

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
August 18, 2022.**

1. Meeting Called to Order

Called to order at 10:12 a.m. by Commissioner Ray Marquez.

Commission Members Present:

Jim Bagley, Desert at Large
Christine Canepa, Second District
Ray Marquez, Fourth District, Chair
Mark Alvarez, Fifth District, Vice Chair

Commission Members Absent

Larry Asmus, Valley at Large
Dillan Lesovsky, First District
William Smith, Third District

Staff Present:

James E. Jenkins, Director
Maureen A. Snelgrove, Assistant Director
Erin Johnson, Staff Analyst II
Nicole Leyden, Secretary I
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:

Chuck McCormick
Doug Crowther
Tom Bressan
Carl Scholl
Harvey Luth
Bob Velker
Roxanne Stache
Jerry Wilkins
Rob Mangold
Roman Nava

Mead & Hunt Engineering
Threshold Technologies
Threshold Technologies
Aero Trader
Chino Valley Fire Dept.
Chino Development League
Flo's Café
Planes of Fame Air Museum
Visitor, Mike Mangold's Brother
Chino Hills Resident

2. Pledge of Allegiance

Led by Roxanne Stache.

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.

Mr. Jenkins announced that he has completed his 31st year working for San Bernardino County.

5. Action Item - Approval of Commission Meeting Minutes, June 16, 2022

Motion: Commissioner Canepa
Abstained: n/a

Second: Commissioner Alvarez
Minutes approved.

6. Commissioner Reports/Comments

Nothing to report.

7. Public Comments

Mr. Velker shared that he led a tour around Chino Airport for City Council Member, Karen Comstock who was intrigued by how multi-faceted the airport was.

Mr. Velker also shared that a month ago trucks were getting stopped by law enforcement on the way to Celso Nursery. There was a verbal agreement to allow the trucks right of way, in and out of the nursery. He, Mr. Crowther, and Mr. Bressan had a meeting with some representatives from the Chino Police Department. They had a productive discussion regarding trucks driving to and from the airport.

Ms. Stache expressed her appreciation for the signs at the end of Merrill Avenue and Euclid stating that the airport businesses are still open. She shared that the City of Chino will not allow signage on the fence near Flo's Café, though.

Mr. Jenkins offered a pad for the building for posting signage.

Mr. Crowther announced that Threshold is now a distributor for Tecnam, a leading Italy-based airplane manufacturer. Threshold has been awarded exclusive rights to the sales and maintenance of their aircraft in California and Arizona.

8. Information Item: Solicitation of Proposal for Twentynine Palms Airport.

A solicitation of proposal was made for Twentynine Palms Airport. This is for Airport Keeper of the facility which includes assistance with fuel operations, airfield inspections, janitorial duties, and lighting. Two proposals were received. Chris Young has been recommended to be given the opportunity to negotiate an agreement.

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

Most of the issues are currently on Merrill Avenue. Mr. Jenkins shared that the City of Chino has reported this week that soon there will be a full closure at the corner of Merrill Avenue at Highway 83. Mr. Jenkins made a request to the City of Chino for a calendar of closures including an anticipated amount of time that the streets will be affected.

There is a deep concern regarding the tall pile of dirt along the north boundary of Merrill Avenue. If there are strong winds then the businesses, as well as the airport may be inundated with dirt. The representatives from the Planes of Fame Air Museum indicated that they will be sending a letter of protest to the Cities of Chino and Ontario regarding the dirt. The Department will be polling the balance of the airport tenants to get their comments regarding the dirt pile and how they may be affected if there are strong winds. Mr. Jenkins advises the tenants to reach out to the Cities of Chino and Ontario to make their concerns known.

The City of Chino has provided the Department of Airports with a right-of-way dedication map which identifies the right-of-way areas around the perimeter of the airport that they are in need of.

10. Information Item: Department of Airports Video

Ms. Gann shared that she is ready to film with Commissioner Canepa whenever she is ready.

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

- Apple Valley
 - Café patio – plans reviewed. 90% submittal should be received by the end of next week.
 - Taxiway – reconstruction and drainage improvements and Wash Rack – Bid packages going before the Board have been postponed due to the fact that the required County Service Area language was not included.

- Terminal Parking Lot – SCE charging station locations have been approved. SCE easements required for that project are now being discussed.
- Perimeter Fence Improvements - FAA Grant was received. The design and environmental to be completed soon. Next, will apply for grant funding for construction.
- Renovation of Apple Valley Airport Terminal – kick-off meeting. It will be a 12–18-month project. The display for Mike Mangold will be included, as well as in the café patio plans.
- Chino
 - A-550 Phase II – With Project Manager. The cost is being negotiated with the contractor.

Tab 2 - Board of Supervisors Activity – Director Jenkins

- 2 Monthly short-term lease agreements.
- Lease approved for Threshold Technologies.
- Grant Acceptance – multi-item for Twentynine Palms and Barstow-Daggett Airport for the pavement management study. Included submittal of Caltrans matching grant.
- Grant Acceptance – Apple Valley Airport perimeter fence design and environmental.

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

- Flo's Airport Café – prepared for commencement on 10/1/22.
- Solicitation of Proposal for Twentynine Palms Airport Keeper – recommendation is to advance recommendation for Christopher Young for Hangar 1.
- McBride's RV Storage – will be advanced to the Board on 11/15/22.

Tab 4 - Financial Report – Erin Johnson, Staff Analyst

The Department is at the beginning of the fiscal year, so there are no balances to report at this time. Ms. Johnson explained the year end processes and accrual processes. Once the County processes are finalized the Department will do the accrual transfers.

Mr. Jenkins pointed out that the Department provides services to County Service Area 60 (CSA 60), which is the Apple Valley Airport. The Department is contracted by CSA 60 to manage the facility and to provide staffing. This is one of the transfers along with other contract elements which are included in the accrual transfers.

Tab 5 - Monthly Report

Assistant Director Snelgrove

- **Admin**
 - Completed a portion of the hangar inspections of the hangars at the Chino Complex.
 - Completed another round of interviews for Airport Manager and two candidates have been moved forward for County Leadership to consider.
 - Attended P3 Conference – staff from Airports, County Counsel, and Real Estate Services.
- **Chino Airport**
 - Chino staff are continuing with weeding, painting, and crack sealing.

- **Desert Airports**

- Twentynine Palms Airport – crack sealing continued.
- Barstow-Daggett Airport hit by significant storms July 18, 30, 31, and August 1st. Major damage to the Nose Dock. Coordinating with Risk Management to assess the structure. Damage also to FBO office and perimeter fence.

Tab 6 - Chino Airport Operations – Director Jenkins

The operational count for Chino Airport through June is 99,068. Overall, the numbers for 2022 are more than they were in 2021. The numbers are tracking towards 190,000 to 200,000 by the end of the year. The numbers are stabilizing, the operational count is increasing, and fuel flow activity remains constant.

Tab 7 - Other Business

None

12. Date, Time and Place of Next Meeting

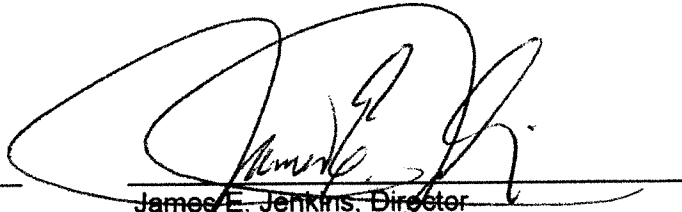
The next meeting will be held on Thursday, September 29, 2022, at 10:00 a.m. at Apple Valley Airports, 21600 Corwin Rd Apple Valley, Ca 92307.

13. Adjournment: Meeting was adjourned by Commissioner Marquez at 11:23 a.m.

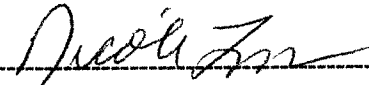
Respectfully submitted,



Ray Marquez
Airports Commission



James E. Jenkins, Director
Department of Airports



Nicole Leyden, Secretary
Department of Airports