SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
FEBRUARY 26, 2015.

The meeting of the San Bernardino County Airports Commission was called to order at 10:03 a.m. by Chairman, Mark Taylor. Meeting location: Twentynine Palms Airport: 78569 Twentynine Palms Hwy, Twentynine Palms, Ca 92277.

Commission Members Present:  
Mark Taylor, Chair  
Bob Cable, Vice Chair  
Roy C. Cox  
Jim Bagley  
William Smith  
Ray Marquez

Commission Members Absent:  
Larry Asmus

Staff Present:  
James E. Jenkins, Director of Airports  
Terry Stover, Asst. Director of Airports  
Robert Cayce, Airport Operations Manager  
Nicole Leyden, Secretary I  
Joseph Dozier III, APM Wkr 1  
Jeff Laass 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:  
Joe Matoush  
Jeff Aryan  
Jim Harris  
Matt Quick  
Alan Volbrecht

Twentynine Palms Tenant  
Chino Airport Tenant  
President of Coffman Associates  
Coffman Associates  
AT Geo Systems

Pledge of Allegiance:  
Led by William Smith.

Report on Posting of Agenda:  
James E. Jenkins stated that the agenda had been posted.

Awards, Guest Introductions and Announcements:  
Guests introduce themselves.

Mr. Jenkins announced that Robert Cayce has accepted a job in Ohio and will be leaving in June. The commissioners and Mr. Jenkins expressed their disappointment to see him go. The Department of Airports will be recruiting for his position.

Action Item - Approval of Commission Meeting Minutes  
A motion was carried by Commissioner Smith, seconded by Commissioner Cable and passed to approve the Commission Meeting Minutes from January 22, 2015.
Commissioners Reports/Comments:
Commissioner Taylor stated that he informed Supervisor Lovingood of the Apple Valley Airshow date of October 10th. Although it is a conflict for Mr. Lovingood to attend, we will have it on that day.

Public Comments:
Jeff Aryan brought up the issue of birds around Chino Airport Runways 26R and 26L. He stated that he flies with Dubois Aviation and has had to avoid hitting seagulls twice in the last two weeks. He believes that the sod farming is making it worse and needs to be reduced. He requested something be done before anyone gets injured.

Information Item: Military Training Exercises at DAG
Terry Stover shared that two weeks ago the Marines conducted exercises at Barstow-Daggett Airport. This week the Air Force is doing some exercises in support of Fort Irwin. In July the US Army will have a huge exercise and the airport will be closed for three days. We support our troops, but we also charge them for using ramps, other facilities, and property around the airport. There are no fees for using the runways and taxiways. Sometimes the military buy fuel depending on their type of exercise.

Information Item: APV Airshow 2015
Terry Stover said that the Apple Valley Airshow is scheduled for October 10th, 2015. Military request forms have been completed to request flybys and/or static displays.

Information Item: Chino Groundwater/Plume Update
Mr. Jenkins said that although he did not get the financial report regarding the Chino Plume in the packet it was e-mailed to the commissioners shortly before the meeting and anyone requesting a copy may receive one via e-mail, as well. He explained that we are in the process of finding the depth of the plume. He said that Chino Airport is bounded by Merrill Ave. on the north, Hwy 83 on west, Kimball Ave. on the south and the tree lines at Comet and Walker on the east, covering a total of 1100 acres. The plume limits are basically Merrill Ave south down to Prado Park. The width of the plume is the Cypress Channel, to the west, which is the midway between Central Ave and Hwy 83. Central is the next major cross street after Hwy 83 to the west. The eastern boundary of the plume is where Les Whittlesey’s hangars are. The depth of the plume is down to about 180 feet in some areas. It is not migrating into the soil after it leaves the water table, so there are no contaminants in the soil. It is strictly a groundwater cleanup.
We are proposing with the water agency how we will be cleaning up the water. On February 10th we sent amendment #6 to the Board of Supvisors regarding extending Tetra Tech’s contract for another two years to manage the water cleanup. Next we will present our plan for water clean up to the water board.
The cost for the plume from 1998 to date is $5,427,708.50 which was funded by the Department of Airports. These monies aren’t available for other things needed. Right now we are in a 3 million dollar deficit. Since 2008 we have been receiving insurance reimbursements of an 85 percent level. Insurance won’t fund the legal and staffing costs which are the 15 percent. These are airport generated dollars being used and this is not an airport related expense. In the meantime our capital is being eroded. Mr. Jenkins expressed that he is hopeful that when we finish negotiating with the insurance company and they make an offer we will be made whole.
At the end of this aspect of putting together a plan for the water board we will be up to 8 million...
in expenses before any mitigation of groundwater cleanup. Cleanup will probably be a fifteen to twenty-five year process and the cost is estimated to be 20 to 50 million dollars. The County is negotiating with the insurance company, AIG, which wants to buy out of the obligation.

**Information Item: TNP Airport Layout Plan Update**

Carrie Hyke stated that there is an airport layout plan project for Twentynine Palms Airport including a site plan and an airspace review. Kimley-Horn is to do the update. Coffman Associates will be doing the airport consulting. Carrie introduced Jim Harris to explain an airport layout plan in detail.

Jim Harris stated that they just started this week. He said that the last airport layout plan was done in 2003. There have been many changes in FAA requirements. He explained that they have been doing a lot of data gathering and collecting information. They will be updating the forecast for future operations and make sure that we have good base mapping. They will collect aerial photography and mapping for the airport which will be helpful to Kimley-Horn. They will be looking at facility requirements by the FAA and taxiway configuration. They will make sure that we are compliant with new design guidelines. They will be looking at a new capital plan. For the layout plan drawings will be updated.

The FAA has standardized their airport layout plan guidelines with a forty-seven page review and checklist. The FAA is putting an emphasis on airport property holdings and good documentation of what the property holdings are. There is also a new checklist for that. This will be a short process of six to nine months. This is an administrative process in which a narrative report will provide any justifications for any changes to the airport layout plan.

Mr. Jenkins advised Carrie Hyke that if we run into design issues relative to additional property associated with the potential shortening of surfaces we want to be able to communicate that back to the commission right away so stakeholders can be engaged in that conversation. So they will understand what they may be seeing it they future.

Carrie Hyke added that if you don’t show something in the airport layout plan then it’s not eligible for a federal grant.

Mr. Jenkins explained that Exhibit A defines what the airport sponsor owns and the airport property. The airport layout plan shows what exists currently and also shows with a guide map where you want to go with airport improvements and capital. The airport layout plan needs to be reflective of future projects, so that they can be considered by the FAA for the Airport Capital Improvement Program.

**Information Item: ADA Compliance Inspection Update**

Mr. Jenkins said that the County had a County ADA inspector and a state building code representative inspect all the County airports for ADA compliance. He explained that we will make the improvements to become compliant, but will prioritize our higher use airports first.

Robert Cayce shared that he accompanied the inspectors and found that most of the improvements are required by state building codes.
Director's Reports

Capital Improvement Program
Mr. Jenkins said that there are pending projects at Chino Airport which are Yanks Air Museum pavement improvement project and a roofing project to take place at the end of June or beginning of July. Another is the storm water conveyance project for Kimball Ave. This project brings storm water from the north side of Kimball Ave. to the south side to basins that we constructed several years ago.

Mr. Jenkins shared that there are a couple of projects underway at Chino. One is a design for pavement improvement in the northwest part of the airport and in the center portion of the airport. Another is pavement condition index inspections being done this week on the runways and taxiways active surfaces. From this pavement condition index study and report pavements are categorized by condition for improvement dollars. These will be put into planning documents so state and federal government can understand what our needs are.

Mr. Jenkins also shared that there is an airport plan update which is underway at Twentynine Palms and Needles Airport.

At Apple Valley Airport there is a design project for Runway 18/36. Also there's a perimeter road project being designed from Corwin to Midfield. There is a parking lot reconstruction project which will include lighting, drainage, and ADA compliance. Also, there is a study going on regarding illuminating Runway 08/26 at Apple Valley. Also pavement is being evaluated for rehabilitation.

Board of Supervisors Activity

Real Estate
Steve Mintle briefed us on the Board of Supervisors approval on the relocation of Yancy from Rialto Airport to Chino and commercial hangars one and two for Mooney.

An unlawful detainer was served on Cal Aero. hangar B350. We are going to move forward in executing a month to month lease agreement with the existing subtenant at that location. We have two proposals to evaluate from the recent Solicitation of Proposal (SOP) on hangars A495-97 and A555-580 and are moving forward with a lease agreement with the sod farmer at the old Richardson's Farming location at Chino Airport.

Jeff Laas shared that Military Aircraft Restoration will be letting him know when they have vacated so Yancy can move in. Eagle Nest III is going to the Board of Supervisors to reduce their annual rate of increase from five to two percent to comply with FAA requirements and prepared an amendment to extend term upon reversion.

Steve Mintle stated that we are losing a long time tenant, Ron Verhoeven, due to the dairy industry moving. Mr. Jenkins said that he has had a discussion with an existing lease holder who may lease this from us.

Financial Report
Mr. Jenkins stated that we are at sixty-four percent of the year. We are under our expenditure goal and we are at sixty-eight percent of the revenue. He pointed out that on the financial sheets there may be some areas in an airport that is unbalanced. Mr. Jenkins explained that
since we are a system of airports if one airport is out of balance another airport will cut back expenses to make up the balance.

Mr. Jenkins explained that there will be no fee adjustments this cycle. The Southern California Association of Governments is doing a study this year that will give the industry some data which we will draw from in our next budget cycle in 2016 to discuss fees. This year we will be doing appraisals of the system of airports to determine values. These values will be used when negotiating with a party or will be adopted by the Board of Supervisors for our fee ordinance based rates. This is how we determine what our rates and charges will be.

Mr. Jenkins pointed out that we have a goal to undertake minimum standards. Our system of airports does not have this. We get this through terms and conditions in our lease agreements, but we don't have a published minimum standards. It will take approximately eighteen months to two years to get one adopted. Mr. Jenkins explained that establishing what our rates will be in the upcoming cycle and minimum standards will get a lot of public attention. Current leaseholders will be included in the minimum standard.

Mr. Jenkins offered answers to any financial questions. E-mails will be answered as well. He is briefed on the Department's finances daily. Now we have three staff members at Airports administration as Richard Torres was recently hired to replace Mike Bell.

Monthly Reports
Terry Stover shared information about the Inland Empire Airport Managers meeting. He explained that this group includes Riverside, Cable, Flabob, and San Bernardino County. They meet once a quarter to discuss current aviation related topics. They have discussions and share ideas which are very beneficial.

He attended the Southwest Chapter of the American Association of Airport Executives Conference. They have several sessions, one of which Mr. Jenkins sat on the panel. The conference also has FAA and Caltrans representatives.

Terry Stover met with Gerald Torres who is an Airport Support Network representative through AOPA for Barstow/Daggett Airport. He wants to revitalize the airport and share his ideas with Mr. Stover every six months or so.

Rob Cayce said he met with Robert Toynbee from Daggett Army base. The US Army is putting together an internal drivers training in which Rob assisted.

Miscellaneous – Wildlife Activity in the Aeronautic Environment
Mr. Jenkins was asked by Jeff Aryan to add the topic of issues with birds at Chino Airport to the agenda. Mr. Jenkins pointed out that about twice a month there is a bird strike at Chino Airport. He explained that the farming activity east of the airport contributes to the problem. Mr. Jenkins said that he will be meeting with the farmer and will indicate to him to immediately institute a harassment program which will be a noise cannon. We have a cannon to loan him to get him started. We will publish when the cannon will be admitting noise and coordinate with the police department, the fire department and neighbors. This will most likely begin on Monday.

Mr. Jenkins pointed out that seagulls are drawn to the site to what looks like water. When the soil is plowed on the farm it attracts the birds. Birds are also drawn to runways and taxiways when it rains. Coyotes are also on the airport, which we have trapped in the past. Mr. Jenkins advised us that we will be undertaking that as well.
Mr. Jenkins pointed out that there was a study commissioned through the state. We will use their report and take their recommendations to come up with a program to deal with the wildlife problem.

Commissioner Cable shared that all of the airports in the area are having wildlife problems. He suggested a hand-held device similar to a cap gun. Mr. Jenkins said that we do have them and do use them.

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

The next meeting will be held on Thursday, March 26, 2015 at 10:00 a.m. at Needles Airport 711 Airport Rd. Needles, CA 92363.

**Adjournment:** Meeting adjourned by Chairman Taylor at 11:15 AM.

Respectfully submitted,

Mark Taylor, Chairman
Airports Commission

James E. Jenkins, Director
Department of Airports

Nicole Leyden, Secretary I
Department of Airports