

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
August 24, 2017.**

The meeting of the San Bernardino County Airports Commission was called to order at 10:04 a.m. by Commissioner William Smith. Meeting location: Department of Airports, 777 E. Rialto Ave. San Bernardino, Ca 92415.

Commission Members Present:

William Smith
Ray Marquez
Roy Cox
Jim Bagley

Commission Members Absent:

Larry Asmus
Mark Taylor
Bob Cable

Staff Present:

James E. Jenkins, Director of Airports
Cyle Woodruff, Operations Manager
Nicole Leyden, Secretary I

Department of Airports
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Visitors Present:

Deana Olivares-Lambert
Steve Lambert
Bob Velker
Chuck McCormick
John Gomez

The 20/20 Network
The 20/20 Network
Chino Development League
Mead & Hunt
Visitor

Pledge of Allegiance

Led by Commissioner Smith

Report on Posting of Agenda:

Mr. Jenkins stated that the agenda had been posted as required.

Awards, Guest Introductions and Announcements:

Guests introduced themselves.

Mr. Jenkins advised that Commissioners Asmus and Taylor had advised of their absence in advance and, unfortunately, had to announce that Mr. Bob Cable has resigned from his seat from the Airport Commission, due to possible conflicts.

Action Item - Approval of Commission Meeting Minutes

A motion was carried by Commissioner Marquez, seconded by Commissioner Cox and passed to approve the commission meeting minutes from June 22, 2017.

Commissioner Reports/Comments

Nothing to report at this time.

Public Comments

None

Information Item: Mooney Update

Mooney is currently liquidating their tooling equipment in preparation to move to Texas. We do not know if they will move all the items or abandon them. They have been relatively non-communicative to the Department of Airports (D of A), but have been communicating their

intentions to vacate with Threshold. They have been interviewed by various media entities, though some of the information has been somewhat contradictory to what they have shared with Threshold. They have stated that they do intend to honor their contractual obligations to Threshold in commercial hangar 4. They have removed all trailers from the exterior of the hangar and some contents from within; and, they are clearly departing. Our larger concern is their intentions regarding commercial hangars 1 & 2, as they are the leaseholder on those facilities. They currently have a sub-tenant, SoCalMRO, who purports to be a 727 maintenance repair and inspection facility. We are not confident that their operations will be able to support the monthly payment, due to the amount of activity that has been observed, so we are closely monitoring their operations. They have asked Mooney to assign both hangars to them. Real Estate Services (RES) and D of A have begun conversations regarding what our role in that approval should be, since Mooney is the responsible party. We will be evaluating whether or not they will be able to carry the note.

Commissioner Marquez asked about the stability of payments on the hangar. Mr. Jenkins explained that monies are not collected from SoCalMRO, but that Mooney is currently meeting their obligations.

Mr. Jenkins explained how this may affect Threshold and their desire to possibly obtain commercial hangar #2, since they would be fully responsible for commercial hangar #4 when they lose Mooney as their sub-tenant.

Mr. Jenkins also shared that other parties have shown interest in the facilities.

This is something that is of concern; however, since we no longer have the bond to pay, it will not be as big of an impact from previous situations involving the commercial hangars.

Director's Reports

Capital Improvement Program

We are preparing for our 5 year submission. The D of A submits in categories of improvement, which are fire suppression, drainage, perimeter security and other generalized categories and we list them by airports and priorities. We may have a draft for the commissioners' review as early as next meeting.

We also discussed the Chino Airport (CNO) drainage improvement/conveyance project, which is going to the Board on September 26, 2017. The wind lock project at Apple Valley Airport, and the northwest apron grant will also go to the board on the 26th.

Mr. Jenkins explained the normal Capital Improvement process and how some changes may be allowed for the D of A to help expedite the projects of higher priority.

Board of Supervisors Activity

We executed two one year amendments for D of A and 1) County Service Area 70 for preventive maintenance, emergency response and support and 2) for the services of county owned wastewater collection system at CNO.

Real Estate

Yancey Enterprises project is underway with the required tenant improvements and hopefully they will be fully up and operational, at least, by this time next year. . Mr. Jenkins discussed the permitting process for the tenant improvements and the negotiations with City of Rialto and City of Chino, making this a lengthy process. They rebuild the Allison engines that are used by the Planes of Fame and around the world. They will be our only engine rebuilders on the field and a welcome addition.

Paradise Aviation suffered some loss due to the microburst at Needles about one year ago. Mr. Jenkins discussed the damages and the repairs that are being made. Most repairs are being made in house, with exception to the nose dock, which requires assistance through risk management. The D of A plans to provide a pilots lounge and restroom facility before the end of this year.

Commission Marquez asked if the ramp spaces would be hampered by new lease negotiations at the commercial hangars and Mr. Jenkins explained that the ramps are associated with the Threshold Leases in hangars 3 and 4.

A question was asked about the current status of the Airport Master Plan for CNO. Mr. Jenkins provided background history regarding the suspension of progress on the master plan at that time, back in 2012, due to our exposure to a lawsuit regarding property to the east of the airport. By 2014 the lawsuit emerged and resulted in a settlement with the county purchasing the property this spring, with a portion of that property to be preserved for airport protection. We are now moving forward with the Master Plan adoption. We are targeted to bring the efforts before the Board by spring of 2018. The marketing plan, as presented by our 4th District Supervisor, has been stalled due to the process of the ground water mitigation situation at CNO. However, the Master Plan will incorporate some of the supervisors' goals, to include input from the public regarding development at the airport.

Financial Report

We are right on target with the revenue and negative on the expenses. This is due to putting money into reserves.

This will be the last year that we will have the Commercial Hangar Complex tab in our agenda, as it will no longer be a stand-alone budget unit, now that the bond has been paid.

Mr. Jenkins explained that the admin portion of the budget is out of balance, but explained that some expenses are paid ahead in a lump sum and then averages out through-out the year.

Monthly Reports

Cyle Woodruff commented on his monthly report and stated that he has attended lots of various training sessions throughout the last two months. He also provided information regarding the T-hangar wind lock project at Apple Valley Airport.

He also discussed the July 12th CNO Mid-Year Local Runway Safety Action Team meeting and the current negative attention that the FAA is receiving regarding CNO to include wrong way landings, increased runway incursions, surface incidents, as well as VPD's. The general consensus is that no one group contributed to the issues, but rather all the piloting community as a group, whether flight schools, private pilots, local or visiting pilots. In general, the piloting community is failing to recognize the proper markings and reading back info to land on the proper runway, etc. The FAA is working with the tower and piloting community in an effort to mitigate these incidents.

Mr. Jenkins advised of a recent VPD that was due to an individual gaining access into the airport through the dial up directory and ended up crossing two runways. This is something that we bare responsibility for. Resultantly, you may begin to hear of us making it difficult for airport entry to those wishing to visit businesses that are not familiar with the airport. We plan to disable the portion of the directory that provides remote access. The visitor will still be able to contact the business by the phone directory, but the party will have to be escorted by the business to their facility.

Mr. Jenkins provided information as to his understanding of why the CNO numbers of violations are so high at CNO, one being the fact that as a training tower, they are paying very close attention to even the slightest breach and report it to the FAA immediately. However, there are many contributing factors and, any that we bare responsibility for, we will address.

Mr. Jenkins was asked how we address a serious VPD. He explained that we make contact with the party and make them aware of the seriousness of their action. If they appear intoxicated, disoriented or belligerent, Chino P.D. is contacted. They will be escorted away from the area of the breach and further educated of the proper procedures, etc. If they are an airport user that holds a valid gate card, their access is removed for a period of time while they go through further training and testing to be re-evaluated for card access.

A discussion ensued regarding what has been witnessed or experienced by those in attendance. The common denominator is that CNO is very busy with varied complexities. It was noted that reading back instruction is very important.

Mr. Woodruff provided information regarding a recent film project at Daggett Airport. He reported that they were very respectful to our staff and all went very smoothly. We are looking forward to future business with them.

Mr. Jenkins read a letter to be admitted to record, from Joe Matouch, who is our on site, day to day, fuel manager at Twenty Nine Palms Airport (TNP). The letter addressed the lack of security at the airport. He recently had his trailer stolen and the cameras did not detect the responsible party. He discussed several issues of concerns, which include non-airport users coming into the airport and filling their water containers with water from the bottles provided for the airport users and the "honor system" food disappearing with no money being given. He asked the commission to please provide a plan for implementing better security for not only TNP, but other smaller airports similar to TNP. He suggested that a sub-committee be formed and provide a comprehensive policy for airport safety and security for review and stated he would volunteer to be a part of the committee.

Mr. Jenkins responded to most of the items that were addressed and stated that we do continue to replace the food and water and have no intention to take that away from our pilots and airport users. He also stated, regarding the game cameras being of no value, that if someone is intent on stealing, they will find a way. He did state that we will work toward making enhancements to the security concerns to make it more difficult for folks to do things that they shouldn't be doing.

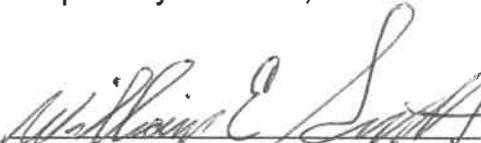
The commissioners agreed that they would meet to begin creating a sub-committee, as they feel they could address many of the varied things that they have observed at TNP and other small airports. Commissioner Bagley stated that he will contact Mr. Matouch and move forward from there.

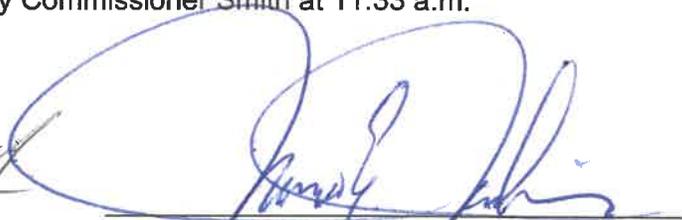
Date, Time and Place of Next Meeting

The next meeting will be held on Thursday, September 28, 2017 at 10:00 a.m. at Apple Valley Airport, 21600 Corwin Road, Apple Valley, CA 92307

Adjournment: Meeting adjourned by Commissioner Smith at 11:33 a.m.

Respectfully submitted,


William Smith
Airports Commission


James E. Jenkins, Director
Department of Airports


Gailyn Watson, Secretary I
Department of Airports