

SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
March 27, 2014

The meeting of the San Bernardino County Airports Commission was called to order at 10:00 a.m. by Commissioner Mark Taylor. Meeting location: Needles Airport, 711 Airport Road, Needles, CA 92363

Commission Members Present:

Mark Taylor, Vice Chair
Larry Asmus
Jim Bagley
Bob Cable

Commission Members Absent:

Ray Marquez, Chair
Roy C. Cox
William Smith

Staff Present:

James E. Jenkins, Director of Airports
Terry Stover, Assistant Director of Airports
Robert Cayce, Airport Operations Manager
Nicole Leyden, Secretary 1

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Visitors Present:

Jeff Laass
Robert Jennings
Val Sheble

Real Estate Services
U. S. Department of the State
Sheble Aviation

Pledge of Allegiance:

The Pledge of Allegiance was led by Mr. Robert Cayce.

Report on Posting of Agenda:

The agenda was posted, as required.

Awards, Guest Introductions and Announcements:

Mr. Jenkins announced that the interviews were conducted for the position of Airport Maintenance Supervisor at Apple Valley Airport. Vince Corona was selected for the position and will begin those duties on Monday, April 7, 2014.

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

Action Items:

A motion was carried by Commissioner Cable, seconded by Commissioner Bagley and passed to approve the Airports Commission Meeting Minutes from February 27, 2014, as presented.

Discussion Item: Marine Wing Support Squadron 473 training exercise at DAG, March 11-17

Mr. Terry Stover referred to the photos in the packet taken during the event and relayed that a tent city was created and several aircraft were on site, along with approximately 500 troops. Fees were paid to the DofA for a Use Permit and fuel was also purchased. The event was very

successful and we look forward to more events of this type in the future.

Discussion Item: Airport Maintenance Supervisor Interviews March 20 – Desert Airports

Mr. Jenkins provided information relating to the selection panel and the candidates for the position. Although Mr. Corona is not a senior staff member and other candidates were displeased with the selection, the DofA believes that the best choice for the position was made. Commissioner Asmus asked if the vacancy of Mr. Corona's previous position will be filled. Mr. Jenkins relayed that, hopefully, the recruitment process will begin in the next 30-45 days and will be solicited throughout the county and general public.

Discussion Item: California Aviation Day in Sacramento April 22-24

Mr. Stover referred to the packet and stated that this will be the 2nd annual event, hosted by the Association of California Airports (ACA), of which he is a board member. The intent of the ACA is to foster the good of aviation to the legislators, as well as the general public. The day prior to the event, Mr. Stover, along with other board members, will be visiting the legislative offices with the intent of promoting aviation. The main focus of the event is to provide knowledge, information and awareness of the aviation industry, specifically related to safety and funding issues.

Commissioners Reports/Comments:

Commissioner Asmus relayed that he stopped and visited the Paradise Aviation hangar, where the insulation falling off is a concern. The possibility of the materials being asbestos was discussed, along with other safety concerns. Mr. Cayce relayed that processes for selecting a vendor have already begun. Mr. Jenkins confirmed that we will get a sample of the material taken in for assessment.

Commissioner Bagley stated that he had the privilege, along with Commissioner Smith, to attend the Airport Land Use Consortium in Sonoma. He encouraged the DofA have staff attend, if possible, due to the information that was provided, especially with regard to aviation easements and land use protections around airports. He relayed that the intent is to make this a continuing annual event, rotating between northern and southern California and may be in San Diego next year. A discussion ensued regarding dedicated Airport Land Use Commissions vs. those (like San Bernardino) that do not have them. Mr. Bagley stated that one of the issues discussed was the concept of a legislative push to get airport use compatibility plans adopted as part of the general plan for a city or a county.

Public Comments:

It was asked how often military exercises occur at Daggett. Mr. Stover stated that there are usually three to four of the large events a year and about six times a year for a few hours in a day.

Regarding the recent Maintenance Supervisor interviews, a question was posed regarding what, if any, opportunities for improvement of skills are provided to staff who may wish to compete for positions within the DofA. Mr. Jenkins relayed that opportunities are provided to attend conferences and supplemental educational needs; however, he further stated that all the employees did well and did possess required skills and were all qualified, it was a matter of the interview process and specific needs for the position that resulted in Mr. Corona being selected. Mr. Stover announced that the Apple Valley airport café is now open Wednesday through Sunday, 7:00 a.m. to noon, serving breakfast. It is anticipated to be open from 7:00 a.m. to 4:00 p.m. serving breakfast and lunch in the near future.

Director's Reports:**Capital Improvement Program:**

Mr. Jenkins stated that he will be participating in a teleconference with the F.A.A. tomorrow regarding grant process and funding which provide further information relative to capital improvement.

The storm water crossing project at Chino Airport (CNO) will hopefully be underway before the end of this fiscal and completed by the end of summer.

Construction of storage facilities at Twentynine Palms and Baker monies set aside may go further if we acquire assets from Rialto Airport.

Board of Supervisors Activity:

Mr. Jenkins stated that the process regarding the emergency at CNO Commercial Hangar 1 relative to the accident June 2013 is progressing rapidly. There was a court case based on a sub-tenant of Encore's challenging our right to effect the eviction. We agreed to allow the tenant to remain and will likely become a tenant of Threshold. Risk Management has begun repairs to the hangar.

Real Estate:

Mr. Jenkins referred to the packet and outlined the current transactions involving the commercial hangar complex. The Real Estate Services Director, Terry Thompson, has been fully updated regarding the needs for the new leases with Threshold and Soaring America; however the events in commercial hangar 1, to include the aircraft incident and the eviction, could mean the hangar will not be available until the end of June.

Jeff Laass reported that they received approval from Robert Messinger on the termination of the contract with Legacy at Apple Valley Airport and should have the board item by next week. Mr. Jenkins stated that we should have two facilities coming back to the county on reversions.

Finance:

Mr. Jenkins stated that we are at 72% for the fiscal and provided an overview of the report contained in the packet. He referred to expenses that were related to the commercial hangar 1 incident, explaining that those expenses will be reimbursed. He relayed that we are continuing to track well on both the expense side and the revenue side, as the budgeted revenue side is about 75% of the full anticipated revenue.

Mr. Jenkins discussed the new fee schedule and relayed that we are not raising prices and in fact will lower the \$55.00 monthly tie down fees to \$50.00 to bring all county airports in line. He noted that there will be an added item to the fee schedule for the electronic sign use at Chino Airport, to provide a new revenue source.

Monthly Reports:

Mr. Jenkins provided an update regarding the Soaring Club at Twentynine Palms, relaying that they were provided with the requested electronic copy of the Title 7 Airport Rules and Regulations document and that the F.A.A. investigator on the case had contacted DofA. The Soaring Club contacted DofA requesting a restart, but was denied due to the lack of an SOP or notice from the F.A.A. that the investigation had been concluded. They requested a rent suspension based on the fact that they were unable to make payments to the county without being able to operate. It was noted as a conflict of their previous statement that they do not generate revenue; however, they were provided with a rent suspension for March and April, with the expectation that it will be made up.

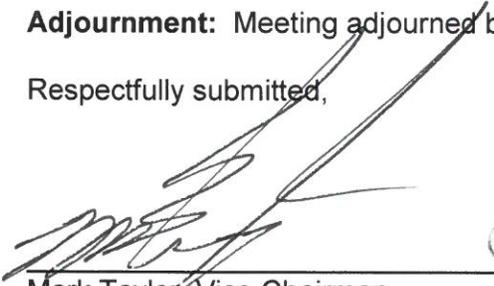
The monthly reports by Mr. Stover and Mr. Cayce are in the packets, along with the operations report for Chino Airport, for review.

Date, Time and Place of Next Meeting:

The next meeting will be held on Thursday, April 24, 2014 at 10:00 a.m. at Chino Airport, 7000 Merrill Avenue, Building A-340, Chino, CA 91710

Adjournment: Meeting adjourned by Vice Chair, Taylor at 10:55 a.m.

Respectfully submitted,



Mark Taylor, Vice Chairman
Airports Commission



James E. Jenkins, Director
Department of Airports



Gailyn Watson, Secretary 1
Department of Airports