not something the airport can do due to FAA Regulations. Scott explains that the airport has the infrastructure to build another row of hangars (7, or 14 if a taxiway is built) but that it is not something the airport needs at this time. Director Morgan asks if this is something we advertise, and Scott answers that we don't but we can advertise all of the possible business opportunities the airport could offer.

G: Contractor/Military Training Squadrons working at IYK:

Director Paris mentions that in years past the airport had some different military groups train out of the airport, and that it may be a good idea to reach out to some squadrons. Scott Seymour says he would be open to reaching out to command.

H: Airport Infrastructure Layout:

Director Morgan suggests that the airport know where all water lines are on airport property. Scott Seymour explains that we are aware of where water lines lie, and that we have always been able to locate them when we are doing projects. Steve Morgan brings up adding solar to the tops of some hangars and Scott Seymour agrees that this would be a good idea in the future to help offset utility costs.

3. PUBLIC COMMENT: NONE

4. COMMITTEE COMMENT: Director Morgan asks how much it would cost to fix the WWII hangar cosmetically because of the way it looks visually. Scott says that it would not be wise to put any money into that hangar since the airport is working to come up with a large grant match for a runway project. Scott explains that there was a roof estimate done on the building and that alone was \$250k, and that if the airport could afford it, the hangar would be repaired. Director Morgan asks if the building is a maintenance liability, why the district should not tear it down. Scott explains that the airport makes more money on the building than is spent. Director Morgan suggests that a solar field would be the most profitable project the airport could do, and Scott Seymour says that the infrastructure is there and that it would be a good idea. Director Paris suggests looking into state grants for solar, and Director Morgan suggests possible going into debt depending on the ROI of building a solar field, and whether it would be worthwhile after doing the research. The committee also suggested advertising the airport terminal building for party/wedding rentals.

5. ADJOURNMENT:

Motion was made by Director Paris

TO ADJOURN THE MEETING AT 11:17AM

Board Clerk: *Dawn Wallace*