

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING  
October 24, 2024**

**1. Meeting Called to Order**

Called to order at 10:00 a.m. by Commissioner Jim Bagley

**Commission Members Present:**

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

**Commission Members Absent:**

Dillon Lesovsky, First District  
Ray Marquez, Fourth District

**Staff Present:**

Brett J. Godown, Director  
Soledad Seely, Executive Admin Asst. III  
Vince Corona, Airport Manager  
Lissette Gutierrez, Office Assistant II  
Michael Esther, Operations Tech I  
Eddie Trujillo, Operations Tech I

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**Public Participation:**

Bob Velker

Chino Development League

**2. Pledge of Allegiance**

Led by Commissioner, Bill Waddingham

**3. Report on Posting of Agenda:**

Mr. Godown stated that the agenda had been posted in accordance with the Brown Act.

**4. Awards, Guest Introductions and Announcements:**

Commissioners and guests introduced themselves.

**5. Action Item –Approval of Minutes for September 19, 2024**

Motion: Commissioner Bagley  
Abstained: N/A

Second: Commissioner Waddingham  
Minutes: Approved

**6. Commissioner Reports/Comments**

Commissioner Bagley expressed his gratitude to Airport staff for their role in the success of the Apple Valley Airshow. Commissioner Bagley highlighted the STEM Tent for sparking young kids' interests in aviation and noted improvements in and higher attendance this year. Commissioner Bagley also praised the VIP Tent at the Airshow, noting the food was much better and the variety of public vendors.

Director Godown thanked Commissioner Bagley for his comment's visits to the Airports. Director Godown also expressed gratitude to Vince Corona, the Apple Valley Airport Manager, for his efforts as Interim Airport Manager during Airshow. Additionally, Director Godown commended Airport Staff and Leadership for their teamwork and problem-solving during Airshow.

Commissioner Asmus praised Airport staff for their excellent work on the Airshow.

**7. Public Comments**

Bob Velker commented truck traffic flow on Merrill Ave. asking if diesel trucks are still turning into the airport from the north side of Merrill Ave.

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

Mr. Godown reported,

- South Side of Airport left hand turn pocket and drive approach into Threshold on the south side of the Airport are installed, but the City did not lower the parking lot grade to the new driveway. The City of Chino is securing funding from San Bernardino County's General Fund to complete the project by the end of the year, establishing a left-hand turn into the Threshold parking lot.
- Kimball Ave to Euclid Ave will be repaved through December 2024. Construction of bridge over Cucamonga Creek is near completion opening traffic up to the 15 Freeway.
- Euclid Ave. remains unchanged. The City of Chino is still working with the State of California to receive ownership of the drainage ditch from Kimball Ave to Merrill Ave.
- Merrill Ave is expanding from two lanes to four lanes. Traffic has shifted to the north side with street widening expecting completion in January. Pavement removal on South Side is complete, and utilities, curb, gutters and paving underway, aiming for completion by the end of 2024. Landscaping, tree scaping, sidewalk and street lighting is set to begin early 2025.
- The WWII bollards in front of Chino Airport were not salvageable and crumbled upon removal. While four others remain, preservation efforts are deemed not cost-effective and thus unlikely to proceed.

**9. Director's Reports***Tab 1 - Capital Improvements – Assistant Director Snelgrove*

- Apple Valley
  - Terminal Parking Lot Pavement & Drainage Improvement – Bid package pending. Construction will begin in November.
  - Taxiway Reconstruction and Drainage Improvements – Bid package pending. Scheduled for Board Approval to release for bids 11/5/2024.
  - Wash Rock – Construction commenced on 10/15/2024 with a completion date of 4/13/2025.
  - Terminal Remodel - Construction is 80% complete.
  - Café Patio Remodel – Bid submittals are in process for approval. Project expected to start in January.
- Chino
  - Building A-435 Clean Up and Remediation project is 60% Complete.
  - Perimeter Fence Replacement and Monument Signage – Fence installation along Euclid Ave is 100% complete. Two monument signs have been installed; one is under construction. Merrill Ave installation is postponed pending street improvements.
  - Airport Roof Replacements – A-340 Roof replacement over south offices began 9/23/2024.

*Tab 2 - Board of Supervisors Activity – Brett Godown, Director*

- Board approved a Grant Application on 10/8/2024 for DOT AIP Matching Grant for Chino electrical vault upgrade project.

*Tab 3 - Real Estate – Joy Forbes, Real Property Agent III*

- Little Aviator Café SOP with details to lease will be posting soon.
- Yancey Enterprises is currently under County Counsel negotiations.
- Open solicitation for Hangar A-490 was awarded to California Aerofab, LLC., with the contract effective date of 10/1/2024.

- A-230 SOP Ramp on 8/26/24 and SOP posted with a submittal expiration date on 10/25/24.
- C-100 NOI Ramp to lease space was posted for 1.5 Acres of ramp space with submittal expiration on 10/9/24.

*Tab 4 - Financial Report – None*

*Tab 5 - Monthly Reports*

**Administration - None**

**Chino Airport - Greg Zarco, Airport Manager**

- Chino Airport Manger attended Association of California Airports (ACA) Conference.
- Airport Manager and Maintenance Supervisor attended Airport Safety & Operations Specialist (ASOS) Training.
- Chino Airport Airside painting project has successfully completed painting a total of 48 enhanced lead in lines in compliance of AC 150/5340-1.
- Staff participated in in community outreach 5<sup>th</sup> District College Career Day and San Bernardino County's Museum Shake or Treat Earthquake and Emergency Preparedness Fair.
- Monthly weed abatement is ongoing along with taxiway repainting for Airport safety.

**Apple Valley Airport - Vince Corona, Airport Manager**

- Apple Valley Airport had a successful Airshow. The Air Boss thanked the Airport Staff for securing the event and ensuring safety. Although final attendance is still being counted, it has already surpassed previous years. The Napa Car Show concluded with 145 entries, 42 food vendors, double the portable restrooms, and a new trash vendor to minimize clean up.
- Construction of Terminal is 80% complete. All interior is complete with the acceptance of windows and glass entry doors. Footing for patio area BBQ is to be poured by the end of week, estimate completion by 11/1/24.
- Wash rack broke ground 10/15/24.
- Weed abatement and runway and taxiways for safety are ongoing

**Desert Airports – Vincent Corona, Airport Manger**

- Needles Airport is currently crack filling Runways and Taxiways. Weed abatement is ongoing for safety.
- Twentynine Palms is 85% complete with crack fill of airfield. Ongoing weed abatement and airport grounds cleanup.
- Daggett Airport continues weed abatement for safety. Hosted several MIL training operations.
- Baker Runway Crack fill is complete for Runway Safety. Weed abatement is ongoing.

*Tab 6 - Chino Airport Operations – Brett Godown, Director*

Mr. Godown stated Chino Airport operations are currently at 144,000.

*Tab 7 - Other Business - None*

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

**December 19, 2024, at 10:00 a.m.** - County of San Bernardino – Apple Valley Airport  
21600 Corwin Rd, Apple Valley, California 92307

**11. Adjournment:** Meeting was adjourned by Commissioner Bagley at 12:10 p.m.

Respectfully submitted,



**Jim Bagley, Chair**  
Airports Commission



**Brett J. Godown, Director**  
Department of Airports

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**Soledad Seely, Executive Administrative Assistant III**  
Department of Airports