

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
April 20, 2023.**

1. Meeting Called to Order

Called to order at 10:00 a.m. by Commissioner Mark Alvarez.

Commission Members Present:

Jim Bagley, Desert at Large
Larry Asmus, Valley at Large
William Smith, Third District
Bill Waddingham, Second District
Mark Alvarez, Fifth District, Chair

Commission Members Absent

Dillan Lesovsky, First District, Vice Chair
Ray Marquez, Fourth District

Staff Present:

Maureen Snelgrove, Assistant Director	Department of Airports
Greg Zarco, Airport Manager	Department of Airports
Erin Johnson, Administrative Supervisor	Department of Airports
Lorraine Davila, Real Property Agent III	Real Estate Services
Audrey Roque, Real Property Agent II	Real Estate Services

Public Participation:

Bob Velker	Chuck McCormick, Mead & Hunt
Rob Mangold	Gus Cendejas, Chino Aviation
Doug Crowther, Threshold Aviation	Don Spence
Tom Bressan, Threshold Aviation	Jerry Wilkins, Planes of Fame
Carl Schol, Aero Trader	Fida Hossain
Chris Wright, Yanks	Julie Sanchez, Chino Valley Chamber of Commerce
Michael Thayer, Flying Tigers	

2. Pledge of Allegiance

Led by Commissioner Smith.

3. Report on Posting of Agenda:

Ms. Snelgrove stated that the agenda had been posted as required.

4. Awards, Guest Introductions and Announcements:

Commissioners and guests introduced themselves.

5. Commissioner Reports/Comments

Motion Recommended by Commissioner Bagley: Prepare a luncheon and Airports Advisory Commission Resolution recognizing Christine Canepa for her commitment and efforts while on the Airports Advisory Commission after the May 18, 2023, Commission meeting. Lunch to be paid for by individual attendees.

Second: Commissioner Asmus

Abstain: n/a

All approved

6. Action Item: Approval of Commission Meeting Minutes, January 19, 2023

Motion: Commissioner Waddingham

Second: Commissioner Asmus

Abstain: Commissioner Bagley

7. Action Item: Approval of Commission Meeting Minutes, February 16, 2023

Motion: Commissioner Bagley
Abstain: n/a

Second: Commissioner Asmus

8. Action Item: Approval of Commission Meeting Minutes, March 16, 2023

Motion: Commissioner Bagley
Abstain: n/a

Second: Commissioner Asmus

9. Public Comments

Mr. Bob Velker discussed the tour of Chino Airport with the City of Chino Chamber Business Leaders Collaborative. Ms. Sanchez discussed the plan and schedule for the day at Ontario International Airport and Chino Airport.

Mr. Don Spence, Chino Airport tenant mentioned his submittal for development of Building B-340 at Chino Airport.

Mr. Rob Mangold is grateful and pleased with the updates for his brother's display at Apple Valley Airport.

Mr. Joe Yancey, Chino Airport business tenant introduced his business Yancey Enterprises and discussed the roof leaks in Buildings A-480 and A-485.

Mr. Carl Scholl, Chino Airport business tenant, Aerotrader discussed his concerns regarding the construction on Merrill Avenue and access to the Airport.

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

Ms. Snelgrove stated that there has been no recent update from the City of Chino or Murow Construction regarding the closures at Bon View and Grove Avenues.

There were significant delays of approximately three months for the opening of Euclid / Merrill Avenue due to rains.

Received questions regarding Merrill alignment and impacts to Airport. County and Real Estate Services are working through Right of Way alignments and easements.

11. Information Item: Department of Airports Video

Ms. Gann provided the following update:

1. Baker is completed with Commissioner Asmus.
2. Barstow-Daggett still in editing with Commissioner Lesovsky.
3. Twentynine Palms: I emailed Commissioner Bagley on 4/19 for a reshoot at the Government Center in front of the green screen. Need to determine a date and time.
4. Needles: I emailed Commissioner Waddingham on 4/19 to film at the Government Center in front of the green screen. Emailed him a copy of the script. Need to determine a date and time.
5. Apple Valley: I will reach out to Commissioner Bill Smith for scheduling.
6. Chino: I will reach out to Commissioners Ray Marquez and Mark Alvarez for scheduling.

12. Director's Reports

Tab 1 - Capital Improvements – Assistant Director Snelgrove

- Apple Valley
 - Wash Rack – No status change
 - Taxiway Reconstruction and Drainage Improvements – no status change
 - Café Patio – Plans and specifications are under review by County Land Use.
 - Perimeter Fence Improvements – In design and environmental.
 - Terminal Renovation – Initial design review 4/7/23.
- Chino
 - REILS and Lighting Vault Upgrade – Prebid job walk was 4/13/2023.

Tab 2 - Board of Supervisors Activity – Director Jenkins

- 3/14/23 – Approval to Continue Contract with Tetra Tech, Inc.
- 3/14/23 – Approval of routine short-term lease agreements.

Tab 3 - Real Estate – Lorraine Davila

- Flo's Airport Café – Lease renewed for five years.
- Commercial Brokerage Services – RFP concluded. Jones Lang LaSalle (JLL) was awarded as the brokerage firm to assist in executing new leases for Department of Airports.
- 4 Solicitation of Proposals (SOP's) for Chino Airport and 2 for Apple Valley - to be released at the end of February.

Tab 4 - Financial Report – Erin Johnson

Tab 5 - Monthly Report

Assistant Director Snelgrove

- **Admin**
 - Fiscal Year 2023-24 Budget preparation
 - Caltrans 3-Year ACIP submitted
- **Chino Airport**
 - Dome 4 Building A-435 remediation and clean-up planning underway.
 - B310 Remediation and clean-up scheduled.
 - 2/8/2023 – Job Walk on Kimball Ave Widening project for Verizon transformer relocation.
 - Lease and development meetings with tenants.
- **Desert Airports**
 - TNP – Fuel dispensing issues have been addressed.
 - DAG – Nose Dock and ancillary buildings remediation and clean-up planning underway.
 - EED – Ongoing maintenance.

Tab 6 - Chino Airport Operations – Director Jenkins

The operational count at Chino Airport February 2023 is 15,128.

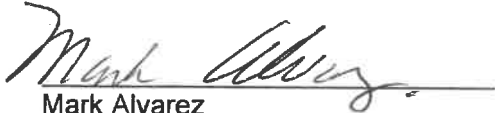
Tab 7 - Other Business – no items

13. Date, Time and Place of Next Meeting

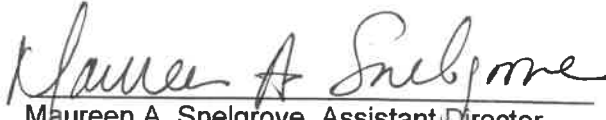
The next meeting will be held on Thursday, May 18, 2023, at 10:00 a.m. at Airports Administration, 268 W. Hospitality Lane, San Bernardino CA 92408

14. Adjournment: Meeting was adjourned by Commissioner Alvarez at 10:59 a.m.

Respectfully submitted,



Mark Alvarez
Airports Commission



Maureen A. Snelgrove, Assistant Director
Department of Airports

S.N.A.

Department of Airports