

**AGENDA**  
**AIRPORTS COMMISSION -- SAN BERNARDINO COUNTY**

**December 1, 2022, 10:00 A.M.**

Meeting Location  
Airports Administrative Office  
268 W. Hospitality Lane, 3<sup>rd</sup> Floor  
San Bernardino, Ca 92408

Visitors are requested to make comments or ask questions only on those items not identified in the agenda.

There is a 3-minute time limit per visitor

<https://zoom.us>

Join Zoom Meeting

<https://us06web.zoom.us/j/87809506702?pwd=V0wzMFNwRVdRbC9YWXBZ090ZGlicT09>

Meeting ID: 878 0950 6702

Passcode: 021102

Dial by your location

+1 669 900 6833 US (San Jose)

**1. Call To Order – *Chairman Ray M. Marquez***

Larry Asmus, Valley At Large	_____
Jim Bagley, Desert at Large	_____
Dillon Lesovsky, First District	_____
Christine Canepa, Second District,	_____
William Smith, Third District	_____
Ray M. Marquez, Fourth District, Chair	_____
Mark Alvarez, Fifth District, Vice Chair	_____

**2. Pledge of Allegiance**

**3. Report on Posting of the Agenda**

**4. Awards, Guest Introductions and Announcements**

- 5. Action Item:** Approval of Commission Meeting Minutes, October 26, 2022.  
Motion: \_\_\_\_\_ Second: \_\_\_\_\_



**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING  
October 26, 2022.**

**1. Meeting Called to Order**

Called to order at 10:14 a.m. by Commissioner Ray Marquez.

**Commission Members Present:**

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

**Commission Members Absent**

Dillan Lesovsky, First District

**Staff Present:**

James E. Jenkins, Director  
Nicole Leyden, Secretary I  
Alfonso Romo, Maintenance Supervisor  
Jared Green, Maintenance Worker I  
Eddie Trujillo, Maintenance Worker I  
Tammy Gann, Communications Officer  
Lorraine Davila, Real Property Agent II

Department of Airports  
Department of Airports  
Department of Airports  
Department of Airports  
Department of Airports  
Department of Airports  
Real Estate Services

**Public Participation:**

Bob Velker  
Rob Mangold  
Mateo Giraldo  
Karl Higgins

Chino Development League  
Visitor, Mike Mangold's Brother  
Visitor  
Montecito Development

**2. Pledge of Allegiance**

Led by Mark Alvarez.

**3. Report on Posting of Agenda:**

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

**4. Awards, Guest Introductions and Announcements:**

Commissioners and guests introduced themselves.

**5. Action Item - Approval of Commission Meeting Minutes, August 18, 2022**

Motion: Commissioner Alvarez                      Second: Commissioner Bagley  
Abstained: n/a    Minutes approved.

**6. Action Item - Approval of Commission Meeting Minutes, September 29, 2022**

Motion: Commissioner Bagley                      Second: Commissioner Alvarez  
Abstained: n/a    Minutes approved.

**7. Commissioner Reports/Comments**

Commissioner Bagley congratulated the Department of Airports' staff for their hard work with the Apple Valley Airshow, as he shared that it was a great success.

Commissioner Bagley inquired on the status of the large hangar at Twentynine Palms Airport.

Mr. Jenkins pointed out that there have been two exchanges of negotiations with the party that responded to the Solicitation of Proposal. After the last round of discussions Mr. Jenkins made a recommendation that we will counter with a final and best offer from the county's perspective.

Commissioner Canepa also congratulated staff on their great job with the airshow and to Susan Newman-Harrison, who acquired an abundance of sponsors this year. She also expressed concern over the time it took to drive into and out of the event.

Commissioner Marquez inquired about Airport Commissioners getting invited to the State of the County event. Mr. Jenkins stated that he will ensure that they are invited to it in the future.

Commissioner Marquez asked if a tour of the airports can be scheduled for the commissioners. He would like this added to the next agenda for discussion. Mr. Jenkins said that the Department can assist with this.

**8. Public Comments**

Mr. Velker shared that development for Chino Development's hangars is moving forward very quickly.

Mr. Mangold shared that the Apple Valley Airshow was an unbelievable success. He said that the long wait in traffic was a sign of a good event.

**9. Information Item: Apple Valley Airshow**

Mr. Jenkins pointed out that the attendance was approximately eight thousand, which is similar to the attendance the airshow had in 2019. Susan Newman- Harrison did a fantastic job at acquiring additional sponsorships this year. The car show was well attended. There were 3-4 medical transports, which were all heat related. The one item which has been commented about is the traffic coming into the airport for the event. The Sheriff's Department controlled the traffic on the public roadways. At Dale Evans and Corwin Road traffic was very heavy, as that's where the bottleneck occurred. It went smoothly once the traffic passed that point and drove into the parking lots. The Department paid for a traffic control plan to be completed by C & S Engineers. Mr. Jenkins proceeded to point out that the additional 20 acres of property which is used for parking is currently for sale. The County may not invest in this property for only a one-day event held once a year. Without that parking area the airshow will not be able to be managed in its current form. A different type of event would have to be done. Several options will be considered.

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

Mr. Jenkins pointed out that there has been some movement in the last two weeks which has been beneficial. The City of Ontario has begun their improvements to Merrill Avenue. This will be a forty-day project starting November 4<sup>th</sup>. They will begin on the City of Chino side of the roadway and progress to the north side. They have ensured that airport entrances will remain unencumbered and available for use. The City of Chino is engaged with the City of Ontario to discuss what Ontario needs from the County in terms of property rights associated with intersections on Merrill Avenue. The Department had a recent meeting with the FAA to discuss what the process would be for the County to grant permanent rights to the City. A narrative checklist was given, which the Department is moving forward with.

**11. Information Item: Department of Airports Video**

Tammy shared that three videos have been completed and she will have them ready to be viewed at the December commission meeting.

**12. Director's Reports**

*Tab 1 - Capital Improvements –Director Jenkins*

- Apple Valley
  - Café patio –90% Submittal plans received and under review.
  - Taxiway – reconstruction and drainage improvements and Wash Rack – Bid packages going before the Board January 25th.
  - Terminal Parking Lot – Design for charging station conduits being updated; Moving forward with Southern California Edison.
  - Perimeter Fence Improvements – Design and Environmental are underway.
- Chino
  - A-550 Phase II (minor additions) – Started October 20<sup>th</sup> and will be completed by November 7<sup>th</sup>.
- Admin
  - Relocation of Administrative Office from 777 East Rialto to 268 Hospitality Ln – construction started 8/6/22. Move date is December 4<sup>th</sup>.

*Tab 2 - Board of Supervisors Activity – Director Jenkins*

- October 4 – Approval of routine short-term lease agreements.

*Tab 3 - Real Estate – Lorraine Davila, Real Property Agent III*

- Flo's Airport Café – scheduled for commencement on 11/1/22. Additional tenant improvements to be added to lease renewal.
- Pending release of several Solicitation of Proposals for Chino Airport.

*Tab 4 - Financial Report – Director Jenkins*

The Department is currently at 31% of the year. Expenditures are at 11% and revenues are also at 11%. The Department controls its expenses. If we are not on target, then money will not be spent.

*Tab 5 - Monthly Report**Assistant Director Snelgrove*

- **Admin**
  - 10/6/22 - Attended the Society for Marketing Professional Services (SMPS) IE Chapter for a panel discussion about General Aviation. The panel discussed what is important in the review of proposals for airport projects.
- **Chino Airport**
  - 10/17/22 – Attended pre-construction meeting for the Merrill Avenue South Widening Project. No street closures are anticipated.
  - 10/19/22 - Groundwork has begun at B-310 Chino Development League's hangar development project.
  - 10/20/22 - Construction at A550 Chino Administration started and is expected to conclude November 7<sup>th</sup>.
- **Desert Airports**
  - Twentynine Palms Airport – 5010 Inspection completed.
- **Apple Valley Airport**

- o 10/8/22 - Apple Valley Airshow was a success. Thank you to all staff that participated to make the show a success.

*Tab 6 - Chino Airport Operations – Director Jenkins*

The operational count for Chino Airport through September is 153,777. These numbers compared to previous years, are on target. The numbers are definitely trending to about 200,000 for the year. We were at 194,000 last year and in 2019 were at 217, 000. The fuel flow numbers are showing that the operational numbers are true and steady.

Mr. Jenkins shared that the Department is in the process of acquiring technology to be able to monitor the traffic in the outlying airports. We are hoping to have this in place by mid-2023.

*Tab 7 - Other Business*  
None

**13. Date, Time and Place of Next Meeting**

The next meeting will be held on Thursday, December 1, 2022, at 10:00 a.m. at Chino Airport – 7000 Merrill Avenue, Chino, Ca 91710

**14. Adjournment:** Meeting was adjourned by Commissioner Marquez at 11:10 a.m.

Respectfully submitted,

\_\_\_\_\_  
Ray Marquez  
Airports Commission

\_\_\_\_\_  
James E. Jenkins, Director  
Department of Airports

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Nicole Leyden, Secretary  
Department of Airports



**AIRPORT COMMISSION MEETING SCHEDULE FOR 2023**  
**San Bernardino County**  
**Department of Airports**

Meetings are generally held the third Thursday of every month at the Department of Airports, 268 Hospitality Lane, 3<sup>rd</sup> Floor, San Bernardino, CA, 92408-3241 or at various County Airport locations, at 10:00 a.m., unless shown otherwise.

<b>DATE</b>	<b>LOCATION</b>
January 19	Department of Airports
February 16	Barstow-Daggett Airport
March 16	Needles
April 20	Chino Airport
May 18	Department of Airports
June 15	Chino Airport
July	Dark
August 17	Chino Airport
September 21	Apple Valley Airport
October 19	Twentynine Palms Airport
November	Dark
December 7	Chino Airport





# Interoffice Memo

DATE: November 23, 2022

PHONE: (909) 387-8810

FROM: **MAUREEN A. SNELGROVE**, Assistant Director  
Department of Airports

TO: **JAMES E. JENKINS**, Director  
Department of Airports

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SUBJECT: **CIP UPDATE – MONTHLY REPORT**

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AIRPORT	PROJECT	PHASE	STATUS
APV	Terminal Parking Lot Pavement and Drainage Improvement	DESIGN	SCE has determined the proposed project does meet cost thresholds. The design will require updating.
APV	Taxiway Reconstruction and Drainage Improvements	DESIGN	Bid package scheduled for Board approval January 25, 2023
APV	Wash Rack	DESIGN	Bid package scheduled for Board approval January 25, 2023.
APV	Café Patio	DESIGN	90% submittal received and under review. Selection of materials scheduled November 30, 2022
APV	Perimeter Fence Improvements	DESIGN	Design & Environmental
CNO	A-550 Phase II	DESIGN	Construction 98% complete.
ADMIN	268 Hospitality Relocation	CONSTRUCTION	The office has moved and is conducting business.





# Interoffice Memo

DATE: November 23, 2022

PHONE: 909 387-8810

FROM: **JAMES E. JENKINS**  
Director of Airports

MAIL CODE: 0831

TO: **AIRPORT COMMISSIONERS**

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SUBJECT: **BOARD OF SUPERVISORS ACTIVITY – OCTOBER 26, 2022 – DECEMBER 1, 2022**

APPROVED BOARD AGENDA ITEMS			
Board Date	Agenda Item No.	Subject	Recommendation
11/15/22	<b>#105</b>	Approve Short-Term Real Estate Leases	Approve short-term real estate leases for the Department of Airports.

Board Date	Agenda Item No.	Subject	Recommendation
11/15/22	<b>#105</b>	Approve Short-Term Real Estate Leases	Approve short-term real estate leases for the Department of Airports.

# INTEROFFICE MEMO



**DATE:** November 30, 2022  
**FROM:** JAMES E. JENKINS, Director  
Department of Airports  
**TO:** AIRPORT COMMISSIONERS

**PHONE:** 387-8810  
**MAIL CODE:** 0831

**SUBJECT:** PROPERTY LEASING ACTIVITY

The following is a summary of current property leasing activity.

No.	Airport	Tenant	Location	Square Foot	Monthly Rent/ Cost Per Square Foot	Status
1	CNO-1121	Flo's Airport Care	Bldg. A-315 Rms 4, 6, 7A, 7B, 8	4,168 sq ft (retail) 400 sq ft (office)	\$1,817.00	Scheduled for 1/1/2023 commencement
2	CNO-02-1082	A-240 Partners, LLC	A portion of Parcel A-240	Approximately 12,760 sq ft (A-240 hangar)	\$6,000.00	Pending documents from LEA (exhibit and sublease).
3	CNO-2975	SBCADG	Hangar B-295	10,000 sq ft of hangar space and 1,500 sq ft of office space	\$4,805.00	Pending release of SOP.
4	CNO	M.I. Air Corporation	The western portion of Hangar A-230 (Dome Hangar No. 1)	10,000 sq ft of hangar space, 3,602 sq ft of office space, and 945 sq ft of shop space	TBD	RESD to work with County Counsel on lease. Anticipate February 2023 BOSM.
5	APV-1603	Chalk 2, Inc	Hangar A-250	Approximately 13,200 sq ft of hangar space	TBD	TBD.
6	CNO-1142	McBride's RV Storage, LLC	Approx. 1.3 acres adjacent to 15709 Euclid Avenue	Approximately 56,628 square feet of ground area	N/A	Tentative anticipate February 2023 BOSM.

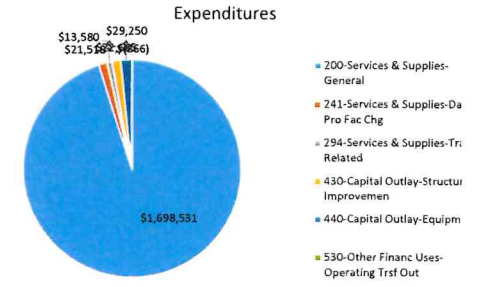
## OTHERS:

Airports and RESD anticipate the following:

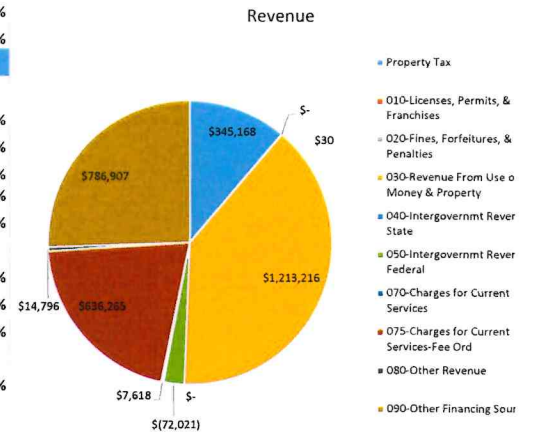
- Chino Airport – RFP for Professional Real Estate Firm to Provide Commercial Brokerage Services concludes October 21, 2022. RESD has coordinated dates for presentations for Evaluation Panel.

**Budget Report FY 22/23 Summary (ALL Airports)**  
**Wednesday, November 23, 2022**

Appropriations	Budget	Expended/Received	40%	Percentage of the year	% Expended/Received
200-Services & Supplies-General	\$	5,065,077	\$	1,698,531	34%
241-Services & Supplies-Data Pro Fac Chg	\$	77,883	\$	21,518	28%
294-Services & Supplies-Travel Related	\$	46,900	\$	13,580	29%
430-Capital Outlay-Structures Improvemen	\$	70,000	\$	22,665	32%
440-Capital Outlay-Equipment	\$	675,000	\$	-	0%
530-Other Financ Uses-Operating Trsf Out	\$	8,896,107	\$	-	0%
540-Intra Entity Reimbursement Out	\$	1,159,906	\$	29,250	3%
541-Intra Entity Reimbursement In	\$	(798,285)	\$	(866)	0%
<b>TOTAL EXPENDITURES</b>	\$	<b>15,192,588</b>	\$	<b>1,784,677</b>	<b>12%</b>



Revenues	Budget	Expended/Received	% Expended/Received
Property Tax	\$	2,020,449	\$ 345,168 17%
010-Licenses, Permits, & Franchises	\$	200	\$ - 0%
020-Fines, Forfeitures, & Penalties	\$	110	\$ 30 27%
030-Revenue From Use of Money & Property	\$	2,854,332	\$ 1,213,216 43%
040-Intergovernmt Revenue-State	\$	15,000	\$ - 0%
050-Intergovernmt Revenue-Federal	\$	1,759,599	\$ (72,021) * 25%
070-Charges for Current Services	\$	33,700	\$ 7,618 23%
075-Charges for Current Services-Fee Ord	\$	1,771,910	\$ 636,265 36%
080-Other Revenue	\$	7,300	\$ 14,796 203%
090-Other Financing Sources	\$	3,147,627	\$ 786,907 25%
<b>REVENUES</b>	\$	<b>11,610,227</b>	\$ <b>2,931,979</b>



\*Funds will be drawn down as grant funds become available and expenditures qualify for reimbursement.

**Budget Report FY 22/23 - Apple Valley Airport**

Wednesday, November 23, 2022

40% Percentage of the year

Appropriations	Budget	Expended/Received	% Expended/Received	Notes
* 200-Services & Supplies-General	\$ 1,573,005	\$ 634,201	40%	
* 241-Services & Supplies-Data Pro Fac Chg	\$ 30,200	\$ -	0%	
* 294-Services & Supplies-Travel Related	\$ 23,250	\$ 374	2%	
* 440-Capital Outlay-Equipment	\$ 650,000	\$ -	0%	
* 530-Other Financ Uses-Operating Trsf Out	\$ 8,896,107	\$ -	0%	
* 540-Intra Entity Reimbursement Out	\$ 798,285	\$ 1,041	0%	
* 541-Intra Entity Reimbursement In	\$ -	\$ -	0%	
<b>** EXPENDITURES</b>	<b>\$ 11,970,847</b>	<b>\$ 635,615.96</b>	<b>5%</b>	
<b>Revenues</b>				
40008015 PROP TAXES-CURR SEC 1% TAX LVY	\$ 1,350,280	\$ 214,165	16%	
40008025 PROP TX CUR UNSEC 1% GEN TAX	\$ 59,500	\$ 75,352	127%	
40008035 PROP TX CUR UNITARY 1% LEVY	\$ 40,519	\$ -	0%	
40008115 PROP TX PRI SEC 1% GEN TAX LVY	\$ 50	\$ 284	0%	
40008125 PROP TX PRI UNSEC 1% GEN TAX	\$ 2,500	\$ 1,645	66%	
40008145 INT & PEN DELINQUENT TAXES	\$ 1,385	\$ 1,473	106%	
40008161 NEGOTIATED PASS-THRU	\$ 327,185	\$ -	0%	
40008166 RESIDUAL BALANCE	\$ 175,000	\$ -	0%	
40008172 STATUTORY PASS THRU	\$ 34,336	\$ -	0%	
40008176 5% SUPPLEMENTAL ADMIN CHARGES	\$ -	\$ -	0%	
40008230 SUPP ROLL CURRENT	\$ 15,300	\$ 5,044	33%	
40008235 SUPP ROLL PRIOR	\$ 14,394	\$ 47,206	328%	
<b>* 000-Taxes</b>	<b>\$ 2,020,449</b>	<b>\$ 345,168</b>	<b>17%</b>	
40108365 WATER	\$ 200	\$ -	0%	
<b>* 010-Licenses, Permits, &amp; Franchises</b>	<b>\$ 200</b>	<b>\$ -</b>	<b>0%</b>	
40208480 PENALTIES	\$ 10	\$ -	0%	
<b>* 020-Fines, Forfeitures, &amp; Penalties</b>	<b>\$ 10</b>	<b>\$ -</b>	<b>0%</b>	
40308500 INTEREST	\$ 100,000	\$ -	0%	
40308525 RENTS & CONCESSIONS	\$ 120,000	\$ 76,770	64%	
<b>* 030-Revenue From Use of Money &amp; Property</b>	<b>\$ 220,000</b>	<b>\$ 76,770</b>	<b>35%</b>	
40408800 GENERAL TAX LEVY HOMEOWNER EXM	\$ 15,000	\$ -	0%	
<b>* 040-Intergovernment Revenue-State</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>0%</b>	
40509094 FEDERAL - GRANTS	\$ 378,688	\$ -	0%	
<b>* 050-Intergovernment Revenue-Federal</b>	<b>\$ 378,688</b>	<b>\$ -</b>	<b>0%</b>	
40709247 PTAF ADMIN CHARGES	\$ -	\$ -	0%	
40709800 OTHER SERVICES	\$ 5,000	\$ 330	7%	
<b>* 070-Charges for Current Services</b>	<b>\$ 5,000</b>	<b>\$ 330</b>	<b>7%</b>	
40758350 FEE ORD-OTHER PERMITS	\$ 500	\$ 6,453	1291%	
40758365 FEE ORD-WATER	\$ 2,000	\$ 94	5%	
40758480 FEE ORD-PENALTIES	\$ 100	\$ 180	0%	
40758525 FEE ORD-RENTS & CONCESSIONS	\$ 300,000	\$ 118,362	39%	
40759745 FEE ORD-FUEL FLOWAGE	\$ 10,000	\$ 5,637	56%	
40759750 FEE ORD-LANDING FEES	\$ 200	\$ 400	200%	
40759930 FEE ORD-OTHER SALES	\$ 500	\$ -	0%	
40759970 FEE ORD-OTHER	\$ 300	\$ 300	100%	
40759990 FEE ORD-TRUST TRANSACTIONS	\$ 500	\$ (310.00)	0%	Trust Transactions will not be recorded here
<b>* 075-Charges for Current Services-Fee Ord</b>	<b>\$ 314,100</b>	<b>\$ 131,115.69</b>	<b>42%</b>	
40808147 PRP TX SA LIQUIDATION OF ASSET	\$ -	\$ -	0%	
40809949 INSURANCE RECOVERIES	\$ -	\$ -	0%	
40809970 OTHER	\$ 400	\$ 3,177.80	794%	
40809973 OTHER - STALE DATED ITEMS	\$ -	\$ -	0%	
40809978 CONSOLIDATED BANKING CLEARING	\$ 200	\$ -	0%	
<b>* 080-Other Revenue</b>	<b>\$ 600</b>	<b>\$ 3,178</b>	<b>530%</b>	
<b>** REVENUES</b>	<b>\$ 2,954,047</b>	<b>\$ 556,561.82</b>	<b>19%</b>	
<b>*** NET</b>	<b>\$ 9,016,800</b>	<b>\$ 79,054</b>	<b>1%</b>	

**Budget Report FY 22/23 -ADMINISTRATION**

Wednesday, November 23, 2022

40%

Percentage of the year

Appropriations	Budgets	Expended/Received	% Expended Received	Notes
* 200-Services & Supplies-General	\$ 1,399,262	\$ 548,812	39%	
* 241-Services & Supplies-Data Pro Fac Chg	\$ 47,683	\$ 1,177	2%	
52942940 PRIVATE MILEAGE NON-TAXABLE	\$ 500	\$ 104	21%	
52942941 CONF/TRNG/SEMINAR FEES	\$ 1,500	\$ 1,910	127%	
52942942 HOTEL - NON-TAXABLE	\$ 1,500	\$ 4,405	294%	
52942943 MEALS - NON-TAXABLE	\$ 350	\$ 146	42%	
52942944 CAR RENTAL - NON-TAXABLE	\$ 500	\$ -	0%	
52942945 AIR TRAVEL	\$ 500	\$ 979	196%	
52942946 OTHER TRAVEL - NON-TAXABLE	\$ 250	\$ 769	308%	
52942948 MOTOR POOL DAILY RENTAL(ISF)	\$ 750	\$ 1,649	220%	
* 294-Services & Supplies-Travel Related	\$ 5,850	\$ 10,075	172%	
55405010 SALARIES & BENE TRANSFERS OUT	\$ 145,922	\$ -	0%	
55405012 SERVS & SUPPLY TRANSFERS OUT	\$ 140,699	\$ 4,816	3%	
* 540-Intra Entity Reimbursement Out	\$ 286,621	\$ 4,816	2%	
55415011 SALARIES & BENE TRANSFERS IN	\$ (734,770)	\$ -	0%	
55415013 SRVCS & SUPPLIES TRANSFERS IN	\$ (63,515)	\$ -	0%	
* 541-Intra Entity Reimbursement In	\$ (798,285)	\$ -	0%	
** EXPENDITURES	\$ 941,131	\$ 830,062.48	88%	
Revenue	Budgets	Expended/Received	% Expended Received	
40759930 FEE ORD-OTHER SALES		\$ 3,500.00	0%	40509194 ARPA RECOVERY FUND 0% DISTRIBUTION- \$3,500
* 075-Charges for Current Services-Fee Ord		\$ -	0%	
<b>40809955 NSF CHECKS</b>	<b>\$ -</b>		<b>0%</b>	
40809978 CONSOLIDATED BANKING CLEARING	\$ -		0%	
* <b>080-Other Revenue</b>	<b>\$ -</b>	<b>1,012</b>	<b>0%</b>	
40909975 OP TRANSFERS IN	\$ -	\$ -	0%	
40909980 SALE OF FIXED ASSETS		\$ -	0%	
* <b>090-Other Financing Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	
** REVENUES	\$ -	\$ 1,012.24	0%	
*** NET	\$ 2,058,850.13	\$ 825,550.24	40%	

**Budget Report FY 22/23 - BAKER**

Wednesday, November 23, 2022

40%                      Percentage of the year

Appropriations	Budget	Expended/Received	% Expended/Received	Notes
52002130 NONINVENTORIABLE EQUIPMENT	\$ 500	\$ -	-	0%
52002135 SPECIAL DEPT EXPENSE	\$ 250	\$ -	-	0%
52002176 STREET MAINTENANCE	\$ 2,500	\$ -	-	0%
52002177 ROAD DESIGN & IMPROVEMENT PROJ	\$ 6,000	\$ -	-	0%
52002180 UTILITIES	\$ 500	\$ 475	94	19%
52002660 PENALTIES	\$ 5	\$ -	-	0%
52002855 GENERAL MAINTENANCE-EQUIPMENT	\$ 1,000	\$ -	-	0%
52002870 GEN MAINT-STRUCT,IMP & GROUNDS	\$ 8,000	\$ -	-	0%
52002875 SEPTAGE DUMP MAINTENANCE	\$ 100	\$ -	-	0%
52002895 RENTS & LEASES - EQUIPMENT	\$ 2,000	\$ -	-	0%
* 200-Services & Supplies-General	\$ 20,855	\$ 19,590	94	0%
** EXPENDITURES	\$ 20,855	\$ 19,590	94	0%

Revenue	Budget	Expended/Received	% Expended/Received	Notes
40308525 RENTS & CONCESSIONS	\$ -	\$ -	-	0%
* 030-Revenue From Use of Money & Property	\$ -	\$ -	-	0% 050-Intergovernment -Revenue DOT Funding held in RSV
40758525 FEE ORD-RENTS & CONCESSIONS	\$ -	\$ -	-	0%
40759745 FEE ORD-FUEL FLOWAGE	\$ -	\$ -	-	0%
40759750 FEE ORD-LANDING FEES	\$ 20.00	\$ -	-	0%
40759970 FEE ORD-OTHER	\$ -	\$ -	-	0%
* 075-Charges for Current Services-Fee Ord	\$ 20.00	\$ -	-	0%
** REVENUES	\$ 20.00	\$ -	-	0%
*** NET	\$ 20,835.00	\$ 19,590	93.89	0%



**Budget Report FY 22/23- CHINO**  
**Wednesday, November 23, 2022**

Appropriations	Budget	40%		Percentage of the year % Expended Received	Notes
		Expended/Received			
* 100-Salaries & Benefits	\$	747,906	\$	200,999	27%
* 200-Services & Supplies-General	\$	1,241,762	\$	358,558	29%
52942940 PRIVATE MILEAGE NON-TAXABLE	\$	300	\$	-	0%
52942941 CONF/TRNG/SEMINAR FEES	\$	3,000			0%
52942942 HOTEL - NON-TAXABLE	\$	1,500	\$	-	0%
52942943 MEALS - NON-TAXABLE	\$	500	\$	-	0%
52942944 CAR RENTAL - NON-TAXABLE	\$	1,000	\$	-	0%
52942946 OTHER TRAVEL - NON-TAXABLE	\$	100	\$	-	0%
52942948 MOTOR POOL DAILY RENTAL(ISF)	\$	3,500	\$	671	19%
* 294-Services & Supplies-Travel Related	\$	11,400	\$	671	6%
* 430-Capital Outlay-Structures Improvemen	\$	70,000	\$	18,015	26%
54404040 EQUIPMENT	\$	20,000	\$	80	0%
* 440-Capital Outlay-Equipment	\$	20,000	\$	80	0%
55405012 SERV & SUPPLY TRANSFERS OUT	\$	75,000	\$	17,411	23%
* 540-Intra Entity Reimbursement Out	\$	75,000	\$	17,411	23%
** EXPENDITURES	\$	2,166,068	\$	597,694	28%
<b>Revenue</b>					
40108365 WATER	\$	-	\$	-	0%
40108370 ELECTRICITY	\$	-	\$	-	0%
* 010-Licenses, Permits, & Franchises	\$	-	\$	-	0%
40208480 PENALTIES	\$	100	\$	30	0%
* 020-Fines, Forfeitures, & Penalties	\$	100	\$	30	0%
40308525 RENTS & CONCESSIONS	\$	2,593,732	\$	1,092,603	42%
* 030-Revenue From Use of Money & Property	\$	2,593,732	\$	1,092,603	42%
40509094 FEDERAL - GRANTS	\$	613,407	\$	68,021	11%
* 050-Intergovernmt Revenue-Federal	\$	613,407	\$	(62,521)	-10%
40709680 PERMIT & INSPECTION FEES	\$	-	\$	-	0%
40709745 FUEL FLOWAGE	\$	3,000	\$	-	0%
40709750 LANDING FEES	\$	-	\$	-	0%
40709800 OTHER SERVICES	\$	25,000	\$	7,288	29%
* 070-Charges for Current Services	\$	28,000	\$	7,288	26%
40758315 FEE ORD-BUSINESS LICENSES	\$	2,000	\$	8,250	413%
40758350 FEE ORD-OTHER PERMITS	\$	5,000	\$	4,804	96%
40758365 FEE ORD-WATER	\$	10,000	\$	356	4%
40758480 FEE ORD-PENALTIES	\$	1,000	\$	320	32%
40758525 FEE ORD-RENTS & CONCESSIONS	\$	1,300,000	\$	415,018	32%
40758530 FEE ORD-RNT/CON VND	\$	50	\$	-	0%
40759680 FEE ORD-PERMIT & INSPECTION FEES	\$	3,000	\$	-	0%
40759745 FEE ORD-FUEL FLOWAGE	\$	80,000	\$	33,505	42%
40759750 FEE ORD-LANDING FEES	\$	5,000	\$	15,016	300%
40759930 FEE ORD-OTHER SALES	\$	1,000	\$	-	0%
40759970 FEE ORD-OTHER	\$	1,000	\$	1,350	135%
40759990 FEE ORD-TRUST TRANSACTIONS	\$	-	\$	-	0%
* 075-Charges for Current Services-Fee Ord	\$	1,408,050	\$	478,619	34%
40809970 OTHER	\$	1,000	\$	22,346	2235%
40809990 TRUST TRANSACTIONS	\$	-	\$	-	0%
* 080-Other Revenue	\$	5,000	\$	22,346	447%
40909975 OP TRANSFERS IN	\$	-	\$	-	0%
* 090-Other Financing Sources	\$	-	\$	-	0%
** REVENUES	\$	4,648,289	\$	1,538,364	33%
*** NET	\$	(2,482,221)	\$	(940,670)	38%

40509194 ARPA RECOVERY FUND DISTRIBUTION  
\$5,500

**Budget Report FY 22/23 - DAG**

**Wednesday, November 23, 2022**

40% Percentage of the year

Appropriations	Budget	Expended/Received	% Expended/Received	Notes
<b>* 200-Services &amp; Supplies-General</b>	\$ 146,643	\$ 86,102	59%	
52942940 PRIVATE MILEAGE NON-TAXABLE	\$ 300	\$ -	0%	
52942941 CONF/TRNG/SEMINAR FEES	\$ 600	\$ -	0%	
52942943 MEALS - NON-TAXABLE	\$ 250	\$ -	0%	
52942948 MOTOR POOL DAILY RENTAL(ISF)	\$ 1,000	\$ 385	38%	
<b>* 294-Services &amp; Supplies-Travel Related</b>	\$ 2,150	\$ 385	18%	
54404040 EQUIPMENT	\$ -	\$ -	0%	
<b>* 440-Capital Outlay-Equipment</b>	\$ -	\$ -	0%	
<b>** EXPENDITURES</b>	\$ 148,793	\$ 97,616	66%	Includes 55405012
<b>Revenue</b>				
	<b>Budget</b>	<b>Expended/Received</b>	<b>% Expended Received</b>	<b>Notes</b>
40308525 RENTS & CONCESSIONS	\$ 15,000	\$ 22,171	0%	
<b>* 030-Revenue From Use of Money &amp; Property</b>	\$ 15,000	\$ 22,171	0%	
40509094 FEDERAL - GRANTS	\$ 295,504	\$ 3,000	1%	40509194 ARPA RECOVERY FUND DISTRIBUTION
<b>* 050-Intergovernmt Revenue-Federal</b>	\$ 295,504	\$ 3,000	1%	050-Intergovernment -Revenue DOT Funding held in RSV
40709745 FUEL FLOWAGE	\$ 200	\$ -	0%	
<b>* 070-Charges for Current Services</b>	\$ 200	\$ -	0%	
40758350 FEE ORD-OTHER PERMITS	\$ 250	\$ -	0%	
40758365 FEE ORD-WATER	\$ -	\$ 2,421	0%	
40759745 FEE ORD-FUEL FLOWAGE	\$ 10,000	\$ 3,263	33%	
40759970 FEE ORD-OTHER	\$ 5,000	\$ -	0%	
<b>* 075-Charges for Current Services-Fee Ord</b>	\$ 15,250	\$ 5,684	37%	
40909975 OP TRANSFERS IN	\$ -	\$ -	0%	
<b>* 090-Other Financing Sources</b>	\$ -	\$ -	0%	
<b>** REVENUES</b>	\$ 325,954	\$ 32,275	10%	Includes 080
<b>*** NET</b>	\$ 119,477	\$ 191,917	161%	

**Budget Report FY 22/23 - EED**

**Wednesday, November 23, 2022**

Appropriations	Budget	40%		Percentage of the year % Expended/Received	Notes
		Expended/Received			
52002120 SMALL TOOLS & INSTRUMENTS	\$ 800	\$ -		0%	
52002135 SPECIAL DEPT EXPENSE	\$ 6,000	\$ 204		3%	
52002176 STREET MAINTENANCE	\$ 10,000	\$ -		0%	
52002177 ROAD DESIGN & IMPROVEMENT PROJ	\$ 5,000	\$ -		0%	
52002180 UTILITIES	\$ 250	\$ -		0%	
52002305 GENERAL OFFICE EXPENSE	\$ 100	\$ -		0%	
52002323 COURIER & PRINTING (ISF ONLY)	\$ 200	\$ -		0%	
52002400 PROF & SPECIALIZED SERVICES	\$ 6,425	\$ -		0%	
52002419 REAL ESTATE SERVICES -SVC CHGS	\$ 1,500	\$ -		0%	
52002441 EXTERMINATOR	\$ 250	\$ -		0%	
52002445 OTHER PROFESSIONAL & SPEC SVCS	\$ 11,930	\$ 2,721		23%	
52002835 GENERAL HOUSEHOLD EXPENSES	\$ 350	\$ -		0%	
52002855 GENERAL MAINTENANCE-EQUIPMENT	\$ 500	\$ -		0%	
52002860 AUTOMOTIVE REPAIRS & MAINT	\$ 100	\$ -		0%	
52002870 GEN MAINT-STRUCT,IMP & GROUNDS	\$ 10,000	\$ 542		5%	
52002895 RENTS & LEASES - EQUIPMENT	\$ 4,000	\$ -		0%	
52002953 FUEL	\$ 1,000	\$ -		0%	
<b>* 200-Services &amp; Supplies-General</b>	<b>\$ 58,955</b>	<b>\$ 3,467</b>		<b>6%</b>	
52942940 PRIVATE MILEAGE NON-TAXABLE	\$ 1,000	\$ -		0%	
52942942 HOTEL - NON-TAXABLE	\$ 1,500	\$ -		0%	
52942943 MEALS - NON-TAXABLE	\$ 750	\$ -		0%	
<b>* 294-Services &amp; Supplies-Travel Related</b>	<b>\$ 3,250</b>	<b>\$ -</b>		<b>0%</b>	
<b>** EXPENDITURES</b>	<b>\$ 62,205</b>	<b>\$ 8,117</b>		<b>13%</b>	includes 54304030 Stuct & Improv to Struc

Appropriations	Budget	Expended/Received	% Expended/Received	Notes
40308525 RENTS & CONCESSIONS	\$ 5,000	\$ 1,947	39%	
<b>* 030-Revenue From Use of Money &amp; Property</b>	<b>\$ 5,000</b>	<b>\$ 1,947</b>	<b>39%</b>	
40509094 FEDERAL - GRANTS	\$ 170,000	\$ (20,000)	-12%	050-Intergovernment -Revenue DOT
<b>* 050-Intergovernmt Revenue-Federal</b>	<b>\$ 170,000</b>	<b>\$ (20,000)</b>	<b>-12%</b>	Funding held in RSV
40758365 FEE ORD-WATER	\$ 550	\$ 94	17%	
40758525 FEE ORD-RENTS & CONCESSIONS	\$ 1,000	\$ 855	86%	
40759745 FEE ORD-FUEL FLOWAGE	\$ 1,000	\$ 260	26%	
40759970 FEE ORD-OTHER	\$ 20	\$ 94	470%	
<b>* 075-Charges for Current Services-Fee Ord</b>	<b>\$ 2,570</b>	<b>\$ 1,303</b>	<b>51%</b>	
40909975 OP TRANSFERS IN	\$ -	\$ -	0%	
<b>* 090-Other Financing Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	
<b>** REVENUES</b>	<b>\$ 177,570</b>	<b>\$ (16,750)</b>	<b>-9%</b>	
<b>*** NET</b>	<b>\$ (115,365)</b>	<b>\$ 24,867</b>	<b>-22%</b>	

## Budget Report FY 22/23 - TNP

Wednesday, November 23, 2022

Appropriation	Budget	40%		Percentage of the year	Notes
		Expended/Received	% Expended/Received		
<b>* 200-Services &amp; Supplies-General</b>	\$ 144,417	\$ 60,891		42%	
52942940 PRIVATE MILEAGE NON-TAXABLE	\$ 300	\$ -		0%	
52942942 HOTEL - NON-TAXABLE	\$ 500	\$ -		0%	
52942943 MEALS - NON-TAXABLE	\$ 200	\$ -		0%	
<b>* 294-Services &amp; Supplies-Travel Related</b>	\$ 1,000	\$ -		0%	
54404040 EQUIPMENT	\$ 5,000	\$ -		0%	
<b>* 440-Capital Outlay-Equipment</b>	\$ 5,000	\$ -		0%	
<b>** EXPENDITURES</b>	\$ 150,417	\$ 60,891		40%	
Appropriation	Budget	Expended/Received	% Expended/Received	Notes	
40208480 PENALTIES	\$ -	\$ -		0%	
<b>* 020-Fines, Forfeitures, &amp; Penalties</b>	\$ -	\$ -		0%	
40308525 RENTS & CONCESSIONS	\$ 600	\$ -		0%	
<b>* 030-Revenue From Use of Money &amp; Property</b>	\$ 600	\$ -		0%	
40509094 FEDERAL - GRANTS	\$ 302,000	\$ -		0%	
<b>* 050-Intergovernmt Revenue-Federal</b>	\$ 302,000	\$ -		0%	050-Intergovernment -Revenue DOT Funding held in RSV
40709745 FUEL FLOWAGE	\$ 500	\$ -		0%	
40709800 OTHER SERVICES	\$ -	\$ -		0%	
<b>* 070-Charges for Current Services</b>	\$ 500	\$ -		0%	
40758365 FEE ORD-WATER	\$ 100	\$ -		0%	
40758480 FEE ORD-PENALTIES	\$ 20	\$ -		0%	
40758525 FEE ORD-RENTS & CONCESSIONS	\$ 8,500	\$ 4,215		50%	
40759745 FEE ORD-FUEL FLOWAGE	\$ 20,000	\$ 15,357		77%	
40759750 FEE ORD-LANDING FEES	\$ 200	\$ 5		3%	
40759930 FEE ORD-OTHER SALES	\$ 3,000	\$ 60		2%	
40759970 FEE ORD-OTHER	\$ 50	\$ -		0%	
40759990 FEE ORD-TRUST TRANSACTIONS	\$ 50	\$ -		0%	
<b>* 075-Charges for Current Services-Fee Ord</b>	\$ 31,920	\$ 19,637		62%	
40809930 OTHER SALES	\$ 200	\$ 22		0%	
40809970 OTHER	\$ 1,500	\$ -		0%	
40809990 TRUST TRANSACTIONS	\$ -	\$ -		0%	
<b>* 080-Other Revenue</b>	\$ 1,700	\$ 22		1%	
<b>** REVENUES</b>	\$ 336,720	\$ 19,659		6%	
<b>*** NET</b>	\$ (186,303)	\$ 41,232		-22%	

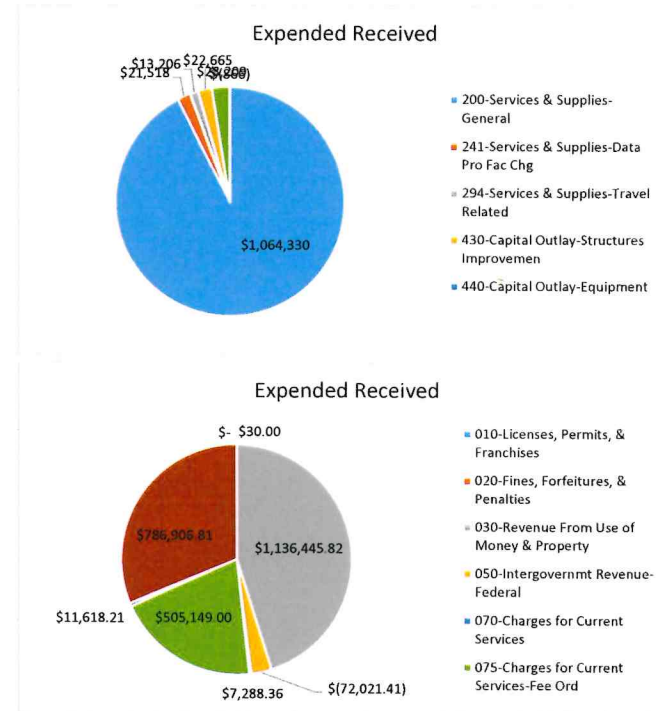
**Budget Report FY 22/23 - SUMMARY 631 (ADM, BKR, CNO, DAG, EED, TNP)**

**Wednesday, November 23, 2022**

Appropriations	Budget	40%		Percentage of the year % Expended/Received
		Expended	Received	
200-Services & Supplies-General	\$ 3,492,072.00	\$	1,064,330	30%
241-Services & Supplies-Data Pro Fac Chg	\$ 47,683.00	\$	21,518	45%
294-Services & Supplies-Travel Related	\$ 23,650.00	\$	13,206	56%
430-Capital Outlay-Structures Improvemen	\$ 70,000.00	\$	22,665	32%
440-Capital Outlay-Equipment	\$ 25,000.00	\$	-	0%
540-Intra Entity Reimbursement Out	\$ 361,621.00	\$	28,209	8%
541-Intra Entity Reimbursement In	\$ (798,285.00)	\$	(866)	0%
<b>EXPENDITURES</b>	<b>\$ 3,221,741.00</b>	<b>\$</b>	<b>1,149,061</b>	<b>36%</b>

Revenue	Budget	Expended	Received	% Expended/Received
010-Licenses, Permits, & Franchises	\$ -	\$	-	290%
020-Fines, Forfeitures, & Penalties	\$ 100.00	\$	30.00	1340%
030-Revenue From Use of Money & Property	\$ 2,634,332.00	\$	1,136,445.82	43%
050-Intergovernmt Revenue-Federal	\$ 1,380,911.00	\$	(72,021.41)	-5%
070-Charges for Current Services	\$ 28,700.00	\$	7,288.36	25%
075-Charges for Current Services-Fee Ord	\$ 1,457,810.00	\$	505,149.00	35%
080-Other Revenue	\$ 6,700.00	\$	11,618.21	155%
090-Other Financing Sources	\$ 3,147,627.00	\$	786,906.81	25%
<b>REVENUES</b>	<b>\$ 8,696,180.00</b>	<b>\$</b>	<b>2,375,416.79</b>	<b>27%</b>







# Interoffice Memo

DATE: December 22, 2022

PHONE: 387-8810

A handwritten signature in blue ink that reads "Maureen A. Snelgrove".

FROM: **MAUREEN A. SNELGROVE**, Assistant Director  
Department of Airports

TO: **JAMES E. JENKINS**, Director  
Department of Airports

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SUBJECT: **MONTHLY REPORT**

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## ADMIN

- 11/7 – 11/18 Administration staff coordinated the relocation of the department administration office from Rialto Avenue to Hospitality Lane.
- 11/15/22 Participated in the Pre-Bid Meeting for the Chino Remediation On-Site Wells Construction Project.

## CHINO

- 11/21/22 – Dome 4 Building A435 has been returned to the County from the Chino Valley Fire Department. Risk Management is coordinating with insurance investigators.
- 10/20/22 – Construction is complete A550 Chino Administration.
- 11/4/2022 – Merrill Avenue construction markings have been placed. Roadway potholing started 11/17 with traffic control, roadway enhancements are now underway.

## DESERT AIRPORTS

- TNP – Ongoing maintenance.
- DAG – Ongoing coordination with Risk Management for the removal of the Nose Dock and old CHP building.
- EED – Ongoing maintenance.

## APPLE VALLEY

- Ongoing runway maintenance and signage improvements.



