

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING****October 24, 2013**

The meeting of the San Bernardino County Airports Commission was called to order at 10:00 a.m. by Commissioner Larry Asmus. Meeting location: Chino Airport, 7000 Merrill Avenue, Bldg. A-340, Chino, CA 91710

**Commission Members Present:**

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

**Commission Members Absent:**

Bob Cable

**Staff Present:**

James E. Jenkins, Director of Airports  
Terry L. Stover, Assistant Director of Airports  
Gailyn Watson, Secretary 1  
Bob Velker, Community Outreach

Department of Airports  
Department of Airports  
Department of Airports  
Department of Airports

**Visitors Present:**

Bill Landers  
Carl Scholl  
Tom Bressan  
Doug Crowther  
Rahzi Farhat  
Chuck McCormick  
Otis Greer

Alliance International Aviation/A.I.A.  
Aero Trader  
Threshold Aviation  
Threshold Aviation  
Cal Poly Pomona  
Parsons Brinckerhoff  
CAO's Office

**Pledge of Allegiance:**

The Pledge of Allegiance was led by Commissioner Marquez.

**Report on Posting of Agenda:**

Commissioner Asmus confirmed that the agenda was published and posted as required.

**Awards, Guest Introductions and Announcements:**

The guests introduced themselves and provided their connection/interest with the Department of Airports (DofA) and Chino Airport.

**Action Items:**

A motion was carried, seconded and passed to approve the Airports Commission Meeting Minutes from August 22, 2013.

A motion was carried, seconded and passed to approve the Airports Commission Meeting Minutes from September 26, 2013.

**Commissioners Reports/Comments:**

Commissioner Cox provided an update regarding the closure of Rialto Airport, stating that it may close as soon as the first quarter of 2014, which is sooner than expected.

Commissioner Taylor praised the Department for a fantastic job as related to the success of the recent APV Airshow Event.

Commissioner Asmus stated that he stopped by A.I.A., and commented on his “snap shot” observations of the activities in the hangar.

Commissioner Bagley stated that, although he was unable to attend the APV event, he has received many positive comments.

Commissioner Smith also commented that he was at the event, agreed with the positive comments and stated that it was very well attended.

Commissioner Marquez relayed that he has visited A.I.A. twice and complemented them on the use of their facility. He also expressed his appreciation that he was able to attend the tour at Chino Airport that was provided for the Cal Poly students.

**Public Comments:**

Bill Landers of A.I.A. discussed the need for asphalt improvements to minimize the debris that has caused some minimal prop damage to aircraft. He also thanked the Commissioners for taking their time to stop by and see the facility.

Carl Scholl of Aero Trader provided an overview of the current lease situation, as a sub-tenant of Mr. Charles Nichols, since 1985. Their lease is only on a month to month basis, but desires a long term lease with the county to be in a position to keep the business at Chino Airport for many years to come. He briefed on the multi-faceted nature of their, he and partner Tony Ritzman's, warbird restoration operations at Aero Trader to include the largest warbird plexiglass facility in the country and the direction they would like to go in the future. Mr. Jenkins stated that the DofA recognizes that the viable entities on the airport will require a facility to enable the warbird community to continue to flourish and the need to change our paradigm to enable the DofA to assist those businesses for the future.

Threshold representatives, Dough Crowther and Tom Bressan commented on their continuing efforts to recover from the recent difficulties they have faced and progress in regaining their viable status with the DofA. Mr. Jenkins discussed steps that are being taken to restructure their lease and allow them to relocate into Hangar 1, once Encore has vacated. As the only full FBO facility at CNO, with 24/7 jet operations, this move would better facilitate their operations. Mr. Jenkins added that a business currently at CNO has a need for the current Threshold space to accommodate their manufacturing operations.

Upon his arrival, Mr. Jenkins introduced Mr. Otis Greer with the office of legislative affairs with the County of San Bernardino. Mr. Greer stated his desire to assist our department and looks forward to working with the airports. Commissioner Asmus challenged the group to consider items they feel could be brought to Mr. Greer for assistance. A discussion ensued related to the items that have been discussed, along with an update from Jenkins regarding the current high priority ACIP projects and Cal Trans loan monies.

**Information Item:** Apple Valley Airport Airshow – After Action Report

Mr. Terry Stover stated that the items in the packet refer to information compiled within three days following the event and that further information may become available to report at the debrief meeting on Wednesday, October 30, 2013 and invited all to attend. Mr. Stover reviewed the financial information that was provided with the agenda. Mr. Stover relayed that while he has received mostly positive comments regarding the event that complaints received are looked upon as constructive criticism and will be used as a tool for making improvements. The obvious concerns were regarding the parking and traffic which resulted from an unexpected attendance of over 20,000. Mr. Jenkins detailed the steps that transpired between DofA and the town

regarding traffic concerns and the town's directive to contact the Sheriff's Department. The Sheriff's Department was hired, but did become inundated with traffic, due to the unanticipated amount of attendance. Mr. Jenkins took this opportunity to relay to the commission that the DofA did do their job as related to the traffic situation and coordinating with and engaging with the town even though negative emails have circulated. Mr. Jenkins also relayed that an issue arose with the FAA, after the event, stating that we could not have an airshow without a waiver. It was explained that the event operated under Part 91, which did not require a waiver. A few attendees requested their money back, due to no aerobatics, and were obliged.

### **Director's Reports:**

James Jenkins reported that the DofA will be adding a position of an Airport Operations Manager that will be based at Chino Airport.

### **Capital Improvement Program:**

Mr. Jenkins provided an update regarding three projects confirming that the APV Fuel Facility effort has been completed. The plans for the Chino storm water were delivered to the City of Chino by Chuck McCormick who relayed that they could be returned as early as next week. An overview of the project was provided and will likely take place early spring of 2014. The safety area improvement project for CNO Runway 26L, basin removal, is contingent on federal dollars, which will likely not be seen until after the new federal fiscal in August of 2014.

### **Board of Supervisors Activity:**

The item taken to the board was the Right of Entry agreement, as discussed in last month's meeting in reference to the groundwater clean-up project, which is now tracking well. Tetra Tech is currently in the "identifying" phase of the project anticipated to be completed within two years. At that point, the project will move into the "mitigation" phase.

### **Real Estate**

Inland Valley Aviation, at Chino Airport, has not signed their new lease agreement. They are making their payments, but without an executed lease, they are putting themselves into a default situation.

An issue of significance is regarding Celso Palafox. The DofA was able to assist him with the assignment of his leases to other entities, which has put his cash flow into a positive status and his bankruptcy is now being discharged.

The lease for the Apple Valley Airport Café is moving forward with "Where's the Fire" and the DofA anticipate them to begin operating by the end of December, 2013 or early January, 2014.

The Klein Mountjoy hangars revert to the county the end of this month. Leases are being completed for sixteen of the former tenants and one will be written for a tenant on the waiting list which will have the hangars at full occupancy, effective November 1, 2013.

### **Finance**

Mr. Jenkins provided an overview of the current budget standing, stating that we are currently at 33% of our budget, just 3% over anticipated, much resultant of the Commercial Hangar Complex expenses. Mr. Jenkins maintains the positive position that the bond will be paid off in the next two years, which will result in positive cash flow for the DofA and discussed budget related items that will need to be addressed in the future. Budget packets were distributed for the commissioners to review and they were asked to feel free to come with questions to the next meeting.

**Monthly Reports and Miscellaneous**

Mr. Jenkins announced that Denay Plasch, the secretary at APV has tendered her resignation of employment. That position will be filled. It is anticipated that the DofA will lose two employees next year, due to retirement. One will be filled and an Executive Secretary position, as support staff for Mr. Jenkins, will be pursued.

Some discussion ensued as related to the Cal Poly studies, using Chino Airport as a module and Professor Farhat was thanked for his attendance.

A drive-around following the meeting was offered to include a visit to Threshold and Aero Trader.

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

The next meeting will be held on Thursday, December 5, 2013 at 10:00 a.m. at the Cable Airport, 1749 W. 13<sup>th</sup> Street, Upland, CA 91786

**Adjournment:** Meeting adjourned by Chairman Asmus at 11:47a.m.

Respectfully submitted,

---

Larry Asmus, Chairman  
Airports Commission

---

James E. Jenkins, Director  
Department of Airports

---

Gailyn Watson, Secretary 1  
Department of Airports