

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
DECEMBER 4, 2014.**

The meeting of the San Bernardino County Airports Commission was called to order at 10:00 a.m. by Chairman, Ray Marquez. Meeting location: Cable Airport: 1749 W. 13th St. Upland, Ca 91786.

Commission Members Present:

Ray Marquez, Chair
Mark Taylor, Vice Chair
William Smith
Roy C. Cox
Jim Bagley
Bob Cable
Larry Asmus

Commission Members Absent:

Staff Present:

James E. Jenkins, Director of Airports
Terry L. Stover, Assistant Director of Airports
Robert Cayce, Airport Operations Manager
Nicole Leyden, Secretary I
Jeff Laas and Steve Mintle
Carrie Hyke
Bob Velker

Department of Airports
Department of Airports
Department of Airports
Department of Airports
Real Estate Services
Special Districts
Department of Airports

Visitors Present:

Steve Hackney
Doug Crowther
Bill Landers
Chuck McCormick
Tom Bressan

Apple Valley Airport Tenant
Threshold Aviation
Alliance International Aviation
Parsons Brinkerhoff
Threshold Aviation

Pledge of Allegiance:

Led by Bob Cable.

Report on Posting of Agenda:

James E. Jenkins stated that the agenda had been posted.

Awards, Guest Introductions and Announcements:

Guests introduce themselves.

Action Item - Approval of Commission Meeting Minutes

A motion was carried by Commissioner Taylor, seconded by Commissioner Smith and passed to approve the Commission Meeting Minutes from October 23, 2014.

Commissioners Reports/Comments:

Commissioner Cable offered everyone a tour of the airport.

Public Comments:

No public comments.

Discussion Item: Airport Commissions 2015 Schedule Draft Review

A motion was carried by Commissioner Taylor, seconded by Commissioner Cable and passed to approve the commission meeting schedule for 2015, with the exception of the October date to be corrected to the 22nd.

Information Item: Update on Chaffey College Aviation Programs and Community Outreach

Bob Velker shared how Threshold Aviation had a G2 aircraft that was about to be scrapped and they allowed the college avionics class to come in to study it.

Mr. Velker also shared how he attended an avionics convention in Palm Springs. He said that there were aircraft manufacturers there and pointed out that there they all seem to be in agreement that there are not enough avionics technicians. He believes a way to improve this is take students studying engineering and electronic and teach them avionics. Chaffey College accepted this idea and has asked Mr. Velker to teach a 10-day class on the basic understanding of avionics. Aircraft Spruce, who have a wiring operation, got involved and they shared their textbook for teaching the class.

The media covered the story of the class and due to this the college received many more requests for the class, so they offered an additional class. Many of the students are from the A & P school at Chaffey.

For Christmas Threshold Aviation helps feeds the homeless & under privileged in an area on the south side of Chino Airport. Mr. Velker was able to get families that live in the Preserve Community homes to help in the event.

Eastvale, Chamber of Commerce needed a place for their holiday party. The Planes of Fame agreed to donate their facility.

Mr. Velker had an idea of having a VIP experience for pre-airshow. He thought of selling VIP tickets which include Thursday and Friday as well as admission for the Saturday and Sunday's airshow.

Mr. Velker referred to his hand-out for statistics of people who follow the Chino Airport Facebook page. The post reaches 20, 000 people.

Mr. Velker nominated an airport tenant who won the Spirit award. This makes a total of three airport tenants total that have won the Spirit award.

Information Item: Update Regarding Threshold Aviation

James E. Jenkins said a new lease agreement is in place. There are two outstanding issues. One was resolved yesterday regarding fuel flow payments. The other is the automated doors, tail doors, and weather stripping. They are near completion of the restrooms. We will be able to move forward after an inspection in the settle agreement with Threshold. Also, the sub tenant, Mooney, needs a lease agreement and a draft for the lease on the stand alone building needs to be completed.

Threshold said that Mooney has returned from China and they were to meet with them today.

Mr. Jenkins explained that this has been an expensive education process for the County to resolve this matter and he hopes we are never in this position again to spend this much money— half a million dollars.

Director's Reports

Capital Improvement Program

Carrie Hyke advised us that in May we were awarded a federal grant. It was then sent to Caltrans to get the matching grant. She said this shall be received any day now. There are

funds for Twenty-Nine Palms, Needles, ALP, Apple Valley, and Chino Airport. She explains that the Five year ACIP (Airport Capital Improvement Program) process is now completed. A new project is to get obstruction lighting on Bell Mountain and Fairview Mountain to use runway 8/26 at Apple Valley at night. Another project is pond removal at Chino Airport. Mr. Jenkins pointed out that a 5 year plan to County was also submitted. This includes all the county airports including Baker. It's for pavement, building improvement, drainage improvement and improvements for the commercial hangars.

Chino Airport Operations

Mr. Jenkins states that the numbers have been stable. Fuel flow numbers are the same. He said of the three fuel operators at Chino, Threshold, Flying Tigers and Encore, one may be gone in 2015. He said then the underground tanks will have to be removed which the county will pay the cost for.

Board of Supervisors Activity

Mr. Jenkins briefly spoke about the Chino groundwater plume mitigation process. He stated that they will either begin mitigation in the first quarter of 2015 or in a year from then. The state will decide after they evaluate our report. The cost for the mitigation program will be two million a year. We have funding sources through insurance and the general fund.

Real Estate

Mr. Jenkins briefed us that he will be going into closed session with the Board of Supervisors regarding several accounts that we want to move forward on termination actions. The County has made the decision that if we terminate a lease agreement the Board of Supervisors needs to give us the authorization to do so before-hand. The Department of Airports now has new accounting software called Syrasoft with which 30 adjustment letters were just sent out.

Financial Report

Mr. Jenkins stated that the financial report will be sent out electronically with the year-end estimates.

He said that we will be off the mark for revenue due to money that was expected to be received from Threshold. He stated that we can defer this to offset the bond payments for the commercial facility.

Mr. Jenkins explained that we are in the last year to pay back the bond from the county. The county did a refinance so it is the paper-holder, not the bond company. Mr. Jenkins wrote the administrative office that we will be off the numbers related to income and if needed he will ask them to accept whatever payment we can make this year and roll the balance into the following year to repay the county general fund.

Monthly Reports

Mr. Stover shared how he met with the army regarding a military exercise at Daggett Airport that they are planning in July 2015. This will be a huge exercise including Fort Irwin and out-of-state army divisions. They will take over airport for three days; therefore we will close the airport during that time. The army will be paying compensation to the airport for this.

Also, there was an inquiry by marines from San Diego regarding an exercise in February. This is also for an exercise in Daggett.

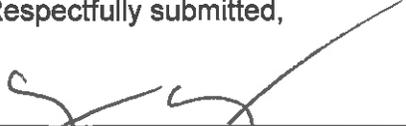
Mr. Stover also shared how the domestic water well at Needles Airport has been replaced, as it has not been working for a few months and we've had water delivered there regularly.

Date, Time and Place of Next Meeting

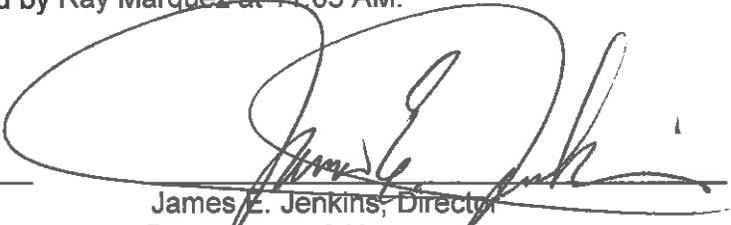
The next meeting will be held on Thursday, January 22, 2015 at 10:00 a.m. at Department of Airports located at 777 E. Rialto Avenue, San Bernardino, Ca. 92415.

Adjournment: Meeting adjourned by Ray Marquez at 11:05 AM.

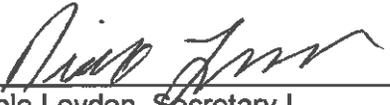
Respectfully submitted,



Ray Marquez, Chairman
Airports Commission



James E. Jenkins, Director
Department of Airports



Nicole Leyden, Secretary I
Department of Airports