

SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
August 17, 2023.

1. Meeting Called to Order

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

Commission Members Present:

Ray Marquez, Fifth District
 Larry Asmus, Valley at Large
 Dillon Lesovsky, First District, Vice Chair (Virtual)
 Jim Bagley, Desert at Large
 William Smith, Third District
 William Waddingham, Second District

Commission Members Absent

Staff Present:

Maureen A. Snelgrove, Assistant Director
 Erin Johnson, Staff Analyst II
 Greg Zarco
 Tammy Gann
 Lyle Ballard, Real Property Manager

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

Public Participation:

Harvey Luth
 Bob Velker
 Doug Crowther
 Chuck McCormick
 Gus Cendejas
 Carl Scholl
 Matt Nightingale

Chino Valley Fire Dept.
 Chino Development League
 Threshold Technologies
 Mead & Hunt
 Chino Aviation
 AeroTrader
 Aero Sport, Aerofab, Cal Aero Academy

2. Pledge of Allegiance

No pledge.

3. Report on Posting of Agenda:

Agenda posted.

4. Awards, Guest Introductions and Announcements:

Commissioners and guests introduced themselves.

No announcements.

5. Action Item - Approval of Commission Meeting Minutes, May 25, 2023

Motion: Commissioner Lesovsky
 Abstained: n/a

Second: Commissioner Waddingham
 Minutes approved.

6. Commissioner Reports/Comments

Commissioner Asmus: Requested a copy of the Commissioners Airports video and guidance on how to present the video.

Commissioner Bagley: commented on the detours around Chino Airport. Requested the October meeting be moved to the following week due to a previously scheduled conflict.

Commissioner Alvarez: Also commented on the traffic. Commented on the delay of payment

for the Planning Commission.

Commissioner Marquez: Clarified that two cities are involved in the construction around the Chino Airport. Requested an update at the next Commission meeting.

7. **Public Comments**

Matt Nightingale: commented on the construction impacts to traffic and closures of Bon View and Grove.

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

Ms. Snelgrove, Assistant Director: update received from Murow Construction, Mr. Porterfield and revised by Construction Lead, Mr. Plummer that Merrill and Euclid will be open by the middle of August. Bon View and Grove Avenues will be closed for the following year due to construction occurring further north. Sultana Avenue will be opened as the alternate north/south route by September 1, 2023.

All LAFCO documents for the City of Chino and Chino Airport Annexation and are being reviewed for potential direction of how the City's requested easements around the airport can be transferred. Right-of-Way construction easements for the Merrill Avenue widening and intersection alignments are in process with the County's Real Estate Services team.

9. **Director's Reports**

Tab 1 - Capital Improvements – Assistant Director Snelgrove

- Apple Valley
 - Café patio – Bid package pending.
 - Wash Rack – bid package pending.
 - Taxiway – bid package pending.
 - Terminal Parking Lot – Bid package pending.
 - Perimeter Fence Improvements –Design complete.
 - Terminal Remodel – 50% Plans in review.

Tab 2 - Board of Supervisors Activity – Director Jenkins

- 6/13/2023 #93 – Monthly Report, approval of routine short-term lease agreements.
- 6/27/2023 #80 - Amendment 1 to the Cooperative Pass-Through Agreement No.21-276 with the City of Chino for the Kimball Avenue Drainage Improvements
- 7/11/2023 #07 - Capital Improvement Project No. 24-039 for Chino Airport Hangar A-435.
- 7/11/2023 #55 - Monthly Report, approval of routine short-term lease agreements.
- 08/08/2023 #62 - Monthly Report, approval of routine short-term lease agreements.

Tab 3 - Real Estate – Lyle Ballard, Real Property Manager

- Chino Airport R&R Properties, LLC – lease adjustments for Chino Remediation Well sites.
- Chino Airport Building A-490 AD & SOP released August 28, 2023.
- JLL Brokerage – pending negotiations.
- Apple Valley Airport – Tanner Gift Trust for additional parking during the APV Airshow, tentative Board date 9/12/2023.

Tab 4 - Financial Report – Erin Johnson, Staff Analyst

The department is at the beginning of the fiscal year with accruals from the previous fiscal year still pending.

*Tab 5 - Monthly Report**Apple Valley Manager – Greg Zarco*

- **Admin**
 - Coordinated with Risk Management for the implementation of the Hearing Conservation program.
 - 07/10/2023 Attended AAAE Training for Airport Management Certification (Passed and Certified)
 - 07/25/2023 Attended Safety Coordinator Training provided by County.
- **Chino**
 - 07/12/2023 & 08/02/2023 participated in the selection committee for Chino Building B-295.
- **Apple Valley Airport**
 - 07/18/2023 hosted first meeting of Apple Valley Airport Master Plan with stakeholders.
 - Asphalt maintenance was performed throughout the month as well as other landscaping and gate repairs.
 - 08/03/2023 met with Airshow marketing and event coordinator to finalize the list of performers.

Assistant Director Snelgrove

- **Admin**
 - Participated in interviews for Staff Analyst, and Airport Manager. Vacancies remain for CNO Operations Tech I and General Services Worker.
 - • 7/24 – 26/2023 attended the summer Southwest American Association of Airport Executive Conference in Phoenix, AZ
- **Chino Airport**
 - Dome 4 Building A-435 remediation and clean-up. Insurance reimbursement received at Risk Management for a total amount of \$8.1 million. Board action pending for \$3.5 million for remediation of hazardous materials and fire clean-up.
 - Kimball Avenue Storm-Water Conveyance – pending Board action to amend Pass-Through Agreement with City of Chino for the construction of the conveyance structure. Amendment increases the construction costs due to actual bids having been received May 6, 2023
- **Desert Airports**
 - TNP – Fuel dispensing issues have been addressed. Ground reels installed.
 - DAG –Nose Dock and ancillary buildings remediation and clean-up planning anticipated in September.
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Tab 6 - Chino Airport Operations – Director Jenkins

The operational count for Chino Airport through Junet is 18,522. The numbers are tracking towards 200,000, as they did last year. The count for June 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

The October meeting was proposed to be moved from October 19th to October 26th. All approved.

10. Date, Time and Place of Next Meeting

The next meeting will be held on Wednesday September 21, 2023, 10:00 a.m. at Apple Valley Airport, 78569 Twentynine Palms Hwy, Twentynine Palms, Ca. 92277

11. Adjournment: Meeting was adjourned by Commissioner Alvarez at 10:31 a.m.

Respectfully submitted,



Mark Alvarez, Chairman
Airports Commission



Maureen A. Snelgrove, Assistant Director
Department of Airports

N/A

Secretary
Department of Airports