

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING**  
**February 16, 2023.**

**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  
 Larry Asmus, Valley at Large  
 Christine Canepa, Second District  
 Ray Marquez, Fourth District

**Commission Members Absent**

Dillan Lesovsky, First District, Vice Chair  
 William Smith, Third District  
 Mark Alvarez, Fifth District, Chair

**Staff Present:**

James E. Jenkins, Director  
 Maureen Snelgrove, Assistant Director  
 Greg Zarco, Airport Manager  
 Erin Johnson, Administrative Supervisor  
 Nicole Leyden, Secretary I  
 Alfonso Romo, Maintenance Supervisor  
 Jared Green, Operations Tech I  
 Eduardo Trujillo, Operations Tech I  
 Tammy Gann, Communications Officer  
 Lorraine Davila, Real Property Agent III  
 Audrey Roque, Real Property Agent II

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 Real Estate Services  
 Real Estate Services

**Public Participation:**

Bob Velker  
 Tristen Lowe  
 Ron Hamm Jr.  
 Amanda Garcia  
 Jason Johnson  
 William Hitt  
 Harold Horner  
 Mike Jaynes

Chino Development League  
 Daggett Aviation  
 Daggett Aviation  
 Mercy Air  
 Mercy Air  
 Mercy Air  
 Mercy Air  
 Pilot

**2. Pledge of Allegiance**

Led by Mr. Jenkins.

**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 Erin Johnson has been promoted to Administrative Supervisor. He also introduced the new Airport Manager for Apple Valley Airport, Mr. Greg Zarco.

Mr. Jenkins announced that last year he gave notice to County Leadership that he would be retiring in June 2023. The Chino Plume clean-up and abatement issue and the lawsuit associated with it may postpone his retirement a few months.

**5. Commissioner Reports/Comments**

Commissioner Bagley stated that he was glad to meet on site at the airport, as he can see that there is storm damage to structures.

Commissioner Canepa shared that she attended the event, King of the Hammers and said that it was very well attended. She is hoping that the military will attend a commission meeting to give an update on the Shared Use Area in Johnson Valley, as she believes that it will certainly impact that event. As an off-roader, she believes that it is important to preserve that area.

Commissioner Marquez stated that he was invited to a meet with the developer who is currently developing north of Merrill Avenue. He stated that the meeting included Ms. Stache from Flo's Café, a representative from the City of Chino and also a representative from the City of Ontario. He stated that it was a very positive meeting.

**6. Public Comments**

Mr. Hamm shared that there was a couple of microbursts this past summer that took half the roof off Daggett Aviation's office. He stated that the maintenance staff did an excellent job making the necessary repairs.

Mr. Velker commented that as he drove down Merrill Avenue recently, he noticed that the construction company is staging things logically and only working on a small segment at a time which will have a minimum impact on the airport.

Mr. Lowe inquired if there were any updates regarding the nose-docks at Barstow-Daggett Airport.

Mr. Jenkins to give this update with the financial report.

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

REDA and the Construction Management team hosted a meeting for County and Chino Airport tenants. Mr. Jenkins and staff attended meeting, Airport tenants were represented by Flo's Café, Planes of Fame Museum, AeroTrader and Cal Aero Fab. Representatives from the City of Chino and Mr. Bob Velker were in attendance. Mr. Jenkins stated that the cities have not been coordinating well with each other. The developer though, is dedicated to making sure that there is sufficient circulation in and out of the airport. The circulation will be difficult, but there will be ingress and egress out of the airport from Stearman moving eastward. It will be a multi-month process with sections of Merrill Avenue being closed to through traffic, but this will be contingent on the weather.

The Department is requiring the City of Chino to be the lead agency on all property rights issues that require Ontario to undertake their construction movements along Merrill Avenue. There is considerable property that needs to be dedicated to the City of Chino for improvements to occur on the north boundary of the airport.

The Department has been negotiating with the City of Chino to prepare a right of way dedication municipality analysis so the Department can take an application forward to the FAA to get that property released and get them permanent property rights to construct their improvements.

Mr. Jenkins stated that the County will not stand in the way of developments moving forward unless it impacts the rights of the airport tenants. He believes that the improvements will be beneficial when they are completed, though. When all the improvements have been made,

the airport will benefit from two additional signal lights along Merrill Avenue which will be ingress and egress for the airport.

Regarding right away dedications, significant property has been dedicated to the City of Chino for them to complete their circulation around the airports. Currently there are approximately six power lines on Kimball Avenue to be relocated by Southern California Edison. Property is being dedicated for an additional lane to be made for a half a mile section. The Department is allowing some facilities in that location to be relocated. The FAA will expect the Department of Airports to be compensated for the City taking property, and they will do an audit as a result.

#### **8. Information Item: Department of Airports Video**

Ms. Gann gave an update on the status of the airport videos. She shared that she is putting Apple Valley and Chino Airport on hold. The videos for the other airports have been shot and are currently being edited.

#### **9. Director's Reports**

##### *Tab 1 - Capital Improvements – Assistant Director Snelgrove*

- Apple Valley
  - Wash Rack – In the final stages for review; may be approved by the Board in February.
  - Taxiway Reconstruction and Drainage Improvements - In the final stages for review; may be approved by the Board in February.
  - Café Patio – Plans and specifications are under review by County Land Use.
  - Perimeter Fence Improvements – In design and environmental.

##### *Tab 2 - Board of Supervisors Activity – Director Jenkins*

- 2/7/23 – 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*

We are at 62% of the fiscal year. Expenditures are at 21% and revenues are at 57% for all the airports including Apple Valley. The expenditures for Apple Valley Airport are at 7% and the revenues are at 101%. Revenue is at 42% and expenditures are at 71% for all airports excluding Apple Valley. The expenditures are a little higher than normal for this time of year, but this includes fees for the fire at Chino, as well as the storm damage which the Department is expecting to be reimbursed for. Airports fiscal staff will continue to monitor expenditures to ensure that they stay within the budget's restraints.

Mr. Jenkins added that there is currently seven million dollars' worth of expenses which need to be funded for insurance purposes. At Barstow-Daggett Airport there is a nose-dock, the old CHP facility and the Daggett Aviation facility which need to be managed due to the damage from the microburst. Some mitigation and repairs have been made to stabilize Daggett Aviation while the

Department is waiting for the insurance process to advance. The Department has a three and a half million-dollar budget for the nose dock. Mr. Jenkins believes that the nose dock will be removed entirely or partially. The old CHP building will be removed as part of the mitigation effort. The seven million dollars is for removal only and does not address rehabilitation or rebuild. There will be a rehabilitation or rebuild to the nose dock, which will have some sort of storage capability and will most likely be a shade-port.

Chino Airport also has expenses which need to be funded for insurance purposes. It will cost three and a half million dollars for removal and abatement for a hangar that burned in a fire last September. The burnt structure sits as a pile of debris, awaiting to be abated, as it has led, asbestos and other hazardous items. This will have to be mitigated before removing it from the airport. This is being managed by Risk Management and Project Management and it is not expected to be moved until the Fall. The damaged structures at Barstow-Daggett are also not expected to be moved until the Fall. The Department will be paying seven million dollars for removal at Barstow-Daggett, with the expectation that it will be reimbursed by insurance. The Department plans to have this amount come from the General Fund and not from the Airport's reserves and as insurance monies are received, they will be used to pay that amount back. The General Fund will provide a loan for repairs for the damaged facilities at Barstow-Daggett from the microburst and for the facility damage at Chino Airport.

#### *Tab 5 - Monthly Report*

##### *Assistant Director Snelgrove*

- **Admin**
  - 1/26/23 – Staff level FAA RSAT meeting.
  - 1/30/23 – Quarterly meeting with FAA local office.
- **Chino Airport**
  - 1/23/23 – Dome 4 Building A-435 remediation and clean-up planning underway.
  - 2/20/23 - B310 Remediation and clean-up scheduled.
  - 1/27/23 – Job Walk on Kimball Ave for Edison pole realignment.
  - 2/6/23 – Attended Merrill Ave Closure meeting. Closure implemented 2/10/23.
- **Desert Airports**
  - TNP – Ongoing maintenance.
  - DAG – Nose Dock and ancillary buildings remediation and clean-up planning underway.
  - EED – Ongoing maintenance.
- **Apple Valley Airport**
  - Mr. Mangold's display updated to include wall hanging.

#### *Tab 6 - Chino Airport Operations – Director Jenkins*

The 2022 end of the year operational count is over 203,000 and 201,000 is the audited amount. The year 2019 held the record for operational counts for Chino Airport with a count of 217,000. Unfortunately, in the following year of 2020 the count was 176, 000, due to Covid. In 2021 the numbers were in the upswing and then in 2022 they have increased more.

#### *Tab 7 - Other Business – Director Jenkins*


Mr. Jenkins gave an update on the Chino Plume. The clean-up and abatement of the Chino Plume is advancing. Construction of the clean-up and abatement wells are scheduled to begin by June. The ground water will be pumped and treated, delivered to Chino Desalter Authority, where it will be treated further and then become part of the drinking water stream.

**10. Date, Time and Place of Next Meeting**

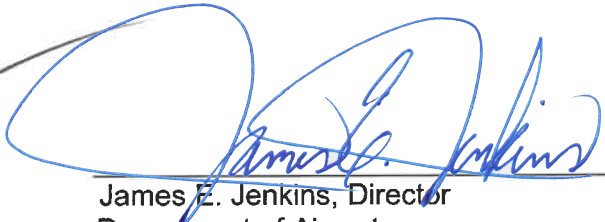
The next meeting will be held on Thursday, March 16, 2023, at 10:00 a.m. at Needles Airport – 711 Airport Rd Needles, CA 92363

**11. Adjournment:** Meeting was adjourned by Commissioner Marquez at 11:01 a.m.

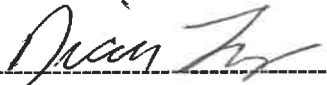
Respectfully submitted,



Ray Marquez  
Airports Commission



James E. Jenkins, Director  
Department of Airports



Nicole Leyden, Secretary  
Department of Airports