

INDIAN WELLS VALLEY AIRPORT DISTRICT

NOTICE OF A SPECIAL BOARD MEETING

AUGUST 5TH, 2022

9:00 AM

Airport Office

1669 Airport Road

Inyokern, CA 93527

MEETING ALSO AVAILABLE BY TELECONFERENCE

Dial-in: 17172758940

Access Code: 3788420

AGENDA

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. CONSENT AGENDA
 - A. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING 5-27-22 AND 6-30-22 WAIVE FURTHER READING OF MINUTES
 - B. APPROVAL/RATIFICATION OF PAYMENT REGISTER FOR MAY- JUNE 2022
 - C. APPROVAL/RATIFICATION: UNION CREDIT CARD STATEMENTS MAY – JUNE 2022
4. BUSINESS ITEMS
 - A. DISCUSSION/APPROVAL: FY 22-23 BUDGET
 - B. DISCUSSION/APPROVAL: RESOLUTION AMENDING CONFLICT OF INTEREST CODE
 - C. DISCUSSION/APPROVAL: RESOLUTION AMENDING ADMINISTRATION CODE TO INCLUDE ALL FEDERAL HOLIDAYS
 - D. ACCEPTANCE OF AUDITORS ENGAGEMENT LETTER FOR FY 21-22 AUDIT
5. MANAGER'S REPORT
6. COMMITTEE REPORTS
7. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA
8. BOARD COMMENT ON ITEMS NOT ON THE AGENDA
9. CLOSED SESSION:

This Agenda was posted on August 2ND, 2022 by Demi Mace.

ADA Notice: Persons desiring disability-related accommodations should contact the District no later than forty-eight hours prior to the meeting. Persons needing an alternative format of the agenda because of a disability should notify the District no later than seventy-two hours prior to the meeting. All inquiries/requests can be made by phone at (760) 377-5844, in person at 1669 Airport Way, Inyokern, CA, or via email to demi@inyokernairport.com

Copy of Records: Copies of public records related to open session items are available at the administrative office of the District at 1669 Airport Way, Inyokern, CA.

Consent Agenda: All items on the Consent Agenda are considered to be routine and non-controversial by the Airport staff and will be approved in one notion if no Director or member of the public wishes to comment or ask questions. If comment or discussion is desired by anyone, that item may be removed from the Consent Calendar and will be considered in the listed sequence with an opportunity for members and public to address the Board concerning the item *prior to action being taken.*)

Public Comments: Members of the public may comment on items on the agenda before the Board takes action on that item, or for closed session items, before the Board goes into closed session. Comments on items not on the agenda, and over which the Board has jurisdiction, may be made under "Public Comment," but the Board may not take action on any issues raised during this time. All comments by members of the public are limited to three minutes.

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE INDIAN WELLS VALLEY AIRPORT DISTRICT
May 27th, 2022 @ 9:00 AM (Held via Teleconference)**

1. CALL TO ORDER AND ROLL CALL

Jim Paris called the meeting to order at 9:15 AM. Present were: Jim Paris, Richard Bruce, Russ Bates, Assistant General Manager Joseph Foster, Office Manager Demi Mace, and by teleconference: Paul Valovich, Airport District Counsel Scott Nave via teleconference

2. PLEDGE OF ALLEGIANCE TO THE FLAG WAS LED BY Bruce Richard

3. CONSENT CALENDAR:

- A. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING 3-18-22 AND 4-5-22
WAIVE FURTHER READING OF MINUTES
- B. APPROVAL/RATIFICATION OF PAYMENT REGISTER FOR MARCH - APRIL 2022
- C. FINANCIAL REPORTS: AUGUST 2021 – DECEMBER 2021
- D. APPROVAL/RATIFICATION: UNION CREDIT CARD STATEMENTS MARCH - APRIL 2022

Motion was made by Director Paris, Seconded by Holloway
TO APPROVE CONSENT CALENDAR ITEMS

Motion was passed by roll call vote: 4 ayes

4. BUSINESS ITEMS:

5. COMMITTEE REPORT:

6. PUBLIC COMMENT:

7. MANAGERS REPORT:

8. BOARD COMMENT ON ITEMS NOT ON THE AGENDA:

9. CLOSED SESSION:

10. DISTRICT COUNSEL:

11. ADJOURNMENT: TO ADJOURN THE MEETING AT 9:22 AM

Approved at the _____th, 2022 meeting of the board of directors of the Indian Wells Valley Airport District

Board Clerk: _____

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
OF THE INDIAN WELLS VALLEY AIRPORT DISTRICT
JUNE 30th, 2022 @ 9:00 AM (Held via Teleconference)**

1. CALL TO ORDER AND ROLL CALL

Jim Paris called the meeting to order at 9:00 AM. Present were: Jim Paris, Richard Bruce, Chip Holloway, General Manager Scott Seymour, Office Manager Demi Mace, Assistant General Manager Joseph Foster and by teleconference: Paul Valovich, Airport District Counsel Scott Nave, and Auditors Scot Westall and Mark Gehring via teleconference

2. PLEDGE OF ALLEGIANCE TO THE FLAG WAS LED BY Jim Paris

3. CONSENT CALENDAR:

4. BUSINESS ITEMS:

A: ACCEPTANCE OF 2021 ANNUAL AUDIT:

-The board asks the auditors why we had to have a meeting so urgently and they explained that the audit took longer than they would have liked because of some of the airports grant related *documents being sent to them during their busiest time of year which caused delays in the completion of the audit.* There were no other questions.

Motion was made by Director Holloway, Seconded by Bruce

TO ACCEPT THE 2021 ANNUAL AUDIT

Motion was passed by roll call vote: 5 ayes

5. COMMITTEE REPORT:

6. PUBLIC COMMENT:

7. MANAGERS REPORT:

-Scott and Mark (the auditors) are excused by Scott from the meeting and hang up. Scott Seymour begins by saying that on June 22nd Skywest filed an application with the US Department of Transportation to start a Skywest Charter LLC a part 135 operation using CJR 200 with 30 passenger configuration they want to get back into small markets. with part 135 it will cut away 65 year old mandatory retirement age and first officers having to have ATP so they can go back to FO's with 250 hours. Scott says he will be writing a letter of support to everyone named on it and try to get Kevin McCarthy and Shannon Grove to write letters of support for this application. This is good news and hopefully other airlines follow suit. We approved a contract with mead and hunt to do a study on viability that has been out off due to Covid. Scott Seymour asks district council Scott Nave if we will have to re-approve the Mead and Hunt air service survey contract. Nave says it would not need to be re-approved unless scope or costs have changed and the board may want to revisit it then. Scott Seymour says that it will likely need to be a business item in the future. He also says that he believes If we

were able to enplane 10,000 a year we would go back to \$1million dollars of entitlement money per year instead of the \$150k we now get. Scott Seymour explains that we have been working with *Scaled Composites* and that they have some targets set up on the airfield for a flight taking place in July. We also have military at the end of July through august 18th bringing 7 Shinook helicopters, 3 Apaches and C-130s and possibly MQ1's. We have already sold over \$200k in fuel.

8. BOARD COMMENT ON ITEMS NOT ON THE AGENDA:

9. CLOSED SESSION:

10. DISTRICT COUNSEL:

11. ADJOURNMENT: TO ADJOURN THE MEETING AT 9:27AM

Approved at the _____, 2022 meeting of the board of directors of the Indian Wells Valley Airport District

Board Clerk: _____

Check Register - Mission Bank/Alta One

DATE	CK NUMBER	PAYEE	DESCRIPTION	DEBIT	CREDIT	BALANCE
5/2/2022	ECH		Payroll	\$ (9,311.16)		\$ 185,755.18
5/2/2022	ECH	Guardian	Benefits	\$ (228.33)		\$ 185,526.85
5/2/2022	ECH	Ameriflight	Ramp Fee		\$ 640.00	\$ 186,166.85
5/3/2022	ECH	CDTFA	Sales and Use Tax	\$ (50.00)		\$ 186,116.85
5/3/2022	ECH	Expertpay	Payroll/Joe Foster IWO	\$ (94.15)		\$ 186,022.70
5/5/2022	ECH		Payroll tax	\$ (606.04)		\$ 185,416.66
5/5/2022	4638	A&L Tire	Vehicle Maintenance	\$ (616.83)		\$ 184,799.83
5/5/2022	4639	Burkey Cox	Accountant	\$ (550.00)		\$ 184,249.83
5/5/2022	4640	Gateway Hardware	Maintenance Supply	\$ (726.88)		\$ 183,522.95
5/5/2022	4641	o'reilly auto	Vehicle Maintenance	\$ (108.41)		\$ 183,414.54
5/6/2022	4642	Socal Edison	Utilities - electric 4377	\$ (816.54)		\$ 182,598.00
5/5/2022	4643	Union Bank	Misc	\$ (2,315.41)		\$ 180,282.59
5/5/2022	4644	Verizon Wireless	Communications	\$ (158.98)		\$ 180,123.61
5/5/2022	4645	Waste Management	utilities - trash	\$ (186.56)		\$ 179,937.05
5/5/2022	4646	Socal Edison	utilities - electric 2478	\$ (719.95)		\$ 179,217.10
5/5/2022	4647	Union Bank	misc	\$ (686.56)		\$ 178,530.54
5/5/2022	4648	Socal Edison	utilities - electric 8969	\$ (331.12)		\$ 178,199.42
5/5/2022	4649	Socal Edison	utilities - electric 1380	\$ (57.65)		\$ 178,141.77
5/6/2022	ech	CDTFA	Motor Fuel Tax	\$ (45.00)		\$ 178,096.77
5/6/2022	ECH	IRS	Tax	\$ (2,698.13)		\$ 175,398.64
5/9/2022	ECH	ameriflight	ramp fee		\$ 320.00	\$ 175,718.64
5/9/2022	ECH	AIP 35	Staff hours		\$ 7,461.15	\$ 183,179.79
5/16/2022	ech	ameriflight	landing fee		\$ 130.55	\$ 183,310.34
5/17/2022	ECH	EPIC	Fuel Income		\$ 112,179.75	\$ 295,490.09
5/17/2022	ECH		Payroll	\$ (10,367.68)		\$ 285,122.41
5/17/2022	ECH		Payroll/Joe Foster IWO	\$ (94.15)		\$ 285,028.26
5/19/2022	ECH		Payroll Tax	\$ (754.19)		\$ 284,274.07
5/20/2022	ECH	IRS	Tax	\$ (3,185.72)		\$ 281,088.35
5/26/2022	4650	A&L Tire	Vehicle Maintenance	\$ (3,612.99)		\$ 277,475.36
5/26/2022	4651	Beck oil	Airfield Maintenance	\$ (645.12)		\$ 276,830.24
5/26/2022	4652	California Broadband	Communications	\$ (693.00)		\$ 276,137.24
5/26/2022	4653	Clark Pest Control	Building Maintenance	\$ (165.00)		\$ 275,972.24
5/26/2022	4654	cosner-niepp corp	office equipment	\$ (488.59)		\$ 275,483.65
5/26/2022	4655	dons petroleum	Voided - rejected by his bank			\$ 275,483.65

5/26/2022	4656	Earth Landscape	Park & Landscape	\$	(595.00)	\$	274,888.65
5/26/2022	4657	frontier	Communications	\$	(65.33)	\$	274,823.32
5/26/2022	4658	inyokern CSD	Utilities - water	\$	(752.68)	\$	274,070.64
5/26/2022	4659	pg&e	Utilities - gas	\$	(7.58)	\$	274,063.06
5/26/2022	4660	Socal Edison	utilities - electric 5402	\$	(765.69)	\$	273,297.37
5/26/2022	4661	pg&e	utilities - gas	\$	(7.85)	\$	273,289.52
5/26/2022	4662	Blue Shield	Benefits	\$	(3,745.21)	\$	269,544.31
5/26/2022	4663	State Fund	Workers comp	\$	(584.66)	\$	268,959.65
5/27/2022	ech	KCFD	Lease	\$	8,027.40	\$	276,987.05
5/31/2022	ECH		Payroll	\$	(9,673.08)	\$	267,313.97
5/31/2022	ECH		Payroll/Joe Foster IWO	\$	(94.15)	\$	267,219.82
6/1/2022	ECH	Guardian	Benefits	\$	(228.33)	\$	266,991.49
6/2/2022	ECH		Payroll Tax	\$	(670.97)	\$	266,320.52
6/3/2022	Ech	IRS	Tax	\$	(2,865.52)	\$	263,455.00
6/7/2022	ECH	CDTFA	Sales and Use Tax	\$	(50.00)	\$	263,405.00
6/7/2022	ECH	CDTFA	Motor Fuel Tax	\$	(52.00)	\$	263,353.00
6/7/2022	4664	Jim Paris	Director Compensation	\$	(100.00)	\$	263,253.00
6/7/2022	4665	Paul Valovich	Director Compensation	\$	(100.00)	\$	263,153.00
6/7/2022	4666	Rich Bruce	Director Compensation	\$	(100.00)	\$	263,053.00
6/7/2022	4667	Russ Bates	Director Compensation	\$	(100.00)	\$	262,953.00
6/7/2022	4668	A&L Tire	Vehicle Maintenance	\$	(207.50)	\$	262,745.50
6/7/2022	4669	bertrand	Equipment	\$	(4,340.00)	\$	258,405.50
6/7/2022	4670	Burkey Cox	Accountant	\$	(1,125.00)	\$	257,280.50
6/7/2022	4671	China Lake Alliance	Membership	\$	(250.00)	\$	257,030.50
6/7/2022	4672	Earth Landscape	Building Maintenance	\$	(5,605.00)	\$	251,425.50
6/7/2022	4673	Gateway Hardware	Maintenance Supply	\$	(1,149.84)	\$	250,275.66
6/7/2022	4674	inyokern CSD	Utilities - water	\$	(878.12)	\$	249,397.54
6/7/2022	4675	nave law office	Legal	\$	(1,600.00)	\$	247,797.54
6/7/2022	4676	Socal Edison	utilities - electric 5204	\$	(301.59)	\$	247,495.95
6/7/2022	4677	Union Bank	misc	\$	(399.38)	\$	247,096.57
6/7/2022	4678	Verizon Wireless	Communications	\$	(158.98)	\$	246,937.59
6/7/2022	4679	Waste Management	Utilities - trash	\$	(186.56)	\$	246,751.03
6/7/2022	4680	Socal Edison	utilities - electric 1380	\$	(208.26)	\$	246,542.77
6/7/2022	4681	Socal Edison	utilities - electric 5402	\$	(1,900.09)	\$	244,642.68
6/7/2022	4682	Socal Edison	utilities - electric 4377	\$	(909.81)	\$	243,732.87
6/7/2022	4683	Socal Edison	utilities - electric 8969	\$	(356.63)	\$	243,376.24
6/7/2022	4684	Socal Edison	utilities - electric 2478	\$	(1,076.60)	\$	242,299.64
6/7/2022	4685	Union Bank	misc	\$	(5,287.14)	\$	237,012.50
6/13/2022	ECH	Amerflight	Landing fees	\$	289.71	\$	237,302.21



Union Bank® Business Visa® Credit Card
Statement Period: 04/27/22 through 05/27/22

Account Number ending in 0751

Account Summary		Payment Summary	
Previous Balance	\$2,315.41	New Balance	\$5,287.14
Payments and Credits	-\$2,647.47	Minimum Payment Due	\$105.74
Purchases	\$5,619.20	Past Due Amount	\$0.00
Balance Transfers	\$0.00	Payment Due Date	06/24/22
Cash Advances	\$0.00	Credit Limit	\$30,000.00
Fees Charged	\$0.00	Available Credit	\$24,712.00
Interest Charged	\$0.00	Cash Limit	\$6,000.00
New Balance	\$5,287.14	Available Cash	\$6,000.00
		Closing Date	05/27/22
		Days in Billing Cycle	31

If you have a credit amount for New Balance (indicated as a negative dollar amount), you have the right to request a refund. Refer to the Contact Us section below.

Rewards Summary	
Previous Reward Points Balance	10,315
Points Earned this month	6,821
Points Redeemed this month	0
Points Expired	0
New Points Balance	17,136

Contact us regarding your account			
If your card is lost or stolen or you need assistance: U.S. and Canada (TDD - Relay Service Available, 7-1-1): 888-649-9900 Outside the U.S. and Canada; Dial +1-844-852-2713	Send inquiries (such as credit balance refund requests) to: MUFG Union Bank Credit Card Operations PO Box 60398 Phoenix AZ 85082-0398	Mail payments to: Union Bank PO Box 650349 Dallas TX 75265-0349	Visit our website: To service your existing credit card: mycreditcard.unionbank.com For more information about Union Bank products and services: unionbank.com

1084 8001 TKH 002 7 18 220527 0 PAGE 1 of 4 10 3616 1080 Y072 8779

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Union Bank Business Visa Credit Card
Account Number ending in 0751
 New Balance: \$5,287.14
 Minimum Payment Due: \$105.74
 Past Due Amount: \$0.00
 Payment Due Date: 06/24/22

Please make checks payable to Union Bank. Write your account number on your check; include coupon with payment.

\$
Amount Enclosed

Request update or correction to address and complete form on back

Make checks payable to:

 Union Bank
 PO Box 650349
 Dallas TX 75265-0349

INDIAN WELLS VALLEY AIRPO 8779
 COMPANY CARD
 PO BOX 634 DC06
 INYOKERN CA 93527-0634



94624959838207510000000105740000005287145



Union Bank® Business Visa® Credit Card
Statement Period: 04/27/22 through 05/27/22

Account Number ending in 0751

Transactions

Payments and Other Credits

Trans Date	Reference Number	Description	Amount
04/26	7443105G5RQEB2RWA	NAPA AUTO PARTS 0000501 RIDGECRES CREDIT	
05/06	7490841GE48HXB3PR	WEB*NETWORKSOLUTIONS 888-6429 CREDIT	-281.99
05/09	7429435GJ00XTMJLS	PAYMENT - THANK YOU	-50.07
Total Payments and Credits this Period			-2,315.41
			-2,647.47

Trans Date	Reference Number	Description	Amount
04/26	2443105G5RQEB2RWP	NAPA AUTO PARTS 0000501 RIDGECREST CA	
04/28	2444500G7EJ14N3SY	DOLLAR GENERAL #15007 INYOKERN CA	184.46 ✓
04/28	2480197G7RDQ54B36	INYOKERN MARKET INYOKERN CA	72.94 ✓
04/30	2469216G62XXW17P0	CHEVRON 0203080 INYOKERN CA	100.00 ✓
05/02	2469216GA2X989LF1	Amazon Prime* 1Q4CJ6HV0 Amzn.com/bill WA	135.98 ✓
05/04	2480197GDRDQ54K4A	INYOKERN MARKET INYOKERN CA	16.08 ✓
05/04	2490641GQ48EH85MH	WEB*NETWORKSOLUTIONS 888-6429875 FL	58.18 ✓
05/04	2490641GQ48EH98XW	WEB*NETWORKSOLUTIONS 888-6429875 FL	50.97 ✓
05/05	2420429GD008YVX5D	Microsoft*Store 800-8427676 WA	50.07 ✓
05/05	2480197GERDQ54KVR	INYOKERN MARKET INYOKERN CA	69.99 ✓
05/05	2480197GERDQ54KW8	INYOKERN MARKET INYOKERN CA	100.00 ✓
05/06	2416407GE31SNJXYD	QUILL CORPORATION 800-982-3400 SC	100.00 ✓
05/11	2469216GL2XB63LLQ	TST* Classic Burgers Inyokern CA	215.53 ✓
05/13	2443105GNRQEB2RVQ	NAPA AUTO PARTS 0000501 RIDGECREST CA	26.61 ✓
05/18	2413748GT01B1KEV3	USPS PO 0536960527 INYOKERN CA	207.87 ✓
05/18	2480197GTRDQ551PM	INYOKERN MARKET INYOKERN CA	116.00 ✓
05/17	2469216GT2XDA0YZX	INTUIT *QuickBooks Online CL INTUIT.COM CA	33.37 ✓
05/17	2469216GT2XHHY4M5	AMZN Mktg US*1R3HD1BZ1 Amzn.com/bill WA	50.00 ✓
05/18	2476501GSHTZ0R1W8	DESERT INDUSTRIAL SUPP RIDGECREST CA	25.73 ✓
05/20	2449216GW000F9S21	CONFERENCECALLSERVICES WWW.IOTUM.COM CA	3,680.50 ✓
05/20	2469216GW2XR9EW1D	AMZN Mktg US*1R2JM9YF1 Amzn.com/bill WA	9.99 ✓
05/23	2444500H0EHZD9PMZ	DOLLAR GENERAL #15007 INYOKERN CA	138.93 ✓
05/25	2469216H12XSZ9036	AMZN Mktg US*5W2CE6XG3 Amzn.com/bill WA	7.67 ✓
05/25	2480197H2RDQ55QFH	INYOKERN MARKET INYOKERN CA	51.25 ✓
			100.00 ✓

Fees

Trans Date	Reference Number	Description	Amount
		VEH. MAINT	493.58
		OFFICE SUPPLY	296.14
Total Fees This Period			789.72
			\$0.00

Interest Charged

Trans Date	Reference Number	Description	Amount
		SUBSC.	16.08
		SOFTWARE	180.05
05/27		Interest Charge on Purchases	0.00
05/27		Interest Charge on Cash Advances	0.00
Total Interest This Period			196.13
			\$0.00

Year to Date Summary

Total Fees Charged in 2022	\$0.00
Total Interest Charged in 2022	\$0.00

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Type of Balance	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charge
Purchases	13.74% (v)	\$0.00	\$0.00



Union Bank® Business Visa® Credit Card
Statement Period: 04/27/22 through 05/27/22
 Account Number ending in 5007

Account Summary		Payment Summary	
Previous Balance	\$686.56	New Balance	\$399.38
Payments and Credits	-\$686.56	Minimum Payment Due	\$10.00
Purchases	\$399.38	Past Due Amount	\$0.00
Balance Transfers	\$0.00	Payment Due Date	06/24/22
Cash Advances	\$0.00	Credit Limit	\$30,000.00
Fees Charged	\$0.00	Available Credit	\$29,600.00
Interest Charged	\$0.00	Cash Limit	\$6,000.00
New Balance	\$399.38	Available Cash	\$8,000.00
		Closing Date	05/27/22
		Days in Billing Cycle	31

If you have a credit amount for New Balance (indicated as a negative dollar amount), you have the right to request a refund. Refer to the Contact Us section below.

Rewards Summary	
Previous Reward Points Balance	4,480
Points Earned this month	688
Points Redeemed this month	0
Points Expired	0
New Points Balance	5,148

Contact us regarding your account			
<p>If your card is lost or stolen or you need assistance: U.S. and Canada (TDD - Relay Service Available, 7-1-1): 888-643-9800 Outside the U.S. and Canada: Dial +1-844-852-2713</p>	<p>Send inquiries (such as credit balance refund requests) to: MUFG Union Bank Credit Card Operations PO Box 60396 Phoenix AZ 85082-0396</p>	<p>Mail payments to: Union Bank PO Box 650349 Dallas TX 75265-0349</p>	<p>Visit our website: To service your existing credit card: mycreditcard.unionbank.com For more information about Union Bank products and services: unionbank.com</p>



Union Bank® Business Visa® Credit Card
 Statement Period: 04/27/22 through 05/27/22
 Account Number ending in 5007

Transactions

Payments and Other Credits

Trans Date	Reference Number	Description	Amount
05/09	7429435GJ00XTMKXK	PAYMENT - THANK YOU	-888.56
Total Payments and Credits this Period			-888.56

Trans Date	Reference Number	Description	Amount
04/25	2444500G4EHZBFOYR	DOLLAR GENERAL #15007 INYOKERN CA	23.60
05/05	2480197GERDQ54KVG	INYOKERN MARKET INYOKERN CA	100.00
05/05	2480197GERDQ54KW0	INYOKERN MARKET INYOKERN CA	100.00
05/11	2476501GKHTZ0R1LD	DESERT INDUSTRIAL SUPP RIDGECREST CA	78.52
05/12	2413746GL5SDGHGQS	SAGE MART RIDGECREST CA	88.26
05/13	2426979GNEJBW0WGH	THE CAR WASH RIDGECREST CA	9.00

Fees

Trans Date	Reference Number	Description	Amount
Total Fees This Period			\$0.00

Interest Charged

Trans Date	Reference Number	Description	Amount
05/27		Interest Charge on Purchases	0.00
05/27		Interest Charge on Cash Advances	0.00
Total Interest This Period			\$0.00

Year to Date Summary

Total Fees Charged in 2022	\$24.68
Total Interest Charged in 2022	\$22.03

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Type of Balance	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charge
Purchases	13.74% (v)	\$0.00	\$0.00
Cash Advances	25.99% (v)	\$0.00	\$0.00

(v) = Variable Rate (f) = Fixed Rate

Important Messages

Important Update: The Prime Rate increased in the Wall Street Journal on May 5, 2022, by 0.50 percent to 4.00 percent. When the Prime Rate changes, your credit card's variable annual percentage rates (APRs) may change. To see your updated APRs (effective May 5, 2022), please reference the Annual Percentage Rate (APR) column of the Interest Charge Calculation section on this statement.

Sign up for online credit card statements. With online statements, you can reduce unnecessary clutter and get fast, secure, convenient access to your statements anytime, from anywhere.

- Follow these easy steps to set up online statements:
1. Sign in to mycreditcard.unionbank.com
 2. Click on "Change Delivery Method" within the "Statements" tab
 3. Select "Receive Electronic Statement Only"
 4. Confirm your email address, follow the prompts and click "Submit"

Enroll in Auto-Pay today—it is the quick and easy way to ensure your Union Bank Visa Credit Card gets paid on time every month. With no checks to write, sign-ins to make, or dates to remember, all you have to do is enjoy your day. Plus, there are no fees for using the Auto-Pay service. Sign in to mycreditcard.unionbank.com to enroll.



Union Bank® Business Visa® Credit Card
 Statement Period: 05/28/22 through 06/26/22
 Account Number ending in 0751

Transactions

Payments and Other Credits

Trans Date	Reference Number	Description	Amount
06/15	7429435HP00XTMJYT	PAYMENT - THANK YOU	-5,287.14
Total Payments and Credits this Period			-5,287.14

Trans Date	Reference Number	Description	Amount
05/27	2413746H45SEM9HM8	798 HOWARDS MINI MART RIDGECREST CA	55.07
05/28	2480197H5RDQ55GX5	INYOKERN MARKET INYOKERN CA	100.00
05/28	2480197H5RDQ55GY2	INYOKERN MARKET INYOKERN CA	42.82
05/31	2444500H8EJ0BHXAZ	DOLLAR GENERAL #15007 INYOKERN CA	15.34 ✓
05/31	2444500H8EJ0BHX8Q	DOLLAR GENERAL #15007 INYOKERN CA	76.21 ✓
06/02	2413746HA018FBKVS	USPS PO 0536950527 INYOKERN CA	13.15 ✓
06/02	2469216H92XY07VYE	Amazon Prime*571244013 Amzn.com/bill WA	16.08 ✓
06/03	2480197HBRDQ55PWV	INYOKERN MARKET INYOKERN CA	100.00
06/06	2412259HE0VYH8EL2	T&T ALIGNMENT RIDGECREST CA	851.39 ✓
06/06	2441289HE0GRWG4S0	MARK C POPE ASSOCIATES I 770-4352471 GA	47.60 ✓
06/06	2469216HD2XGND4VS	AMZN Mktp US*T32Q530K3 Amzn.com/bill WA	17.18 ✓
06/08	2490641HF4AWN2MQG	WEB*NETWORKSOLUTIONS 888-6429675 FL	42.99 ✓
06/09	2480197HHRDQ55Z90	INYOKERN MARKET INYOKERN CA	47.39 ✓
06/13	2444500HMEHZTZVH5	DOLLAR GENERAL #15007 INYOKERN CA	8.85 ✓
06/13	2480197HMRDQ5644Q	INYOKERN MARKET INYOKERN CA	100.00
06/13	2480197HMRDQ56445	INYOKERN MARKET INYOKERN CA	100.00
06/16	2420429HNNH6BVAQ88	Subway 34551 178-03774449 CA	100.00
06/16	2469216HP2XF03J1W	INTUIT *CHECKS / FORMS CL INTUIT.COM CA	23.58 *
06/16	2469216HP2XP4Q6LF	INTUIT *CHECKS / FORMS CL INTUIT.COM CA	30.88 ✓
06/16	2480197HRRDQ56788	INYOKERN MARKET INYOKERN CA	145.84 ✓
06/17	2469216HR2X6FPGGE	INTUIT *QuickBooks Online CL INTUIT.COM CA	100.00
06/20	2449216HV000QAVSL	CONFERENCECALLSERVICES WWW.IOTUM.COM CA	50.00 *
06/22	2469216HX2X63FL89	AMZN Mktp US*T94NL7JQ3 Amzn.com/bill WA	9.99 ✓
06/22	2480197HYRDQ56FZM	INYOKERN MARKET INYOKERN CA	279.24 ✓
06/22	2480197HYRDQ56G0D	INYOKERN MARKET INYOKERN CA	100.00
06/23	2423166HZBLHVZ3MV	HARBOR FREIGHT TOOLS 751 RIDGECREST CA	23.73
06/23	2443105HZRQEB2RVQ	NAPA AUTO PARTS 0000501 RIDGECREST CA	103.82 *
06/23	2469216HY2XFDHWWA	AMZN Mktp US*S25JG8VU3 Amzn.com/bill WA	536.43 ✓
06/23	2480197HZRDQ56H6S	INYOKERN MARKET INYOKERN CA	53.41 ✓
06/24	2469216HZ2XKL3WZ7	AMZN Mktp US*OR3PT2W63 Amzn.com/bill WA	61.90
06/24	2480197JORDQ4XKHT	EASTRIDGE MARKET RIDGECREST CA	23.58 ✓

Fees

Trans Date	Reference Number	Description	Amount
Total Fees This Period			\$0.00

Interest Charged

Trans Date	Reference Number	Description	Amount
Total Interest This Period			\$0.00

Year to Date Summary

Total Fees Charged in 2022	\$0.00
Total Interest Charged in 2022	\$0.00



Union Bank® Business Visa® Credit Card
Statement Period: 05/28/22 through 06/26/22

Account Number ending in 0751

Account Summary		Payment Summary	
Previous Balance	\$5,287.14	New Balance	\$3,245.48
Payments and Credits	-\$5,287.14	Minimum Payment Due	\$64.90
Purchases	\$3,245.48	Past Due Amount	\$0.00
Balance Transfers	\$0.00	Payment Due Date	07/24/22
Cash Advances	\$0.00	Credit Limit	\$30,000.00
Fees Charged	\$0.00	Available Credit	\$26,754.00
Interest Charged	\$0.00	Cash Limit	\$8,000.00
New Balance	\$3,245.48	Available Cash	\$8,000.00
		Closing Date	06/26/22
		Days in Billing Cycle	30

If you have a credit amount for New Balance (indicated as a negative dollar amount), you have the right to request a refund. Refer to the Contact Us section below.

Rewards Summary

Previous Reward Points Balance	17,135
Points Earned this month	4,169
Points Redeemed this month	12,347
Points Expired	0
New Points Balance	8,958

Contact us regarding your account

If your card is lost or stolen or you need assistance:
 U.S. and Canada (TDD - Relay Service Available, 7-1-1): 888-643-9800
 Outside the U.S. and Canada: Dial +1-844-852-2713

Send inquiries (such as credit balance refund requests) to:
 MUFG Union Bank
 Credit Card Operations
 PO Box 60398
 Phoenix AZ 85082-0398

Mail payments to:
 Union Bank
 PO Box 650349
 Dallas TX 75265-0349

Visit our website:
 To service your existing credit card: mycreditcard.unionbank.com
 For more information about Union Bank products and services: unionbank.com

1009 0001 TKH 002 7 10 220626 0 PAGE 1 of 4 10 3616 1006 Y072 8519

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Union Bank Business Visa Credit Card

Account Number ending in 0751
 New Balance: \$3,245.48
 Minimum Payment Due: \$64.90
 Past Due Amount: \$0.00
 Payment Due Date: 07/24/22

Please make checks payable to Union Bank. Write your account number on your check; include coupon with payment.

\$

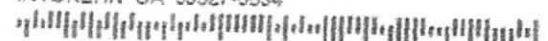
Amount Enclosed

Request update or correction to address and complete form on back

Make checks payable to:

Union Bank
 PO Box 650349
 Dallas TX 75265-0349

INDIAN WELLS VALLEY AIRPO 8519
 COMPANY CARD
 PO BOX 534 0C06
 INYOKERN CA 93527-0534



94624959838207510000000064900000003245488



Union Bank® Business Visa® Credit Card
 Statement Period: 05/28/22 through 06/26/22
 Account Number ending in 5007

Transactions

Payments and Other Credits

Trans Date	Reference Number	Description	Amount
06/15	7429435HP00XTMJY9	PAYMENT - THANK YOU	-399.38
Total Payments and Credits this Period			-\$399.38

Trans Date	Reference Number	Description	Amount
06/02	2413746H98R09E35E	SAGE MART RIDGECREST CA	79.01
06/07	2480197HFRDQ55WL2	INYOKERN MARKET INYOKERN CA	100.00
05/10	2413746HJ01A4VQ7T	USPS PO 0536980527 INYOKERN CA	116.00
06/17	2413746HR8R1N6M42	SAGE MART RIDGECREST CA	60.58

Fees

Trans Date	Reference Number	Description	Amount
Total Fees This Period			\$0.00

GAS 239.59

Interest Charged

Trans Date	Reference Number	Description	Amount
06/26		Interest Charge on Purchases	0.00
06/26		Interest Charge on Cash Advances	0.00
Total Interest This Period			\$0.00

Year to Date Summary

Total Fees Charged in 2022	\$24.68
Total Interest Charged in 2022	\$22.03

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Type of Balance	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charge
Purchases	13.74% (v)	\$0.00	\$0.00
Cash Advances	25.99% (v)	\$0.00	\$0.00

(v) = Variable Rate (f) = Fixed Rate

Important Messages

Important Update: The Prime Rate increased in the Wall Street Journal on May 5, 2022, by 0.50 percent to 4.00 percent. When the Prime Rate changes, your credit card's variable annual percentage rates (APRs) may change. To see your updated APRs (effective May 6, 2022), please reference the Annual Percentage Rate (APR) column of the Interest Charge Calculation section on this statement.

Sign up for online credit card statements. With online statements, you can reduce unnecessary clutter and get fast, secure, convenient access to your statements anytime, from anywhere.

Follow these easy steps to set up online statements:

1. Sign in to mycreditcard.unionbank.com
2. Click on "Change Delivery Method" within the "Statements" tab
3. Select "Receive Electronic Statement Only"
4. Confirm your email address, follow the prompts and click "Submit"

Enroll in Auto-Pay today—it is the quick and easy way to ensure your Union Bank Visa Credit Card gets paid on time every month. With no checks to write, sign-ins to make, or dates to remember, all you have to do is enjoy your day. Plus, there are no fees for using the Auto-Pay service. Sign in to mycreditcard.unionbank.com to enroll.



Union Bank® Business Visa® Credit Card
Statement Period: 05/28/22 through 06/26/22
Account Number ending in 5007

Account Summary		Payment Summary	
Previous Balance	\$399.38	New Balance	\$355.59
Payments and Credits	-399.38	Minimum Payment Due	\$10.00
Purchases	\$355.59	Past Due Amount	\$0.00
Balance Transfers	\$0.00	Payment Due Date	07/24/22
Cash Advances	\$0.00	Credit Limit	\$30,000.00
Fees Charged	\$0.00	Available Credit	\$29,644.00
Interest Charged	\$0.00	Cash Limit	\$6,000.00
New Balance	\$355.59	Available Cash	\$6,000.00
		Closing Date	06/26/22
		Days in Billing Cycle	30

If you have a credit amount for New Balance (indicated as a negative dollar amount) you have the right to request a refund. Refer to the Contact Us section below.

Rewards Summary	
Previous Reward Points Balance	5,148
Points Earned this month	595
Points Redeemed this month	0
Points Expired	0
New Points Balance	5,743

Contact us regarding your account

<p>If your card is lost or stolen or you need assistance: U.S. and Canada (TDD - Relay Service Available, 7-1-1): 888-843-9800 Outside the U.S. and Canada: Dial +1-844-852-2713</p>	<p>Send inquiries (such as credit balance refund requests) to: MUFJ Union Bank Credit Card Operations PO Box 60398 Phoenix AZ 85062-0398</p>	<p>Mail payments to: Union Bank PO Box 650349 Dallas TX 75265-0349</p>	<p>Visit our website: To service your existing credit card, mycreditcard.unionbank.com For more information about Union Bank products and services, unionbank.com</p>
---	---	---	---

1884 0001 TKH 002 7 18 220626 0 PAGE 1 of 4 10 3616 1000 Y072 8318

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Union Bank Business Visa Credit Card
Account Number ending in 5007
New Balance: \$355.59
Minimum Payment Due: \$10.00
Past Due Amount: \$0.00
Payment Due Date: 07/24/22

Please make checks payable to Union Bank. Write your account number on your check; include coupon with payment.

\$
Amount Enclosed

Request update or correction to address and complete form on back

Make checks payable to:

Union Bank
PO Box 650349
Dallas TX 75265-0349

INDIAN WELLS VALLEY AIRPO 8318
SCOTT SEYMOUR
PO BOX 634 DC06
INYOKERN CA 93527-0634




946249598870500700000000010000000000355595

**INDIAN WELLS VALLEY AIRPORT
DISTRICT**

BUDGET

FISCAL YEAR 22-23

This Budget was adopted by the Board of Directors of the Indian Wells Valley
Airport District at the Regular Board Meeting

**INDIAN WELLS VALLEY AIRPORT DISTRICT
BUDGET FY 22-23**

ACCT. NO.	Account Description	ACTUAL FY 21	APPROVED FY 22	ACTUAL FY 22	PROPOSED FY 23
4	REVENUE:	\$ 1,370,367.64	\$ 1,562,140.00	\$ 1,932,026.37	\$ 2,469,463.00
41	Operating Revenue:	1,361,367.64	1,552,140.00	1,771,582.00	2,240,340.00
4103	Concessions	3,681.64	1,800.00	600.00	600.00
4104	Film Location Fees	43,600.00	100,000.00	54,400.00	50,000.00
4105	Fuels Sales - AV Gas	127,198.00	120,000.00	144,747.00	170,000.00
4106	Fuels Sales - Jet A	894,813.00	1,000,000.00	1,199,625.00	1,670,000.00
4107	Landing Fees	4,810.00	5,000.00	4,990.00	5,000.00
4108	Ramp Fees	4,000.00	3,840.00	3,840.00	3,840.00
4109	Rents - Hangars	102,162.00	100,000.00	101,689.00	100,000.00
4110	Leases - AV	150,263.00	220,000.00	232,842.00	220,000.00
4111	Leases - Other			27,222.00	20,000.00
4112	Tie Down Fees	840.00	1,500.00	953.00	900.00
4114	Misc. Op Revenue			674.00	
	CalTrans DOT Grant	10,000.00	10,000.00	10,000.00	10,000.00
	AIP 32 - Crack Fill Staff Hours			17,399.00	12,601.00
	AIP 34 - 2-20 Staff Hours			17,567.22	0.00
	AIP 35 - 2-20 Staff Hours			93,478.15	56,522.00
	AIP 38 - Airport Rescue			22,000.00	0.00
	AIP 39 - 15-33 Staff Hours				150,000.00
	AIP 36 - Cares Act Grant	20,000.00		0.00	0.00
	AIP 37 - CRRSA Act	9,000.00		0.00	0.00

NET PROJECTED REVENUE: 139,463.00

**INDIAN WELLS VALLEY AIRPORT DISTRICT
BUDGET FY 22-23**

ACCT. NO.	Account Description	ACTUAL FY 21	APPROVED FY 22	ACTUAL FY 22	PROPOSED FY 23
	TOTAL EXPENSES	\$ 1,245,803.84	\$ 1,575,489.50	\$ 1,550,442.05	\$ 2,330,000.00
5	EXPENSE:				
51	Operating Expenses:	\$ 1,240,406.51	\$ 1,505,794.75	\$ 1,541,058.00	\$ 2,325,050.00
5101	Payroll	346,153.00	362,000.00	375,362.00	387,000.00
51011	Salaries	280,093.00	290,000.00	311,007.00	320,000.00
51012	Benefits	47,270.00	47,000.00	46,118.00	47,000.00
	Dental/Vision	3,035.00	3,500.00	2,739.00	3,500.00
	Medical	44,235.00	44,000.00	43,379.00	44,000.00
51013	Payroll Taxes	11,918.00	12,000.00	13,922.00	14,000.00
510131	Workers Compensation	6,872.00	13,000.00	4,315.00	6,000.00
5102	Maintenance/Procurement	81,316.00	224,000.00	85,906.00	269,500.00
51021	Buildings	11,415.00	30,000.00	31,587.00	30,000.00
51022	Office Equipment	1,545.00	2,000.00	1,747.00	2,000.00
51023	Airfield	12,460.00	15,000.00	4,964.00	15,000.00
51024	Hangars	13,338.00	120,000.00	11,293.00	20,000.00
51025	GSE (ground support equip)	6,705.00	5,000.00	4,361.00	5,000.00
51026	Vehicles	20,085.00	40,000.00	13,459.00	20,000.00
51027	Park & Landscaping	2,880.00	2,000.00	2,408.00	2,500.00
51028	Fuel Facility/Fuel Trucks	12,888.00	10,000.00	16,087.00	175,000.00
5125	Maintenance Supplies	9,315.00	10,000.00	10,612.00	10,000.00
5134	Uniforms	281.00	2,500.00	3,250.00	1,500.00
5105	Rents & Leases (Equip/Bldg)	0.00	1,500.00	0.00	1,500.00
5106	Insurance	42,548.00	41,500.00	46,234.00	50,500.00
	Auto	6,424.00	5,500.00	2,245.00	5,500.00
	Property/Liability	36,124.00	36,000.00	43,989.00	45,000.00
5107	Travel Expenses	50.00	500.00	0.00	500.00
5108	Education/Training	179.00	2,000.00	0.00	2,000.00
5109	Consulting Fees	32,698.00	59,600.00	33,675.00	97,600.00
51091	Accountant/Audit	19,165.00	25,000.00	22,275.00	35,000.00
51092	Legal	9,600.00	9,600.00	9,600.00	9,600.00
51093	Other / Payroll	3,933.00	25,000.00	1,800.00	53,000.00

**INDIAN WELLS VALLEY AIRPORT DISTRICT
BUDGET FY 22-23**

ACCT. NO.	Account Description	ACTUAL FY 21	APPROVED FY 22	ACTUAL FY 22	PROPOSED FY 23
5110	Office Supplies	2,304.00	2,500.00	1,954.00	2,500.00
	Software	1,461.00	2,000.00	1,057.00	1,500.00
5111	Communications (phone/Internet)	12,782.00	14,000.00	15,203.00	15,000.00
5112	Mail/Postage	721.00	1,000.00	811.00	1,000.00
5113	Utilities	74,853.00	65,000.00	72,490.00	75,000.00
51131	Electric	54,348.00	51,000.00	56,581.00	59,000.00
511311	Elec.-Buildings	37,615.00	37,000.00	45,306.00	45,000.00
511312	Elec.-Airfield	16,733.00	14,000.00	11,275.00	14,000.00
511313					
5132	Gas	1,044.00	1,000.00	1,068.00	1,000.00
5133	Water	11,827.00	8,000.00	11,450.00	10,000.00
51134	Trash	7,634.00	5,000.00	3,391.00	5,000.00
5114	Conferences/Seminars	75.00	1,000.00	1,731.00	1,000.00
5115	Licenses/Permits	1,788.00	2,000.00	2,367.00	2,000.00
5116	Memberships/Dues/Subscrp	5,062.00	5,000.00	5,124.00	5,000.00
5117	Advertising	1,102.00	25,000.00	0.00	25,000.00
5118	Promotion	1,380.00	2,000.00	445.00	2,000.00
5119	Public Relations	705.00	1,000.00	833.00	1,000.00
5121	Directors Compensation	5,400.00	6,000.00	2,300.00	4,000.00
5122	Contract Services	0.00			
51221	Gen. Contract Services	0.00		38,030.00	0.00
51222	Maintenance Contracts	0.00			0.00
5123	Elections	-		-	9,000.00
5124	Fuel	542,480.00	576,000.00	881,704.00	1,300,000.00
51241	Gas	3,810.00	4,000.00	6,348.00	6,000.00
51242	Diesel	3,489.00	3,000.00	4,176.00	4,000.00
51243	Jet A	367,034.00	400,000.00	645,522.00	950,000.00
51244	100LL	85,695.00	90,000.00	99,642.00	150,000.00
51245	Excise/Sales Tax	44,500.00	44,000.00	75,566.00	110,000.00
51246	Credit Card Fees	37,952.00	35,000.00	50,450.00	80,000.00
	Government Sales Tax Refund	5,179.00			0.00

**INDIAN WELLS VALLEY AIRPORT DISTRICT
BUDGET FY 22-23**

ACCT. NO.	Account Description	ACTUAL FY 21	APPROVED FY 22	ACTUAL FY 22	PROPOSED FY 23
5126	Bank Chgs/Supplies	10.00			
5129	Data Processing				
5131	Misc. Expenses			5,757.00	6,000.00
	ARFF Garage	72,793.51	30,000.00	0.00	50,000.00
52	Non-Operating Expenses	\$ 5,397.33	\$ 69,694.75	\$ 9,384.05	\$ 4,950.00
5201	Debt Payments				
6	Grant Match	\$ 5,397.33	\$ 69,694.75	\$ 9,384.05	\$ 4,950.00
	AIP 31 - Fence	\$ 2,595.65	\$ -		\$ -
	AIP 32 - Crack Fill	\$ 2,801.68	\$ 4,948.75	\$ 9,384.05	\$ 4,950.00
	AIP 35 - Runway 2-20		\$ 64,746.00	\$ -	
	 				

*AIP 35 - \$64,746 Shortfall

MATCH?

**BUDGET FY22-23
INDIAN WELLS VALLEY AIRPORT DISTRICT
GRANTS**

GRANT REVENUE

GRANTS:

AIP 30 -	FAA Match	\$	2,282.00
AIP 31 - Fence Project	FAA Match	\$	27,833.00
AIP 32 - Crack Fill		\$	19,331.80
AIP 35 - Runway 2-20		\$	8,868,957.14
AIP 37 - Airport Rescue		\$	22,000.00
CA DOT		\$	10,000.00
Total Grant Revenue		\$	8,948,121.94

2022-2023 AIP PROJECTS

AIP 32 - Crack Fill	FAA	\$111,600.00
	CalTrans	\$5,580.00
	Match	\$6,820
		\$124,000
AIP 34/35 - Runway Project	FAA	\$10,000,000
	Cares Act	\$1,030,223
AIP 39 - Reconstruction 15-33	FAA	\$15,000,000
	CalTrans	\$715,500
	Match	\$874,500

BUDGET FY21-22
INDIAN WELLS VALLEY AIRPORT DISTRICT

CAPITAL PROJECTS

CAPITAL PROJECT EXPENDITURES

Grant Funds	\$	8,948,121.94	
			-
Match	\$	9,384.05	
Total Capital Project Expenditures			\$ <u>8,957,505.99</u>

RESOLUTION NO. 22-02

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF INDIAN WELLS VALLEY AIRPORT DISTRICT
AMENDING ITS CONFLICT OF INTEREST CODE**

Whereas, the Political Reform Act requires public agencies to review their conflict of interest code biennially;

Whereas, the District has added the position of Assistant General Manager; and

Whereas, the Board of Directors desires to amend its Conflict of Interest Code to reflect this change;

Now, therefore, be it resolved that the Conflict of Interest Code is amended as provided in Attachment 1 attached hereto.

PASSED, APPROVED AND ADOPTED on July 22, 2022.

Ayes:

Noes:

Abstain:

Absent:

Jim Paris, President

ATTEST:

Scott Seymour, Secretary

CONFLICT OF INTEREST CODE

1. DISCLOSURE CODE

The Political Reform Act (Government Code section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission has adopted a regulation - 2 Cal. Code of Regs. 18730 - that contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of the District by reference. This section, and those designating officials and employees, and establishing economic disclosure categories, shall constitute the Conflict of Interest Code of the District.

2. DISCLOSURE CATEGORIES

The following categories are established for the purpose of conflict of interest disclosure:

Category 1. Persons in this category shall disclose all interests in real property within the District's jurisdiction. The definition for "interests in real property," as used herein, is found in the Political Reform Act.

Category 2. Persons in this category shall disclose all income from (including gifts and loans) and investments in businesses that are doing business with the District, or have done business with the District within the preceding two years, that manufacture, provide or sell services and/or supplies of a type used by the District and associated with the job assignment of designated positions assigned this disclosure category. The definitions for "income" and "gift," as used herein, are found in the Political Reform Act.

Category 3. Persons in this category shall disclose all businesses in which the designated employee as an owner, director, trustee or designated employee holds a position of management.

3. DESIGNATED POSITIONS

(a) The following officers and employees shall file Statements of Economic Interests for the specified disclosure categories:

<u>Designated Employees</u>	<u>Category</u>
Directors	1, 2, 3
General Manager	1, 2, 3
Assistant General Manager	1, 2, 3
Office Manager	1, 2, 3
Legal Counsel	1, 2, 3

(b) Consultants, within the meaning of the Political Reform Act, who participate in decisions or provide information, advice, recommendation, or counsel that could affect financial interests shall file Statements of Economic Interests for all categories. If the General Manager determines a consultant performs a range of services limited in scope and not requiring full disclosure, the General Manager shall prepare a written description of the consultant's duties and a statement of the extent of the disclosure requirements. The General Manager's determination shall be a public record.

4. PLACE AND TIME OF FILING

(a) All officials and employees required to submit a statement of economic interest shall file their statement with the General Manager or designee. The District shall make and retain a copy of all statements filed by its Board Members and forward the originals of such statements to the Clerk of the Board of Supervisors of Kern County.

(b) The District shall retain the originals of statements for all other designated positions named in the Conflict of Interest Code. All retained statements, original or copied, shall be available for public inspection and reproduction pursuant to Government Code section 81008.

RESOLUTION NO. 22-03

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF INDIAN WELLS VALLEY AIRPORT DISTRICT
AMENDING RESOLUTION NO. 01-104 (ADMINISTRATIVE CODE)
REGARDING THE DISTRICT'S PAID HOLIDAY POLICY**

Whereas, the District desires to amend its current vacation and sick leave policy for full- and part-time employees;

Now, therefore, be it resolved by the Board of Directors of Indian Wells Valley Airport District as follows:

Section 1. Amendment of Section 5.03

Article 5, section 5.03, of the Administrative Code is amended to read as follows:

“5.03 Fringe Benefits

The following benefits shall accrue to all permanent employees and the General Manager upon the terms stated herein:

(a) Vacation.

(1) Persons employed full time by the District shall be entitled to a paid vacation of 5 days after one year's service; 10 days each year after two continuous years' service; and 15 days each year after five years' service. Payment during vacation shall be at the rate the employee would otherwise be paid had he worked a regular shift during his vacation.

(2) Persons employed part time, per diem, or temporary by the District shall be entitled to 5 days of paid vacation each year. Up to 5 days of vacation may be carried over to the next year. If an employee accrues 10 days of vacation, the employee shall not accrue any more until the employee has less than 10 days accrued. Payment during vacation shall be at the rate the employee would otherwise be paid had he worked a regular shift during his vacation.

(3) Full-time employees may carry over unused accrued vacation to the next year, but not to exceed 80 hours.

(4) All time for vacation shall be scheduled with the General Manager so that such vacations will not conflict with the District's work schedule. The General Manager shall notify the Board if the General Manager intends to take any vacation in excess of five days.

(5) Any person who leaves the service of the District shall be paid for that year's accrued but unused vacation hours plus any carried over hours (not to exceed 80 hours) at the employee's then regular hourly rate. At any time, an employee may request a pay-out of accrued but unused vacation time, which the District may grant in the sole discretion of the Board.

(b) Sick Leave.

(1) Full time employees are eligible after the 90th day of their employment for 3 days of paid sick leave at their then-current pay rate, and shall accrue 1 day of sick leave for each month of continuous service thereafter. Accrued sick leave shall

not exceed 10 days per year. Accrued sick leave in excess of 10 days will be paid at the end of the employee's employment anniversary date at the employee's then current salary, except for an employee who is fired for cause who shall not be entitled to any payment for sick leave hours.

(2) Part time or temporary employees are eligible for five days or forty hours, whichever is more, of sick leave 90 days after commencement of employment with the District, or their 30th day of service, whichever is later, which cannot be rolled over to subsequent years. Part time or temporary employees shall not be compensated for unused sick leave.

(3) For the purpose of this section, termination and re-employment within twelve months shall not be deemed a break in service. Sick leave may be utilized for preventive care or care of an existing health condition of an employee or the employee's family member, or by victims of domestic violence, sexual assault, or stalking. Sick leave may also be used for bereavement leave, but not to exceed five days per year.

(4) Employees receiving worker's compensation benefits need not utilize accrued sick leave. If such employee chooses to utilize accrued sick leave, he shall receive as sick leave pay the difference between his daily worker's compensation benefits and his regular compensation.

(c) Health and Accident Insurance.

All permanent full time employees and their dependents shall be eligible for membership in the District's group health and accident plan.

(d) Workers Compensation Insurance.

All employee shall receive the benefit of Workers Compensation Insurance as provided by law.

(e) Holidays.

The following Holidays are hereby established as paid District holidays:

(i) All officially-recognized Federal holidays;

(ii) The Day after Thanksgiving Day;

(iii) Noon to closing on December 24; and

(iv) Noon to closing of December 31.

In the event that any of the foregoing holidays fall on Saturday, the immediately preceding Friday will be observed as District holiday. In the event that any of the foregoing holidays fall on Sunday, the next succeeding Monday will be observed as a District holiday.

(f) Leave Without Pay.

An employee may request from the General Manager time off without pay in lieu of receiving any benefits herein provided. Such time off without pay may also be requested even though benefits as herein provided would not otherwise accrue. The General Manager shall approve or disapprove the request in his sole discretion.

(g) Court Duty.

(1) An employee may receive his regular pay while serving as a juror provided his jury fees are paid to the District.

(2) An employee may receive his regular pay while serving as a

witness in a court proceeding, provided, his witness fees are paid to the District.”

Section 2. Effective Date

This resolution shall be effective on November 1, 2018

Section 3. Other

Except as provided herein, the Administrative Code is reaffirmed and readopted.

PASSED, APPROVED AND ADOPTED on October 11, 2018

Paul Valovich, President

ATTEST:

Scott Seymour, Secretary

[SEAL]



July 20, 2022

Board of Directors
Indian Wells Valley Airport District
1669 Airport Road
Inyokern, California 93527

We are engaged to audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Indian Wells Valley Airport District (the District) for the year ended June 30, 2022. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards, Government Auditing Standards and the Uniform Guidance

As stated in our engagement letter dated July 20, 2022, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. We are responsible to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of our audit, we will consider the internal control of Indian Wells Valley Airport District. Such considerations will be solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about the District's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its

P.O. BOX 11171 | BAKERSFIELD, CA 93389

5001 E. COMMERCCENTER DRIVE | SUITE 350 | BAKERSFIELD, CA 93309

(661) 631-1171 OFFICE | (661) 631-0244 FAX | BHKCPAS.com

major federal programs for the purpose of expressing an opinion on the District's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on the District's compliance with those requirements.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the required supplementary information, which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the supplementary information which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risks of material misstatement as part of our auditing planning:

- The risk that receivables at year-end do not reflect the actual amounts that will be received from customers.
- The risk that accrued accounts payable at year-end does not reflect all material expenses that were incurred but not paid prior to year-end.
- The risk that the District's grant proceeds are not appropriately accounted for.
- The risk that the District is not in compliance with requirement of the District's grant agreements.

We expect to begin our audit on approximately October 2022. Mark Gehring is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the Board of Directors and management of Indian Wells Valley Airport District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

BARBICH HOOPER KING
DILL HOFFMAN
Accountancy Corporation

Barbich Hooper King

Bakersfield, California
July 20, 2022