

**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
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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 4th. 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 unincumbered 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 20th and will be completed by November 7th.
- **Admin**
 - Relocation of Administrative Office from 777 East Rialto to 268 Hospitality Ln – construction started 8/6/22. Move date is December 4th.

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 7th.
- **Desert Airports**
 - Twentynine Palms Airport – 5010 Inspection completed.

• **Apple Valley Airport**

- 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

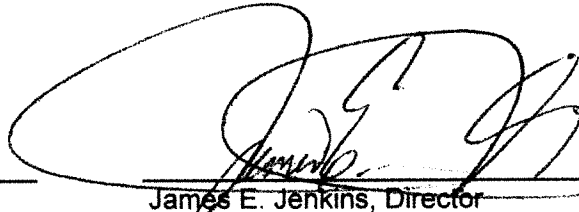
The next meeting will be held on Thursday, December 1, 2022, at 10:00 a.m. at Chino Airport – 7000 Merrill Avenue, Chino, Ca 91710

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



Nicole Leyden, Secretary
Department of Airports