

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
MARCH 26, 2015.**

The meeting of the San Bernardino County Airports Commission was called to order at 10:09 a.m. by Chairman, Mark Taylor. Meeting location: Needles Airport: 711 Airport Rd. Needles, Ca 92363.

Commission Members Present:

Mark Taylor, Chair
Bob Cable, Vice Chair
Jim Bagley
William Smith
Larry Asmus

Commission Members Absent:

Roy Cox
Ray Marquez

Staff Present:

Terry Stover, Asst. Director of Airports
Robert Cayce, Airport Operations Manager
Nicole Leyden, Secretary I
Jeff Laass

Department of Airports
Department of Airports
Department of Airports
Real Estate Services

Visitors Present:

David and Paula Rickwalt

Paradise Aviation

Pledge of Allegiance:

Led by David Rickwalt.

Report on Posting of Agenda:

Terry Stover stated that the agenda had been posted.

Awards, Guest Introductions and Announcements:

Guests introduce themselves.

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 February 26, 2015

Commissioners Reports/Comments:

Commissioner Cable reports that Rialto Airport is definitely on its way out. He said that he had just finished moving a 25,000 square foot building from there.

Commissioner Bagley said that he is happy to be visiting Needles Airport. Commissioner Asmus agrees.

Commissioner Taylor asked if Apple Valley Airport can have a compass rose.

Mr. Stover replied saying that the county is concerned about liability if someone uses the compass rose and has an accident. He said that it's not that it can't be done. He will look into it.

Commissioner Taylor asked about paving runway 8/26 at Apple Valley Airport.

Mr. Stover shared that next month we will rent a machine for three days and fill the cracks with

a special type of crack seal mixed with an aggregate which seals the crack like a patch.

Public Comments:

Paula Rickwalt said that she and her husband, David, would like to take over the Needles Airport. They have put fuel in the ground and they would like to start renting out spaces and open a flight school in the near future. They are currently trying to get everything cleaned up and organized.

Mr. Stover added that Mr. and Mrs. Rickwalt are assuming Joe Sheble's business. They put in a request for assignment of Joe Sheble's lease, which the Department of Real Estate is working on. Paradise will be the name of their business.

Information Item: APV Airport Café Update

Mr. Stover explained how he met with Mr. Krider and during the meeting Mr. Krider shared that he was losing money. Mr. Krider also put in a request for modification of hours to be closed on Mondays and Tuesdays. This was approved and will be effective April 6th. The airport is trying to work with him to help him keep the business open.

Information Item: TNP Preparing for a New Tenant

Mr. Stover was contacted by a gentleman by the name of Matt Jackson who would like to lease an area to put a portable hangar at Twenty Nine Palms Airport. His hangar will not fit between the two existing hangars so he will put it on the west side of Mr. Bailey's hangar facing north. Twenty Nine Soaring Club leases that area and has been asked to move between the two existing hangars giving them a decrease in their rent equivalent to a tie-down fee. They will remove their unnecessary items and move into the area this coming Sunday.

Director's Reports

Capital Improvement Program

Mr. Stover advised us that we are moving forward with paving projects at Chino and Apple Valley Airport. He met with Parsons Brinkerhoff regarding paving areas at Chino Airport. He said that we are moving forward on paving runway 18/36 which should be started this fall. We are also doing crack sealing on runway 08/26. We are working with the FAA to get lights on runway 08/26 as well.

Board of Supervisors Activity

Mr. Stover stated that the lease amendment with Eagles Nest III was approved to reflect a decrease of their annual increase from 5 percent to 2 percent.

Real Estate

Jeff Laas shared that he had delivered the lease to Threshold for their review and that the tenant which was displaced, Military Aircraft Restoration, moved into Dome 4. He also said that the SOP was reissued for tenant Nichols Family and that the tenants in Hangar 2 were served unlawful detainers

Financial Report

Mr. Stover stated that we are at 71 percent of the year. Expenditures are at 59 percent and revenue is at 71 percent. Overall the budget is balanced. The budget for Admin is always a little high at the beginning of the year due to paying for insurances and County Counsel fees.

Monthly Reports

Mr. Stover shared how he attended the county budget kick-off training. He explained it was a training all day, but the first 30 minutes was a meeting for department heads in which Mr. Devereaux and a few others spoke giving an overview of the 2015-16 budget.

Mr. Stover pointed out that he and Jeff Laass met with Dr. Krider from the café.

Mr. Stover and Rob Cayce are currently updating the Chino driver training program. They have gone through the Word document and made changes on the voice-over. They'll get with the ISD department to update the program.

Mr. Stover met with Major Thompkins regarding the military training at Barstow-Daggett Airport in July. Most of the paperwork has been completed with the exception of a signed document and payment. Photos from the most recent exercise are included in the commissioners' binders.

Mr. Stover and Rob Cayce met with Dr. Shanling Yang from Mooney. Discussions were regarding their move from Commercial Hangar #4 and going to Hangars 1 & 2, although Mooney will still be in the south end of #4. This is a sublease from Threshold.

Rob Cayce has been meeting with engineering firms regarding upcoming work at Chino and Apple Valley and the ALP updates for Twentynine Palms Airport and Needles.

Rob Cayce accompanied Caltrans to each county airport to do the annual 5010 inspection for certification.

Chino Airport Operations

Mr. Stover said that the spreadsheet showed statistics from 2011 to January 2015. Operations have not changed much over the years.

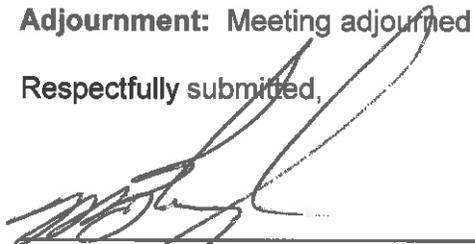
A hangar with an insulation problem was a concern at the last commission meeting at Needles Airport. The insulation has not been fixed yet. Mr. Stover explained that it will be costly to repair.

Date, Time and Place of Next Meeting

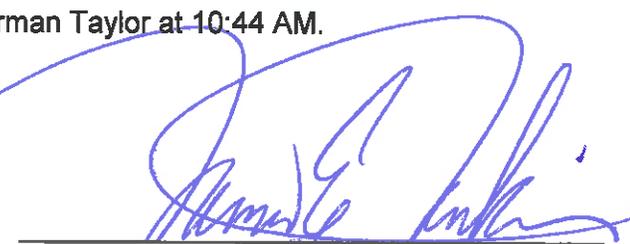
The next meeting will be held on Thursday, April 23, 2015 at 10:00 a.m. at Chino Airport 7000 Merrill Ave. Chino, Ca 91710.

Adjournment: Meeting adjourned by Chairman Taylor at 10:44 AM.

Respectfully submitted,



Mark Taylor, Chairman
Airports Commission



James E. Jenkins, Director
Department of Airports



Nicole Leyden, Secretary I
Department of Airports