

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
June 16, 2022.**

1. Meeting Called to Order

Called to order at 10:00 a.m. by Commissioner Ray Marquez.

Commission Members Present:

Jim Bagley, Desert at Large
Dillan Lesovsky, First District
Christine Canepa, Second District
William Smith, Third District
Ray Marquez, Fourth District, Chair
Mark Alvarez, Fifth District, Vice Chair

Commission Members Absent

Larry Asmus, Valley at Large

Staff Present:

James E. Jenkins, Director
Maureen A. Snelgrove, Assistant Director
Erin Johnson, Staff Analyst II
Tammy Gann, Communications Officer
Lorraine Davila, Real Property Agent II

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

Public Participation:

Michael Miller
Chuck McCormick
Doug Crowther
Nicole Duran
Tom Bressan
Harvey Luth
Bob Velker
Donna Hughes
Roxanne Stache
Scott Benham
Mike & Linda Rizzo
Suhail Faizmira

4th District Board of Supervisors Office
Mead & Hunt Engineering
Threshold Technologies
Threshold Technologies
Threshold Technologies
Chino Valley Fire Dept.
Chino Development League
Flo's Café
Flo's Café
Flo's Café
Chino Airport Tenants
Chino Airport Tenant

2. Pledge of Allegiance

Led by Michael Miller.

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, April 21, 2022

Motion: Commissioner Marquez

Second: Commissioner Bagley

Abstained: n/a

Minutes approved.

6. Commissioner Reports/Comments

Nothing to report.

7. Public Comments

Concerns voiced regarding construction around the Chino Airport. Request made to place signage by Flo's Café with a message to the public stating that the airport is still open.

Mr. Jenkins pointed out that the Department is working with the City of Chino regarding what the City's needs are for the perimeter of the airport, specifically the right of way. Mr. Jenkins stated that the suggested signage for Flo's Café is welcome; a permit from the City of Chino for a temporary sign is required.

Mr. Miller announced that Supervisor Hagman assisted the Chino Valley Fire District with funding for fire apparatus.

Threshold Technologies announced that they recently signed a new contract with Cielo-Blu, an aircraft manufacturing company. They will have a dealership on Chino Airport representing California and Arizona.

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

Mr. Jenkins shared that the City of Chino has received their analysis of right of way property rights, specifically along Merrill Avenue. The City of Chino has requested the County to consider alignment of a stormwater conveyance along Highway 83 between Merrill Avenue and Kimball Avenue. The County will review the plan set of the open channel concept; however, the County did inform the City that the FAA regulations, in relation to the Runway Protection Zone (RPZ) will require an underground box structure.

Chino Development League is facing right away challenges in their development. The County has worked through these issues with the City of Chino as the County has given Chino Development League administrative authority to build the required improvements. The County will also convey a Right-of-Way dedication to the City of Chino of whatever it is that they are seeking to have as a right of way along Merrill Avenue.

9. Information Item: Department of Airports Video

Ms. Gann gave an update. She is currently working with Commissioner Lesovsky to set up the video recording for Barstow-Daggett Airport. This will be done in front of a green screen due to the weather in Daggett.

10. Director's Reports*Tab 1 - Capital Improvements – Assistant Director Snelgrove*

- Apple Valley
 - Café patio – 30% plans submitted for review. The next submittal will be in approximately three weeks.
 - Taxiway – reconstruction and drainage improvements – Bid package going before the Board August 9, 2022.
 - Terminal Parking Lot – Southern California Edison charging station locations approved. Design will be amended and finalized.
 - Wash Rack – item going before the Board July 26th or later, due to updates to be added to the Board item.

Tab 2 - Board of Supervisors Activity – Director Jenkins

- Monthly short-term lease agreements.
- County's 2022-23 budget.

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

- Threshold Technologies, Inc. – lease going before the Board for review.
- Flo's Airport Café – lease going before the Board for review.
- Military Aircraft Restoration Corp. – Real Estate Services to prepare lease renewal.

Tab 4 - Financial Report – Erin Johnson, Staff Analyst

The Department is at 94% of the annual budget year for Fiscal Year 2022. Overall revenue, including Apple Valley Airport is 115 % and expenditures are 35 %. The Department will continue to monitor expenditures to ensure that they remain within their budget constraints.

Annual federal funding from DOT (Department of Transportation) was received in May for Apple Valley, Baker, Barstow-Daggett, Needles, and Twentynine Palms Airports

The 2022-2023 Fee Ordinance was approved by the Board of Supervisors in April and will be effective on July 1st.

Mr. Jenkins offered some clarity on the revenue percentages. He pointed out that these numbers were based on expectation for revenue generation during the Covid period. Some projections were depressed, so the Department is receiving more revenue than anticipated. In addition, the Department is receiving Federal money which was not anticipated either. These revenues will go back into the Department's reserves for the upcoming cycle.

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

- **Admin**
 - 5/25/22 & 6/1/22. Administration office relocation and coordination meeting. Some staff being relocated to the new location on Hospitality Lane, with most staff being relocated to Chino Airport.
 - 6/6/22-6/7/22 Maureen Snelgrove and Erin Johnson attended the AAAE Conference in Seattle, Washington.
 - Ongoing coordination meetings with FAA staff for Airport Capital Improvement Plan (ACIP) grant submittals.
- **Chino Airport**
 - 5/23/22 Chino Enhancements unveiling event. Signs are on Cal Aero Dr. and on the north and south corners of Euclid. A new sign will be constructed and some fence improvements to come in the next year.
 - Week of 27th of June – Airport Manager interviews.
 - Hangar inspections of larger hangar developments continued.
- **Desert Airports**
 - Twentynine Palms Airport – painting and asphalt crack sealing continued.

Tab 6 - Chino Airport Operations – Director Jenkins

The operational count for Chino Airport through April was 63,000. The count will most likely be at 18,000 to 185,000 by the end of the year. The operational count for March 2022 was significantly higher than March 2021. Operations numbers are counted from the number of

aircraft landing or taking off, tracked by the air traffic control tower. There is an extrapolation based on after-hours activities. The Department's new subscription program for the outlying airports and Chino Airport, will be able to capture the after-hour activities accurately.

Tab 7 - Other Business
None

11. Date, Time and Place of Next Meeting

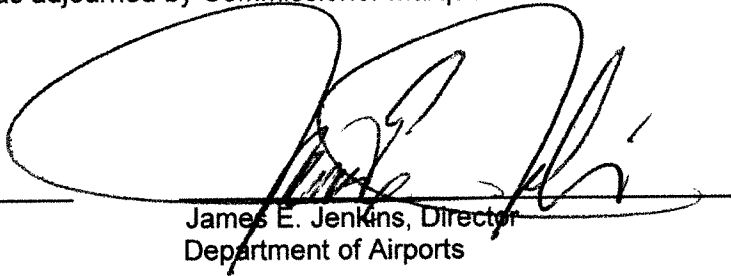
The next meeting will be held on Thursday, August 18, 2022, at 10:00 a.m. at Department of Airports, 777 E. Rialto Avenue, San Bernardino, Ca 92415.

12. Adjournment: Meeting was adjourned by Commissioner Marquez at 10:48 a.m.

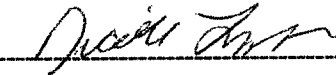
Respectfully submitted,



Ray Marquez
Airports Commission



James E. Jenkins, Director
Department of Airports



Nicole Leyden, Secretary
Department of Airports