

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
September 29, 2022.**

1. Meeting Called to Order

Called to order at 10:00 a.m. by Commissioner Christine Canepa.

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
Vince Corona
Lorraine Davila, Real Property Agent II

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

Public Participation:

Harvey Luth
Bob Velker
Rob Mangold
Mateo Giraldo
Terry Stover
Susan Newman Harrison
Karl Higgins
Doug Crowther
Tom Bressan
Roxanne Stache

Chino Valley Fire Dept.
Chino Development League
Visitor, Mike Mangold's Brother
Visitor
Retired Department of Airports
Airshow Marketing Coordinator
Montecito Development
Threshold Technologies
Threshold Technologies
Flo's Cafe

2. Pledge of Allegiance

Led by Jim Bagley.

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 the Department of Airports was awarded a NACo (National Association of Counties) Achievement Award for Airport Operational Area Driver Training program. The County, all together was awarded 82 awards this year.

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

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

6. Commissioner Reports/Comments

Commissioner Marquez shared that he spoke with the City Manager of Ontario, Mr. Scott

Ochoa, and that Mr. Ochoa assured him that he would put measures in place to eliminate the dust from the piles of dirt on the south side of the airport.

Mr. Jenkins pointed out that the City of Ontario did take action and sprayed a dust suppressant material onto the dirt piles north of Planes of Fame Museum. Mr. Jenkins stated that he believed that this will be very helpful in controlling dust in the Merrill Avenue corridor.

Commissioner Bagley shared that he was at in Osh Kosh this past July. He stated that he enjoyed watching the Captain Joseph McConnell movie playing there, as it showcases Apple Valley Airport and the history of Captain McConnell.

He expressed his delight that the Apple Valley Airshow has returned this year.

Commissioner Bagley requested a change of date for the October Commission meeting.

Commissioner Canepa requested contact information for the Cities of Chino and Ontario to write letters to in support of Flo's Restaurant.

Commissioner Canepa requested to be kept abreast on any response from the military regarding the Johnson Valley restricted airspace.

7. Public Comments

None

8. Information Item: Apple Valley Airshow

Ms. Newman Harrison Event and Marketing Coordinator gave a brief update. There has been increased interest this year from sponsors and volunteers. Performer highlights are the TA4 Skyhawk, 2 F16's from Edwards Air Force Base, and a C27J Spartan from the Coast Guard.

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

Mr. Jenkins, Director: One of the issues for the airport tenants on the Merrill Avenue corridor was the large pile of dirt that had been excavated to accommodate a new stormwater conveyance channel. Tenants were concerned that they would be inundated with dust and debris during strong winds. Commissioner Marquez reached out to the Cities of Ontario and Chino and within a week a dust suppressant was applied to the dirt piles. Mr. Jenkins expressed his gratitude that they responded in such a rapid manner.

Regarding the traffic circulation and right of way dedications the City of Chino has concluded their right of way study to let the County know what property rights are needed around the perimeter of the airport. One of the items which the City of Chino did not fully study has to do with the Ontario needs associated with two new signalized intersections, which are included in two parallel roadways along the north corridor. These are north south thoroughfares leading into the airport which will become signalized intersections. The Department advised that they be four-way intersections, so the City has agreed to add this as additional right of way dedications.

There is a stormwater conveyance facility that the City is under contract with the County. This is to install a conveyance at Kimball Avenue to convey water from north to south. The City of Chino has stated that they anticipate extreme cost overruns on the project. The County has requested documentation for the cost.

10. Information Item: Department of Airports Video

Ms. Gann is planning to film with Commissioner Canepa at Needles Airport on October 5th. She will then coordinate with Commissioner Lesovsky for filming Barstow-Daggett Airport. When this is completed she will begin editing all the video footage.

11. Director's Reports

Tab 1 - Capital Improvements – Assistant Director Snelgrove

- Apple Valley
 - Café patio – the 90% plans for review - to 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 to January.
 - Terminal Parking Lot – Pending SCE easements.
 - Perimeter Fence Improvements – Cal Trans Match Grant received. Project in design and environmental.
- Chino
 - A-550 Phase II (minor additions) – Pre-construction meeting October 5th. Completion anticipated to be in November.
- Admin
 - Relocation of Administrative Office from 777 East Rialto to Hospitality Ln – construction started 8/6/22. Anticipated completion date 11/18/22. Admin office move expected late November or early December.

Tab 2 - Board of Supervisors Activity – Director Jenkins

- September 13 – approval of routine short-term lease agreements.
- September 27 – approval for leasing property west of the Apple Valley Airport for use of airshow parking overflow.

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

- Flo's Airport Café – scheduled for commencement on 10/1/22.
- Solicitation of Proposal to be released in October – for Hangar B-295 and a portion of Hangar A-230 (Dome Hangar No.1) – both at Chino Airport.
- Current RFP (Request for Proposal) – concluded with submissions - for Commercial Brokerage Services.
- Negotiations have commenced with Chris Young, who was selected from Solicitation of Proposal of Hangar 1 at Twentynine Palms Airport.

Tab 4 - Financial Report – Erin Johnson, Staff Analyst

The Department is at 20% of the fiscal year. The Department was informed that the year-end processes have been completed as of last Thursday. The accrual transfers will now commence. The Department is in good standing financially. A more updated reporting will be done at the next fiscal meeting.

Fee studies and analysis are mandated by the County for the County Fee Ordinance. Airport rates were adjusted based on an appraisal that was adopted by the Board of Supervisors last August for hangar rents and compensations. Administrative fees are being reviewed.

Tab 5 - Monthly Report

Assistant Director Snelgrove

- **Admin**
 - Preparing for the next fiscal year CIP (Capital Improvement Projects) submittal. There are twenty-eight projects to be submitted, but some are ongoing. These are being coordinated with the ACIP (Airport Capital Improvement Plan) submittals for the FAA and Caltrans.
 - 8/23/22 - Attended the AAAE (American Association of Airport Executives) General Aviation Conference.
 - 9/13/22 - Attended the ACA (Association of California Airports) Conference.

- **Chino Airport**
 - 9/11/22 - Building A-435, Dome 4 is a total loss due to fire. Chino Valley Fire has not submitted a final report yet, but arson has been ruled out.
 - 9/23/22 - Caltrans 5010 inspection.

- **Desert Airports**
 - Twentynine Palms Airport – Ongoing maintenance.
 - Barstow-Daggett Airport - Ongoing maintenance.
 - Needles Airport – Pilot lounge has been resided and will be painted in the next few weeks.

- **Apple Valley Airport**
 - Ongoing planning for the 2022 airshow.

Tab 6 - Chino Airport Operations – Director Jenkins

The operational count for Chino Airport through August is 137,492. The numbers are tracking towards 200,000, as they did last year. The count for August is quite solid. These high numbers haven't been seen since August 2019. The activity at Chino Airport is robust and the fuel flow activity is consistent with the increased activity.

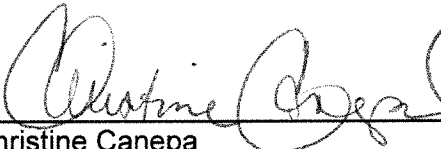


Tab 7 - Other Business
None

12. Date, Time and Place of Next Meeting

The next meeting will be held on Wednesday, October 26, 2022, 10:00 a.m. at Twentynine Palms Airport, 78569 Twentynine Palms Hwy, Twentynine Palms, Ca. 92277

13. Adjournment: Meeting was adjourned by Commissioner Canepa at 10:58 a.m.

Respectfully submitted,

 <hr style="width: 100%;"/> <p>Christine Canepa Airports Commission</p>	 <hr style="width: 100%;"/> <p>James E. Jenkins, Director Department of Airports</p>
 <hr style="width: 100%;"/> <p>Nicole Leyden, Secretary Department of Airports</p>	