

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE INDIAN WELLS VALLEY AIRPORT DISTRICT
July 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, Jim Paris, Axel Alvarez, Office Administrator Demi Mace, Operations Manager Joseph Foster, District Counsel Scott Nave, and Airport Engineer John Smith, Sandra and Len of NAWSCCL all via teleconference, Brian Reitz and Justin Inman who are members of the public

2. PLEDGE OF ALLEGIANCE TO THE FLAG WAS LED BY AXEL ALVAREZ

3. CONSENT CALENDAR:

- A: APPROVAL OF MINUTES OF REGULAR BOARD MEETING MAY 14TH, 2020 AND WAIVE FURTHER READING OF THE MINUTES**
- B: APPROVAL/RATIFICATION OF PAYMENT REGISTER FOR MAY/JUNE 2020**
- C: FINANCIAL REPORT: MAY/JUNE 2020**
- D: APPROVAL/RATIFICATION: UNION CREDIT CARD STATEMENTS MAY/JUNE**

Motion was made by Director Bates, seconded by Director Paris
TO APPROVE CONSENT CALENDAR ITEMS AS PRESENTED
Motion was passed by roll call vote: 4 ayes

4. PUBLIC COMMENT:

Sandra C explains slides that were sent to all board members and tenants showing a new restricted airspace area that will be put into place sometime in 2021-2022. There are 2 restricted areas bordering Inyokern Airport, The FAA has decided that activity from the base requires a restricted area change. The usage will not change, nor will the boundaries, the restricted area will be activated by NOTAM. Typically, the restricted area will be scheduled in 2-hour blocks, and then be released back to Joshua for shared use. Sandra then opened up for questions. Director Valovich asks when the new restricted area will appear on charts, Sandra says December of 2021 or June 2022. Director Alvarez asks whether this information has been given to the surrounding airports and Sandra says she will get the information to those airport managers.

5. COMMITTEE REPORT:

- A: Safety and Security Committee Report**

Axel Alvarez gave the report for the committee regarding the overturned fuel truck incident that took place June 23rd. He says that we don't have much information on the events that took place but that an individual gained access to the airport and drove a fuel truck onto the runway, overturned it, and then was later picked up and arrested by CHP. He says that Demi Mace has sent out an email to the tenants about the event and some security measures they can take from here on out. Director Alvarez goes on to explain issues that have been occurring with the gates around the airport that are security risks. That gate 4 stays open for around 2 minutes and those who are driving through the gates may not be waiting the entire time until the gate fully closes, and that there are potentially tenants who are disabling gates in an open position, which Joe Foster will be working to stop from happening. Joe Foster goes on to explain that gate 4 has had some issues with the sensor and reflector, and that he has replaced both already, and other reflectors on the other gates to reflectors that have shields. He also says that he has changed the time on gate 4 to close after 30 seconds and that he is working on obtaining the hardware to secure the boxes that house the motor for the gates so that they cannot be accessed by tenants any longer. Director Valovich asks if there will be a way to secure the keys in the fuel truck as opposed to in the office, and Joe explained that there will be in boxes secured to the trucks. Director Alvarez mentions the fence that is currently being used as a block for the doors on the ARFF Garage that is still under construction and that we are hoping to have doors there to secure that building soon. John Smith, airport engineer, says that we have just received a revised quote for the roll up doors and that we should be ordering them very soon.

6. BUSINESS ITEMS:

A: RESOLUTION AMENDING DISTRICT CONFLICT OF INTEREST CODE

Demi Mace explains that the reason for the conflict of interest code resolution is to update the positions of employees and because it should be reviewed and updated every five years.

Motion was made by Director Paris, seconded by Director Alvarez

TO APPROVE RESOLUTION TO AMEND CONFLICT OF INTEREST CODE

Motion was passed by roll call vote: 4 ayes

B: CHANGE OF BANK SERVICES

Director Valovich explains that the airport has had trouble with Union Bank because of their online banking platform and that it is extremely important that we do not have issues with viewing bank info especially because we have a very large AIP project coming up. Demi Mace explains that the Union Bank service we are currently using is not working regularly and caused her to have to email Union Bank representatives over and over to get it fixed, but they have explained that the platform we are on is no longer one they support and that they don't know if they can resolve the issue.

Motion was made by Director Paris, seconded by Director Bates

TO APPROVE RESOLUTION TO CHANGE BANK SERVICES

Motion was passed by roll call vote: 4 ayes

C: FY 2020-2021 BUDGET

Motion was made by Director Bates, seconded by Director Alvarez
TO APPROVE FY 2020-2021 BUDGET

Motion was passed by roll call vote: 4 ayes

7. MANAGERS REPORT

The Managers report was given by Office Manager, Demi Mace, filling in for Scott Seymour. She says we are still tracking our big military group for the end of this month into August and that we expect to sell a lot of fuel during the event. The big hangar tenants will be asked to vacate to make room for the military aircraft. Runway 10-28 will be NOTAM'ed as closed during this time. As was mentioned about the fuel truck incident, there is not a lot of information we can share, but the general manager has been in touch with the district council on the matter, and we will update as needed. There are two aircraft that the district will be auctioning due to non-payment of rents from two separate owners. N-Numbers are 541M and 1280X. Both are on the ramp and were paying tie down fees at one time. Scott Seymour has met a second time with prospective tenants for the GTMR office building, but we do not have an official answer or date from them yet due to COVID. Demi Mace then asks John Smith, airport engineer, to give a report on the upcoming Runway 2-20 reconstruction project. John explained that he completed plans and specifications for bidding on June 3rd. As previously discussed – the package included both a concrete and an asphalt option. The asphalt design is the standard design, and the concrete alternate was considered with a life cycle cost factor of 10%, being the limit afforded by the FAA without a more detailed analysis – prior to bidding. Had time permitted and we proceeded through a complete life cycle cost analysis before bidding, there was no guarantee the FAA would entertain our results. With our bidding experience in Inyokern, it is very difficult to estimate construction at all, let alone estimating two alternatives in support of a detailed comparison. We advertised for bid June 5th, then had a mandatory Pre-Bid Job Walk June 23rd. Six likely general contractors in attendance. One could have been material supplier only. There were several electrical contractors. We conducted a site visit in car caravan. Then had bid opening July 7th, where contractors could bid either asphalt alternate or concrete alternate. Three contractors bid the asphalt alternate. One contractor bid the concrete alternate. Two contractors bid both asphalt and concrete. Received a total of 8 bids. 5 for the asphalt pavement option, 3 for the concrete option. Time has been spent reviewing the math for all bids, contractor licensing, and DIR registration. The apparent low bidder is Granite Construction. Granite bid the asphalt alternate. The bid price is \$9,316,350.00. This bid amount has been confirmed. DBE documentation for the low three bidders is due before 4:00 pm tomorrow. This material will be evaluated over the next few days. For the purposes of comparison of bids and for determining the award of contract, the packages had a life-cycle cost factor of 10%. Asphalt bids were increased by 10% to generate a representative bid total for comparison. Concrete bids were not increased.

Bid results with application of the life cycle cost:

Company	Material	Representative Bid	Actual Bid
Granite	Asphalt	\$10,247,985.00	\$9,316,350.00
Griffith	Asphalt	\$11,537,241.10	\$10,488,401.00
Sully-Miller	Asphalt	\$11,906,400.00	\$10,824,000.00
Griffith	PCC	\$12,544,521.00	\$12,544,521.00
Papich	Asphalt	\$12,597,379.30	\$11,482,163.00
Bowman	Asphalt	\$13,170,850.00	\$11,973,500.00
Papich	PCC	\$13,877,984.00	\$13,877,984.00
Baldi	PCC	\$14,211,110.10	\$14,211,110.10

8. BOARD COMMENT:

9. **CLOSED SESSION:** None

10. **DISTRICT COUNSEL:**

11. **ADJOURNMENT:**

TO ADJOURN THE MEETING AT 7:10 PM

Approved at the 8/13/2020 Regular meeting of the board of directors of the Indian Wells Valley Airport District

Board Clerk: *Dawn Moore*