

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
February 17, 2022.**

The meeting of the San Bernardino County Airports Commission was called to order at 10:00 a.m. by Commissioner Ray Marquez. Meeting location: 39500 National Trails Highway, Box 3, Daggett, CA 92327.

Commission Members Present:

Larry Asmus, Valley at Large
Jim Bagley, Desert at Large
William Smith, Third District
Ray Marquez, Fourth District, Chair
Mark Alvarez, Fifth District, Vice Chair
Christine Canepa, Second District,

Commission Members Absent:

Dillan Lesovsky, First District

Staff Present:

James E. Jenkins, Director
Maureen A. Snelgrove, Assistant Director
Tammy Gann, Communications Officer
Jared Green, Maintenance Worker I
Alfonso Romo, Airport Maintenance Supervisor
Eduardo Trujillo, Airports Operation Technician I
Lorraine Davila, Real Property Agent II

Department of Airports
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Department of Airports
Real Estate Services

Visitors Present:

Bob Velker
Ron Hamm
Alice Hamm
Ron Hamm Jr.
Jim Cloffel

Chino Development League
Tenant: Daggett Aviation
Tenant: Daggett Aviation
Tenant: Daggett Aviation
Publisher: The Post for High Desert

Public Participation:

None

Pledge of Allegiance

Led by Commissioner Marquez.

Report on Posting of Agenda:

Mr. Jenkins stated that the agenda had been posted as required.

Awards, Guest Introductions and Announcements:

Commissioners and guests introduced themselves.

Action Item - Approval of Commission Meeting Minutes, January 20, 2021

No minutes available.

Commissioner Reports/Comments

Commissioner Asmus expressed his concern on staff turnover.
Commissioner Bagley spoke regarding technology and how that could improve air space. He referred to drones recording real time and tracking.
Commissioner Canepa also spoke regarding air space and how technology could improve air

space.

Commissioner Smith enjoys being on the Barstow-Daggett Airport grounds it's a historic airport. Commissioner Alvarez stated that he attended the planning commission meeting. He is glad he can come out and visit the airports.

Public Comments

Information Item: Chino Airport Traffic Circulation / Right of Way Dedications.

Mr. Jenkins gave a brief update. The Department is awaiting the report from the City of Chino with this information, but due to setbacks with staffing the city has been delayed. Department cannot identify municipal needs from the contract BKF from the private engineering survey firm, it seems the City of Chino has more to identify before handing the reports. The Department has shared previous encumbrances that may have already existed. It has been difficult to communicate with City of Chino since they are not routinely in the office, and they are off Fridays. The Department communicates primarily through electronic needs through emails.

Related to the right of way corridor for Merrill Avenue, the City of Ontario is installing several signalized intersections. They require the property dedications on the south side of Merrill Avenue so that these four-way intersections can be built. The City of Chino will be the beneficiary of the dedications on behalf of the City of Ontario. Developments could be at risk if the FAA doesn't agree property rights can be advanced. There is a concern near the Commercial complex since there is no U-turn available, anybody exiting the airport must go around.

Staged equipment left behind by contractors for the City of Chino during the Merrill Avenue construction has not been the safest. The Department has been diligent in pointing out. There was a major vehicular accident on Bon View and Merrill Ave two weeks ago after hours. The vehicle rolled over into the airport fence; Ms. Snelgrove and Maintenance Supervisor Martinez responded to this accident and reviewed the damaged fence.

Information Item: Department of Airports Video

Ms. Gann gave a brief update. The segment for Baker Airport is complete and is schedule to film February 24th at Twentynine Palms. She plans to film Needles Airport on March 17, Apple Valley in April and Chino in May to complete them all by June. She has the additional footage needed just missing the actual video shooting. Goal is to put the viewer in the history and usage of the airport.

Director's Reports

Capital Improvements

- o Nothing new to Report

Board of Supervisors Activity

- o Monthly Report on Leases
- o Grant package offered by the FAA- no electronical approval process

Real Estate

- o Analysis completed for Fair Market Value for Hangar 1 at Twentynine Palms Airport.
- o Experimental Aircraft association Chapter 92- County Counsel reviewing by April 1st
- o Three leases are scheduled for Board approval – Santiago Communities, Fox Nurseries and Threshold Inc.
- o Flo's – The availability of the leased space will be posted.

Financial Report

Mr. Jenkins shared that The Department is currently at 63% of the fiscal year. Department expenditures are at 23% and revenue is at 70%. Airports Department operates on its revenues and general fund increment. Mr. Jenkins clarified that when the money is not spent, it goes back into the reserves and is programmed to be spent next year on a new project. There is no chance for the Department to lose any money if it is not spent. Mr. Jenkins added that the Department had some major projects next year.

Monthly Report**Assistant Director**

- **Admin**
 - Covid update: Customer Service windows have returned to regular service. Mask mandate was lifted for employees February 15.
 - Positions for Operation Tech I: 3 candidates selected background is pending and an offer was made for a General Service Worker for Chino.
 - Staff Analyst II: Interviewed two candidates, did not move forward with any, and requested a new list.
 - Planner: Opened a week and a half ago will be waiting for a certification list.
 - Beginning to prepare for budget season
 - FAA update meeting: Expanded to include all Airports
- **Chino Airport**
 - Chino Beautification and Branding – continued.
 - Hangar inspections – County owned and other to ensure its compliant.
- **Apple Valley**
 - Cal trans Inspections - Baker and Apple Valley – Needles scheduled today
 - Desert crews are working Asphalt patching and painted.
 - Apple Valley Airshow – Expecting three bids

Mr. Jenkins provided more detail regarding Cal trans inspections. Typically, it's an annual inspection conducted by Cal Trans on behalf of FAA for compliance. The Department has a new inspector with a new focus that will have to be corrected that were not previously focused on by the previous inspector. The Department of Airports will comply to meet their expectations.

Chino Airport Operations

None

Other Business


None

Date, Time and Place of Next Meeting

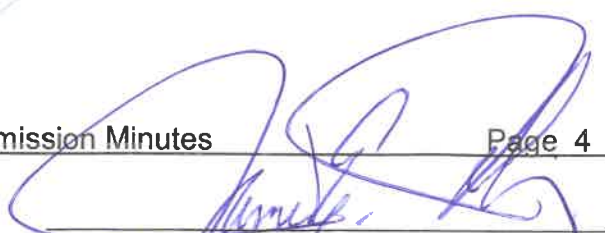
The next meeting will be held on Thursday, March 17, 2022, at 10:00 a.m. at Department of Airports, 711 Airport Road, P.O. Box 784, Needles, CA 92363.

Adjournment: Meeting was adjourned by Commissioner Bagley at 1:04a.m.

Respectfully submitted,



Ray Marquez, Chair
Airports Commission



James E. Jenkins, Director
Department of Airports

N/A

Nicole Leyden, Secretary
Department of Airports