

SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
April 17, 2025

1. Meeting Called to Order

Called to order at 10:04 a.m. by Commissioner Bill Waddingham

Commission Members Present:

Bill Waddingham, Second District, Vice Chair
Jim Bagley, Desert at Large
Ray Marquez, Fourth District
Mark Alvarez, Fifth District

Commission Members Absent:

Dillon Lesovsky, First District
Larry Asmus, Valley at Large, Chair

Staff Present:

Brett J. Godown, Director
Maureen Snelgrove, Assistant Director
Soledad Seely, Executive Admin Asst. III
Vince Corona, Airport Manager
Joe Dozier
Eddie Trujillo
Mike Esther

Department of Airports
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Public Participation:

Bob Velker

Guest

2. Pledge of Allegiance

Led by Commissioner, Ray Marquez

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 February 20, 2025

Motion: Commissioner Marquez
Abstained: N/A

Second: Commissioner Bagley
Minutes: Approved

6. Action Item –Approval of Minutes for March 20, 2025

Motion: Commissioner Alvarez
Abstained: N/A

Second: Commissioner Marquez
Election: Approved

7. Action Item –Approval of Meeting Schedule Change, Move June 19, 2025, Meeting to June 26, 2025

Motion: Commissioner Alvarez
Abstained: N/A

Second: Commissioner Marquez
Election: Approved

8. Commissioner Reports/Comments

Commissioner Bagley praised staff for the roof repairs at Twentynine Palms and noted debris on the Needles taxiway that needs sweeping, emphasizing flying in gives him the same perspective as the public.

Mr. Godown asked staff if the broom outside belongs to Airports. Mr. Trujillo confirmed it does, noting its recent return to Needles Airport. Mr. Trujillo stated he had swept the runways that morning and will be continuing with the taxiways.

Commissioner Alvarez expressed gratitude to Mrs. Seely for organizing the meeting and to the Commissioners for ensuring a quorum. Commissioner Alvarez mentioned attending business in Bullhead City and was pleased he was able to attend both meetings.

Commissioner Marquez inquired about the frequency of maintenance at Needles Airports and thanked staff for their work. Mr. Godown explained that staff visit Needles twice a week in its rounds between Baker, Needles, Twentynine Palms and Barstow Airports.

Commissioner Marquez inquired about a dumpster near Flo's Café at Chino Airport and its ownership. Mr. Godown explained it was placed by Airport staff for the Chino widening project cleanup and scheduled for removal on April 18, 2025.

Commissioner Waddingham shared a pilot's inquiry about whether the County had any airports for sale. Mr. Godown simply responded that none were available, and no offers had surfaced.

Commissioner Waddingham asked Mr. Godown if he wanted to meet the Corona Airport Manager. Mr. Godown confirmed his interests and asked Mrs. Seely to arrange coordination, noting his intent to discuss Prado Dam. Commissioner Waddingham mentioned the recent passing of a Prado Dam expert, and shared the Army Corps of Engineers plans to raise the dam by over 300 feet, with Orange County purchasing surrounding property. Mr. Godown stated he wasn't surprised by Orange County purchasing nearby property, given its past support for the Seven Oaks Dam. Commissioner Waddingham provided Atilla Gahvro as the Corona Airport Manager as the contact.

Commissioner Waddingham's shared his business associate, who recently started a manufacturing business, is seeking space in Chino. Mr. Godown provided upcoming updates on Chino Development RFP and emphasized the importance of meeting Mr. Waddingham's business associate to assess the proposed business fit with Airports. Mr. Godown suggested coordinating the meeting.

Commissioner Marquez announced his attendance at the City-County Conference and asked if others would join. Mr. Godown confirmed his attendance, noting the County reduced employee participation to accommodate other regulatory bodies. Commissioner Bagley expressed interest and appreciation for Commissioner Marquez's participation. Mr. Godown requested Mrs. Seely to follow up on Commission tickets.

Commissioner Bagley praised Airport staff for their superior organization of Airshows contrasting his recent experience at the March Air Reserve Airshow on Saturday. Commissioner Bagley noted issues such as poor scheduling, lack of water, inconvenient porta-potty placement and lack of trash receptacles. Ms. Snelgrove added that Chino Airport Manager Greg Zarco also attended the March Airshow and remarked the County Airshows are much better. Mr. Godown stated his hands off approach to last year's Apple Valley Airshow allowed him to observe staff successfully managing the event with minimal need for future improvements. Mr. Godown emphasized that Airports is fortunate to have the opportunity to fund the airshow for the public.

Commissioner Marquez informed Mr. Velker he had spoken to Mark at Threshold for support and suggested contacting the City of Chino STEM program, school district, and Chaffey College. Mr. Velker expressed his gratitude.

Commissioner Bagley commented that Mr. Velker has a great future opportunity to bring a STEM event to Chino Airport.

Commissioner Marquez commented about a low stop sign at Sultana and Merrill Ave. and wanted Airport staff to be aware. Commissioner Marquez inquired about Chino Airport hosting an airshow once construction is complete. Mr. Godown stated Airports is open to Planes of Fame hosting an airshow, but noted airshows are only financially viable with a jet team. Mr. Godown went on to share Apple Valley Airshow as an example collecting \$35,000 in revenue and budgeting \$250,000, highlighting Planes of Fame's financial constraints as a 501(c)(3) organization. Mr. Godown also raised concerns about newly built structures at Euclid and Kimball obstructing the Airshow Box. Mr. Godown went on to say Airports has expressed interest to Planes of Fame hosting an airshow or taking over the Apple Valley Airshow, but they have not responded.

Commissioner Marquez proposed inviting Planes of Fame to the next Chino meeting and adding airshow agenda items to discuss. Ms. Snelgrove commented that Planes of Fame does host the Wings, Tracks and Wheels event.

Commissioner Waddingham inquired if Planes of Fame makes money from the Wings, Tracks and Wheels event. Ms. Snelgrove commented that being in its fourth year, it most likely does. Mr. Godown explained that Planes of Fame organizes ground demonstrations, which are more cost effective than airplanes.

9. Public Comments

Bob Velker addressed the Commission stated that as the event planner he will be withdrawing the Aviation STEM Summit from Chino Airport for 2025. Mr. Velker stated he had great reception from Chino and the public.

Mr. Godown asked Mr. Velker to restate the event details for inclusive minutes. Mr. Velker explained Ontario Airport traditionally hosts an annual STEM but was unable to this year, presenting an opportunity for Mr. Velker to coordinate the event at Chino Airport. Mr. Velker went on to say the event primarily targets school-aged children to foster interest in STEM. Mr. Velker stated the UAV teacher assisting him was unable to coordinate, and the timeline was closing, ultimately the venue the event was to be hosted at cancelled. Mr. Velker reiterated the hosting deadline of April 26, 2025, due to summer school schedules and the City of Chino's end year events making it unfeasible. Mr. Velker noted strong support and positive responses from those he contacted. Mr. Godown offered a fall timeline for Mr. Velker to begin coordinating for next year's target. Mr. Velker thanked Mr. Godown for his comments and thanked everyone for their support.

Mr. Velker commented that Planes of Fame event includes war reenactors who perform shows as well. Mr. Velker mentioned that despite ongoing airport construction, the event drew large crowds last year.

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

Mr. Godown reported:

- Merrill Ave. is mostly open to Euclid Ave.; traffic signals will be installed May or early June.
- Kimball Ave. left hand turn pocket into the Commercial Hangar Complex will be slurred sealed once payment agreements are finalized. The City of Chino is taking the payment agreement to City Counsel May 6, 2025, and Airports will take the agreement to the Board of Supervisors May 20, 2025. Completion is estimated to be early summer 2025.

- The remaining ultimate right away work includes sidewalk, landscaping, removing light poles and installing new light poles. The City of Chino is working to install driveways into Chino Airport that will be corrected in two to three weeks.

11. Information Item: Chino Airport Vehicle / Pedestrian Deviations.

Mr. Godown reported,

- Chino Airport has reported six incursions in the last six months. Airports submitted a report to the FAA, which required corrective action to avoid penalties. To address the high number of incursions, Airports is implementing procedural and structural changes and will present them at a public event for Chino Airport Tenants.
- Airports management has eliminated driving on the perimeter road and reinstated gate arms. New policies restrict pedestrians access to the main ramp to those with a business in the area, and penalties are now enforced for piggybacking.

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

- Apple Valley
 - Terminal Remodel – will be completed in April. Project is 85% Complete with shade canopies and doors being installed week of 4/28/25.
 - Terminal Parking Lot Pavement and Drainage Improvements – paving is scheduled for April.
 - Wash Rack – waiting for utility for operations of wash rack.
 - Café Patio – will be completed in June.
- Chino
 - Building A-435 – the concrete pad will be removed and replaced with asphalt to extend current tie down to have a designated transient tie down area.
 - Lighting Vault Improvements - a change order is being prepared for Board approval.

Tab 2 - Board of Supervisors Activity – Director Godown

- The Apple Valley Airshow budget was approved for 2025, 2026 and 2027.
- Commissioner Asmus has been reappointed by Third District Supervisor Rowe to serve Valley at Large.

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

- Apple Valley Airport Café SOP with lease options is forthcoming.
- CNO C-100 Ramp SOP is reposting with 3/31/25 as expiration date.
- CNO A-440 Hanger and Ramp SOP posted 3/1/25 with 3/31/25 as expiration date.
- CNO B-350 SOP posted 3/1/25 with 3/31/25 as expiration date.

Tab 4 - Financial Report – Assistant Director Snelgrove

- The Department is 72% through the fiscal year.
- Salary and Benefits are at 64% utilized due to vacancies.
- General Services and Supplies is 65% utilized. Fiscal is reviewing encumbrances for use.
- Apple Valley tax revenue has collected 79% of what was budgeted.
- Revenue collection is 78% as leases and airport use remain main sources of revenue.
- Travel and training are at 73% utilized.

Tab 5 - Monthly Reports

Administration – Maureen Snelgrove, Assistant Director

- Staffing update:
 - Vacancies: Apple Valley Manager – Teresa Cook is being on boarded.
- The department has an increase in Property Internal Service Rates (insurance).
- April 2, 2025, participated in tour with FAA ADO to review improvements in the airport operating areas and the monthly update meeting.
- TASKS:
 - Coordination with County Administrative Office and County Counsel for revisions to the County Policy 05-13 Grants to streamline Airport's process to meet FAA guidelines.
 - Ongoing participation in multiple Chino Remediation coordination meetings.
 - Review of Airports' Department Title 7 Ordinance in preparation for updates and revisions, anticipated completion is early 2026.

Chino Airport - Greg Zarco, Airport Manager

- Runway 3/21 painting complete including full application of taxiway centerlines, edge lines and critical runway markings runway designation numbers.
- Three staff members have successfully passed the Airport Certified Employee Operations Exam, earning accreditation.
- Airfield weed spraying is 50% Complete.
- Hangar inspections will begin May 2025.
- Full airfield compliance audit lead by ACE Certified staff is underway.

Apple Valley Airport - Vince Corona, Airport Manager

- Apple Valley Airshow performers have returned quotes.
- Staff participated in the 2025 ICAS Airshow Academy at Nellis Air Force Base.
- Cafe Remodel is awaiting budget adjustments approval for interior remodel.

Desert Airports – Vincent Corona, Airport Manager

- EED – Ongoing weed abatement. Starlink equipment purchase is in process.
- TNP – Filling erosion at runway islands for airport safety. The patio roof has been replaced. Starlink equipment purchase is in process.
- DAG – Ongoing weed abatement.
- O02 – Ongoing weed abatement.

Tab 6 - Chino Airport Operations – Brett Godown, Director

Mr. Godown stated Chino Airport operations are currently 21,465 for February.

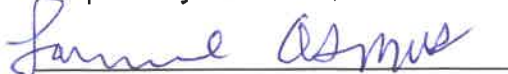
Tab 7 - Other Business - None

13. Date, Time and Place of Next Meeting

May 15, 2025, at 10:00 a.m. - County of San Bernardino –Apple Valley Airport, 21600 Corwin Rd., Apple Valley, California 92307

14. Adjournment: Meeting was adjourned by Commissioner Waddingham at 11:33 a.m.

Respectfully submitted,



Larry Asmus, Chair
Airports Commission



Brett J. Godown, Director
Department of Airports

Soledad Seely, Executive Administrative Assistant III
Department of Airports