

**RESOLUTION NO. 20-12-809**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF MOJAVE AIR AND SPACE PORT  
AMENDING THE ADMINISTRATIVE CODE AS IT RELATES  
TO AUTHORIZED POSITIONS AND COMPENSATION**

**Whereas**, Board Policy 300, section 3-1.01, specifies the authorized positions for District employees;

**Whereas**, Board Policy 300, section 3-1.02, specifies the compensation for the District’s authorized positions; and

**Whereas**, the District desires to amend the sections regarding authorized positions and compensation;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Mojave Air and Space Port as follows:

1. Section 3-1.01 and 3-1.02 of the Board Policy 300 are amended to read as follows:

“Section 3-1.01 General

(a) **General.** This Article describes terms and conditions of employment. The District’s Employee Handbook contains a more complete description of the terms, conditions and benefits of employment with the District.

- (a) The following full-time positions are authorized:

CEO/General Manager	Security Chief
Director of Planning	Assistant Security Chief
Director of Operations	Security Officer
Director of Administration	Contracts Manager
Director of Fuels	Administrative Assistant II
Director of Technology	Administrative Assistant I
Air Traffic Control Supervisor	
Air Traffic Control Specialist	
Facilities Manager	
Maintenance Supervisor	
Maintenance II	
Maintenance I	

- (b) The following part-time/temporary positions are authorized:

Maintenance - Fueler	Air Traffic Control Specialist
Maintenance -Temporary	Security Officer
Administration/Intern - Temporary	

**Section 3-1.02      Compensation**

- (a) Employees shall be paid biweekly on Fridays.
- (b) Monthly minimum and maximum salaries for full-time authorized positions are:

<u>FULL TIME</u>	<u>COMPENSATION</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
CEO/General Manager	12,500	25,000
Director of Planning	6,667	14,000
Director of Operations	6,667	12,500
Director of Administration	5,490	8,700
Director of Fuels	5,490	8,700
Director of Technology	5,490	8,700
Air Traffic Control Supervisor	5,200	8,000
Air Traffic Control Specialist	5,000	7,000
Facilities Manager	4,144	7,000
Maintenance Supervisor	4,144	6,250
Maintenance II	3,471	6,000
Maintenance I	2,240	5,000
Security Chief	4,144	6,250
Assistant Security Chief	2,240	5,000
Security Officer	2,600	5,000
Contracts Manager	4,144	6,000
Administrative Assistant II	4,144	6,000
Administrative Assistant I	2,240	5,000

- (c) Salaries for part-time employees are as follows:

<u>POSITION (Part-Time)</u>	<u>HOURLY RATE</u>
Air Traffic Control Specialist	28.00 – 43.00
Security Officer	15.00 – 20.00
Maintenance – Fueler	14.00 – 20.00
Maintenance – Temporary	14.00 – 20.00
Administrative – Temporary/Intern	14.00 – 20.00

(d) Wages shall be paid according to State and Federal Law.

PASSED, APPROVED, AND ADOPTED on December 1, 2020.

Ayes: 4  
Noes: 0  
Abstain: 0  
Absent: 0



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Bill Deaver, Acting President

ATTEST



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Jim Balentine, Secretary