

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING  
January 19, 2023.**

**1. Meeting Called to Order**

Called to order at 10:01 a.m. by Commissioner Mark Alvarez.

**Commission Members Present:**

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

**Commission Members Absent**

**Staff Present:**

James E. Jenkins, Director  
Maureen Snelgrove, Assistant Director  
Erin Johnson, Staff Analyst II  
Nicole Leyden, Secretary I  
Vincent Corona, Maintenance Supervisor  
Lorraine Davila, Real Property Agent III  
Audrey Roque, Real Property Agent II

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

**Public Participation:**

Bob Velker  
Karl Higgins  
Rob Mangold & Mother  
Roxanne, Joe & Logan Stache  
Harvey Luth

Chino Development League  
Montecito Development  
Family of Mike Mangold  
Flo's Café  
Chino Valley Fire District

**2. Pledge of Allegiance**

Led by William 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.

Maintenance Supervisor, Vince Corona was awarded a pin for his 15 years of service with San Bernardino County. There is another 15-year pin for Operations Tech II, Joseph Dozier, who was not in attendance.

**5. Action Item - Approval of Commission Meeting Minutes, December 1, 2022**

Motion: Commissioner Lesovsky                      Second: Commissioner Smith  
Abstained: n/a    Minutes approved.

**6. Commissioner Reports/Comments**

Commissioner Canepa shared that she and Commissioner Marquez followed up with the City of Ontario, as well as Supervisor Hagman's office regarding the large dirt piles next to Chino

Airport. She then contacted Carl Scholl and Matt Nightingale to let them know that the City of Ontario is in compliance regarding the matter.

#### 7. **Public Comments**

Mr. Velker shared that he is leading a tour at Chino Airport for a business group at the end of May.

Ms. Stache shared her concerns about Flo's restaurant being severely affected by continuous roadwork surrounding Chino Airport. She also has concerns with airport Gate #2 being closed, as this is an additional barrier for customers to reach the restaurant.

Ms. Stache also commented in regard to the planned Merrill Avenue closure. She stated that there are continuous traffic accidents on Bon View and Merrill Avenue, which results in Merrill Avenue getting closed. She suggested that putting in a temporary stop sign would be helpful.

Mr. Jenkins said that he will have Gate #2 re-opened. He also stated that the Department will forward her comment to the construction meetings regarding the intersection hazards. Ms. Snelgrove also added that a public meeting will be held before the closure of Merrill occurs and that this would be a good place for this comment to be voiced.

Commissioner Marquez stated that he would be in attendance at the public meeting.

#### 8. **Information Item: Fire Damaged Hangar & Water Damaged Office at Chino Airport Barstow-Daggett Airport Nose Dock**

Mr. Jenkins gave an update on Building A-435 at Chino Airport, which was destroyed by a fire on 9-10-22. He shared that the site is under 24-hour security watch. Airport Gate #2 has been closed due to the fencing around the site. Mr. Jenkins shared that he would make an adjustment and have the gate opened by the following Monday. As for repairs and clean-up, the County Administrative Office is taking an item before the Board of Supervisors to consider this with two other items as an emergency item. This will allow a more streamlined approach to undertaking repairs and cleaning up the site. This is being managed by an outside consultant team who is also managing the eventual rebuild of the sites. Abatement is expected at the beginning of March.

Barstow-Daggett Airport sustained damage over the summer from a microburst event. Part of the nose dock was damaged and collapsed. Most of the roofing material on that structure has been blown off by wind and storm events since the summertime. The roofing material and the area surrounding the site has asbestos containing material. The Department is considering removing a portion and then rebuilding that portion of the facility to accommodate not only the current tenants, but also the Fixed Base Operator (FBO), as their facility was also damaged by the microburst event.

Another matter to be included in the Board item is an office at Chino Airport which has sustained stormwater damage with the roof structure. Because this building contains asbestos, a portion of the building has been contained, but remediation and eventual rehabilitation is planned for that space. The tenant is currently able to use the space outside of the affected area, but the Department has suspended their rent in entirety.

In the past ten days additional structures at Chino Airport have had significant storm-water damage. This will be included with the other items, or possibly individually, to go before the Board.

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

Mr. Jenkins explained that Chino Airport has been subject to the development north of the centerline of Merrill Avenue, which is the City of Ontario's jurisdiction. It has spilled over to the south side of Merrill Avenue, as they are widening that street as well. The City of Ontario has communicated their intent with the ultimate closure which will take place at Highway 83 and Merrill Avenue. This will be on Highway 83 east to Stearman Avenue. Traffic will not be

able to enter the airport from that roadway. The project manager met with The Department of Airports a week ago and stated that they were waiting for a permit from Caltrans to begin the closure.

Mr. Jenkins explained that the Right of Way Dedications is moving forward. The City of Chino is concentrating on the Kimball Avenue expansion. The application for relocating power poles is being managed by Southern California Edison and the poles are currently on order. To advance the construction, they intend on building pockets around the existing power poles, so that they can get the public procurement process of their project completed and have pavement in place. They want to have traffic circulation south of the airport in order, as Merrill Avenue will remain impacted for a significant amount of time, and to get more capacity going east and west is critical.

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

Ms. Snelgrove shared that Ms. Gann is currently editing the film footage.

#### **11. Director's Reports**

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

- Apple Valley
  - Wash Rack – Scheduled for Board approval January 25,2023.
  - Taxiway Reconstruction and Drainage Improvements - Scheduled for Board approval January 25,2023
  - Café Patio – Plans and specifications are under review by County Land Use.
  - Perimeter Fence Improvements – In design and environmental.
- Admin
  - FAA Airports Capital Improvements Plan – Submittal complete.
  - Caltrans Airports Capital Improvements Plan – Currently being completed; due 1/31/23.

##### *Tab 2 - Board of Supervisors Activity – Assistant Director Snelgrove*

- December and January – Approval of routine short-term lease agreements.

##### *Tab 3 - Real Estate – Lorraine Davila*

- Flo's Airport Café – scheduled for commencement on 2/1/23.
- RFP for Commercial Brokerage Services concluded 10/21/22; Final evaluation this week with expectation to award early February.
- RFP for Cargo Truck Storage – Awarded.

##### *Tab 4 - Financial Report – Assistant Director Snelgrove*

We are at 50% of the fiscal year. The Department is on target with revenues. Department-wide expenditures are appearing low, but there have been issues within the Department and with the Auditor-Controller, regarding payments. The Department is catching up to ensure balance with the budgeted expenditures. Revenue for Apple Valley Airport is at 97%, as tax revenue has been received. For the remaining airports revenue is 35% and expenditures are 45%. The balance of revenues is behind, but staff is quickly catching up on this.

##### *Tab 5 - Monthly Report*

*Assistant Director Snelgrove*

- **Admin**
  - 1/4/23 coordination with County Archives for the scanning and storage of department files.
- **Chino Airport**
  - 12/15/22, 1/12/23 – Airport Manager II interviews. One candidate recommended for a second interview.
- **Desert Airports**
  - TNP – Ongoing maintenance.
  - DAG – Damage to nose dock & ancillary buildings included in Emergency Board Action Item.
  - EED – Ongoing maintenance.
- **Apple Valley Airport**
  - 12/8/22 – RFP Job Walk with architects and engineers for the Apple Valley terminal remodeling project.
  - 1/31/23 - Apple Valley Airport Manager, Mr. Greg Zarco.

*Tab 6 - Chino Airport Operations – Assistant Director Snelgrove*

Chino operations are currently at 186,825. It is expected that the total for 2022 will either match or exceed the previous year's total. The airport continues to be very busy.

*Tab 7 - Other Business*

None

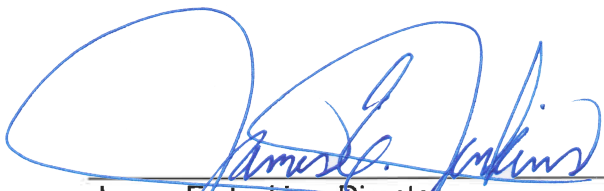
**12. Date, Time and Place of Next Meeting**

The next meeting will be held on Thursday, February 16, 2023, at 10:00 a.m. at Barstow-Daggett Airport – 39500 National Trails Hwy. Daggett, CA 92327

**13. Adjournment:** Meeting was adjourned by Commissioner Alvarez at 11:00 a.m.

Respectfully submitted,

  
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 Mark Alvarez  
 Airports Commission

  
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 James E. Jenkins, Director  
 Department of Airports

  
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 Nicole Leyden, Secretary  
 Department of Airports