

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
APRIL 26, 2018.**

The meeting of the San Bernardino County Airports Commission was called to order at 10:05 a.m. by Commissioner Roy Cox. Meeting location: Chino Airport – Threshold Aviation, 8352 Kimball Avenue, F-350 Chino, Ca 91710.

Commission Members Present:

Roy Cox, Fifth District, Chair
Jim Bagley, Desert at Large, Vice Chair
Mark Taylor, First District
Christine Canepa, Second District
William Smith, Third District,
Ray Marquez, Fourth District
Larry Asmus, Valley at Large

Commission Members Absent:

Staff Present:

James E. Jenkins, Director
Maureen A. Snelgrove, Assistant Director
Cyle Woodruff, Airport Manager
Nicole Leyden, Secretary I
Henry Martinez, Maintenance Supervisor
Joseph Dozier, Maintenance Worker I
Steve Mintle
Amanda Duncan

Department of Airports
Real Estate Services
Real Estate Services

Visitors Present:

Bob Velker
Deana Olivares-Lambert
Chuck McCormick
Chuck & Sharon Stuewe
Rob Goodwin
Bill Landers
Harvey Luth
Frank Holbert
Jerry Wilkins
Tom Bressan
Nicole Dilullo
Doug Crowther
Joe Alarcon
A.J. Ursic

Chino Development League
The 20/20 Network
Mead & Hunt
Chino Airport Tenants
Guest
Alliance International Aviation
Chino Hills Fire District
Guest
Planes of Fame Museum
Threshold Aviation
Threshold Aviation
Threshold Aviation
Encore
Chino Airport Tenant

Pledge of Allegiance

Led by Commissioner Cox

Report on Posting of Agenda:

Mr. Jenkins stated that the agenda had been posted.

Awards, Guest Introductions and Announcements:

Guests introduced themselves.

Mr. Jenkins presented Joseph Dozier with a pin for 10 years of service with the Department of

Airports. He was last year's employee of the year.

Mr. Jenkins also introduced Henry Martinez as the new High Desert Airport Maintenance Supervisor. He will be responsible for Barstow-Daggett, Baker, Twentynine Palms and Needles Airport.

Action Item - Approval of Commission Meeting Minutes, March 22, 2018

Moved by Commissioner Smith, seconded by Commissioner Asmus. The item passed unanimously to approve the commission meeting minutes from March 22, 2018.

Commissioner Reports/Comments

Commissioner Taylor said that everything is going well in Apple Valley. Recently we had strong winds up there, but the EAA Young Eagles still went flying despite it.

Commissioner Marquez apologized for his recent absence from commission meetings due to him being on several state commissions.

Commissioner Cox apologized for missing the last meeting as he was ill.

Commissioner Canepa shared that a well-known person at Cable Airport named Maniac Mike recently passed away. Memorial Services will be held at Cable Airport on May 3rd. Also the café at Cable Airport recently had a fire, so they are closed temporarily.

Commissioner Bagley expressed disappointment that there are still no cameras at Twentynine Palms Airport.

Public Comments

Chuck Stewe asked for an update on the ramp paving at Chino Airport.

Mr. Jenkins said that we are in a snafu with the Disadvantaged Business Enterprise Program for the federal grant. We have the elements in place now. Leonard Hernandez (the County Chief Operating Officer) will be the referee, Gary McBride (the County Chief Executive Officer) as the Program Administrator and Reg Javier (Economic Develop Agency Head) will be the point of contact for the program. Now that we have those elements in place the next phase will be to present the program to the Board of Supervisors for consideration and hopefully acceptance. Once that is done we will be able to formally bid the project which is a four million dollar ramp paving project. This will include the base of the tower, J-Hangars and the northwest ramp. Prior to this a slurry sealing project will begin in June for the base of the tower, near building 295, and outside buildings B180-B187. The balance of the areas will be remove and replace pursuant to the federal contract. This includes every taxi lane through the J-Hangars (B120-B290) and all ramp areas north, south, east, and west. Mr. Jenkins expects that the federal contract will be underway in August.

Bill Landers shared that he recently became aware that there was a decision made to change some aircraft parking locations at Chino Airport. He said that this will affect his business negatively.

Mr. Jenkins pointed out that unfortunately we have been without on-site management for quite a while. We now have on-site presence and are monitoring daily operations both safe and unsafe. We are monitoring use of space, including space leased and space not leased. Some tenants have used space that is not in their lease. A new tiedown area is being established for Mark Kruger's avionics shop because they were utilizing the area east of their facility which is not in their lease and utilizing this area could cause an operational hazard around the self-serve fuel island. There is a plan to remove the self-serve fuel island in the near future which will make that area possibly available for lease. Alliance International Aviation has some tiedowns

in their lease on the west side of Dome-Hangar #1 and there is an operational corridor that will be maintained for the movement of aircraft in and out of their tiedown area.

Mr. Jenkins explained that The Department of Airports is responsible for safety and movement of aircraft. If there are concerns of how this change will impact AIA he is open to meeting and discussing this.

A.J. Ursic shared that he is an airport tenant and a long time airport supporter. He is also an active member of the FAA Runway Safety Group. He explained that there used to be advisory meetings in which Mr. Jenkins would attend and share information with the tenants and get feedback from them on a regular basis. Later there was a substitute for Mr. Jenkins, and then the meetings stopped all together. With the addition of the Department's new Assistant Director, Ms. Snelgrove, he has hope that the relationship and communication between the tenants and the Department can improve.

Information Item – Chino Airshow, May 5 and 6, 2018

Jerry Wilkins provided information about the 2018 Planes of Fame Airshow. They will have 4 P-38's, 2 P-47's, a T-17, and an A-10. He said that everything is moving along as planned.

Director's Reports

Capital Improvement Program

Mr. Jenkins attended the Capital update meeting with the project manager a day prior. It's been a challenge due to having our 5th project manager within 18 months. The Department staff has tried to maintain continuity with our projects to the degree to which we have control.

The Kimball Ave Storm Water Drainage Conveyance Project - Now has an approved traffic control plan from the City of Chino and will go out to public bid very soon. It will begin around the end of the summer and by the end of winter we will have storm water that we will be able to convey from the airport to points south.

Board of Supervisors Activity

Chino Ground Water Remedial Project – Five million dollar budget for contract through 2023 with Tetra Tech, the consultant managing the clean-up and abatement order. Funded by the county general fund and no longer the financial obligation of the Department or Airports.

Also clean up and abatement order - Right of Entry Permit – with the State of California and the Army Core of Engineers to enter their property to monitor those areas to make sure that our plume is being captured in a manner that we expect it to be.

Real Estate

Mr. Mintle briefed on a few items.

Parcel B305 - Chino Development League – 200,000 square feet of new hangar space - going to the Board in June.

Parcel B190 - SOP completed – 3 acres near the tower - 2 proposals received, but Real Estate Services will withdraw the proposal and intend to re-issue at another time.

Port-a-Port leases – Revert back to the County April 31st – all leases completed except for 24 of which information is being gathered to prepare use permits.

Bracket Airfield – relocating another 24 port-a-ports to Chino Airport – 5 by June 1st, the others in August.

Hangar A490 - SOP completed – 3 proposals received.

Building B295 – SOP is out – due April 17th – lots of interested parties.

FBO at Barstow-Daggett Airport and FBO at Needles Airport – revising leases and extending terms.

Financial Report

Mr. Jenkins shared that as of April 19th we are at 80% of the fiscal year. The Department has expended 39% of the budget and earned 92% of its revenue. The department is ahead of the curve and will put money back into reserves this year. Mr. Jenkins stated that he hopes the Department will do much better next year to spend money on much needed projects.

Monthly Reports

Ms. Snelgrove: She met with TSA representative regarding some flight school operations at Chino Airport.

Homeland Security – Met with regarding some outreach of public awareness in conjunction with the FAA.

Toured with the appraiser for Chino Airport. Real Estate Services is currently reviewing the appraisal draft. Apple Valley Airport scheduled to be appraised within the next 2 weeks.

Chino Airport gate system repair – the mailroom and one gate are still experiencing some deficiencies. Contractor is scheduled to return to address the issues.

AOA Deferred Maintenance Projects – Committed to timeline with FAA – Staff is mowing and weeding routinely on Chino Airport and have begun crack-filling on the runway. After the airshow they will continue and will also begin painting numbers and various markings on runway.

Light panels on runway signage – Bidding completed – Purchase order is now being processed.

Mr. Woodruff: Attended Advanced Airport Wildlife Hazard Management Training in Tulsa, Oklahoma – Provided tools to allow him to complete Chino Airport Wildlife Hazard Management Plan. Wildlife Hazard Assessment done previously in Chino in 2014, but hadn't implemented a plan. Bird strike kits given to staff – take samples for identification of birds.

An inquiry was made about the pair of owls at Chino Airport. Mr. Woodruff explained that the owls relocated on their own without any assistance from staff. They have been observed in-between the taxiway and runway 26 Left.

Apple Valley Airport -crack-filling on runways. Quotes acquired for runway crack repairs.

Apple Valley Airshow – Preparations have begun. Board agenda item being finalized.

Barstow-Daggett Airport – Water repairs in pipeline adjacent to the water tank which had failed.

Royal Canadian Airforce – Utilizing Barstow-Daggett Airport. They are working with and doing joint training missions with military based at Twentynine Palms and Barstow-Daggett area.

Twentynine Palms Airport – Marine Corps. UH1 Huey based out of Yuma, Arizona had emergency landing. MV-22 Osprey brought in to drop off maintenance personnel to assess.

Twentynine Palms Airport – Vehicle gate failure. Gate is locked shut with note informing tenants to park outside the gate.

Twentynine Palms Airport – Plumbing failure. Mr. Jenkins assessed and did some repairs. Well had failed and supply line deteriorated which then created back up in drainage system. Staff did various repairs on water system and drain system of which both are now fully functional.

Twentynine Palms Airport - Contractor installed cameras, but camera quality was not sufficient so the installation was rejected. Contractor to do on-site inspection.

Chino Airport Operations

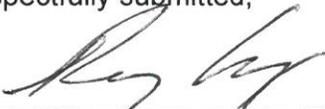
The operational count is trending at a higher number this year to about 204,000 for the year. This is significantly higher than two years ago. For approximately a 10 year period operations were holding at about 170,000. This higher trend is due to flight training operations and transient flight training operations.

Date, Time and Place of Next Meeting

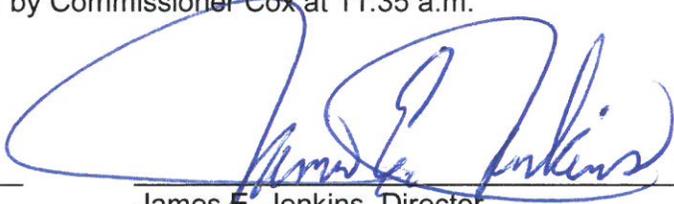
The next meeting will be held on Thursday, May 24, 2018 at 10:00 a.m. at Department of Airports, 777 E. Rialto Avenue, San Bernardino, Ca 92415

Adjournment: Meeting adjourned by Commissioner Cox at 11:35 a.m.

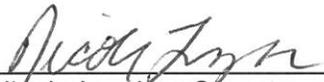
Respectfully submitted,



Roy Cox
Airports Commission



James E. Jenkins, Director
Department of Airports



Nicole Leyden, Secretary I
Department of Airports