

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING  
APRIL 21, 2016.**

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

**Commission Members Present:**

Bob Cable  
William Smith  
Ray Marquez  
Larry Asmus  
Roy Cox  
Jim Bagley

**Commission Members Absent:**

Mark Taylor

**Staff Present:**

Terry Stover, Asst. Director of Airports  
Cyle Woodruff, Operations Manager  
Carrie Hyke, District Planner  
Nicole Leyden, Secretary

Department of Airports  
Department of Airports  
Special Districts  
Department of Airports

**Visitors Present:**

Chuck McCormick  
Jerry Wilkins  
Tim Nightingale  
Bob Velker  
Joe Aarcon  
Katherine Kolcheva

Meed & Hunt  
Planes of Fame  
Planes of Fame  
Chino Development League  
Encore Jet Center  
Office of 4<sup>th</sup> District Supervisor Hagman

**Pledge of Allegiance:**

Led by Commissioner Cable.

**Report on Posting of Agenda:**

Mr. Stover stated that the agenda had been posted.

**Awards, Guest Introductions and Announcements:**

Guests introduced themselves.

**Action Item - Approval of Commission Meeting Minutes**

A motion was carried by Commissioner Bagley, seconded by Commissioner Asmus and passed to approve the commission meeting minutes from March 24, 2016.

**Commissioner Reports/Comments**

Commissioner Cable apologizes in advance as he will miss the next two commission meetings due to a scheduled trip to Alaska.

Commissioner Marquez pointed out that 4<sup>th</sup> District Supervisor Curt Hagman will be having an airshow VIP party on April 29<sup>th</sup> and invited all the commissioners. He said to contact his office if

they would like to attend. Ms. Kolcheva stated that she would e-mail the details to Commissioner Marquez including the time of the event.

**Public Comments**

Mr. Velker shared that he now works with Chino Development League and briefed us on their progress. He said that the owner is Celso Palofox and that they have been around for over thirty years. Mr. Palofox developed the Eagle Nest hangars. He also has undeveloped property, which he plans to put new hangars which will include a restaurant, FBO, and community outreach facilities. Mr. Velker also plans to integrate some educational connections that he made while working with the county.

**Information Item: Mooney Status Update**

Mr. Stover shared that Mooney will be taking possession of Commercial Hangar 2 next week. In addition we are expecting the first payment from Mooney for Commercial Hangar 1 on May 5<sup>th</sup>. As far as we know Mooney is intending to sublease, but we have no information as of yet on the tenant that they plan to sublease to.

**Information Item: Hangar Inspection Update**

Mr. Woodruff explained that the inspections have gone well so far. The first round of notices to vacate have been issued. There have been a couple of follow-ups with some individuals. We have received two hangars so far since the notices. Progress reports are being done on other tenants who have projects with non-airworthy aircrafts. They are put on a 120-150 day progress report, in which an additional inspection will be done after that timeframe.

Mr. Woodruff also explained that he accompanied Mr. Palofox during the inspections of his hangars. The tenants which were in the litigation suit have vacated. Mr. Palofox met with Mr. Woodruff and Mr. Jenkins and confirmed that he intends to rent his hangars only for aviation use.

**Information Item: Airshow 2016 – Chino Airport, April 29, 30 and May 1**

Mr. Wilkins shared information on the Planes of Fame Airshow. They have the F16 Team, 16 Mustangs, 7 B-40's, 4 C-Fury's, 3 C-47's. Unfortunately, a Japanese Oscar won't be able to make it. Things are going well and all notifications have gone out. Presale tickets are going well and the community has been very receptive. He thanked the county for their support and he stated that they have 300 volunteers for the airshow. Last month several aviation magazine voted Planes of Fame Airshow number one in America, Europe, and Canada. They've been in the top ten for several years.

**Information Item: California Aviation Day**

Mr. Stover shared that on April 19<sup>th</sup> and 20<sup>th</sup> he was up in Sacramento for California Aviation Day and stated that it was a very successful event. He participated in what is called the "Tiger Teams" which are groups of about three people and they walk the halls of the state capitol with flyers in hand. They have assigned assembly members and senator offices that they go to and remind them of California Aviation Day. This year every office already had the flyer and had it marked on their calendars.

They had a tent set up for the event on the north steps of the Capitol and they were joined by representatives from the Civil Air Patrol, Experimental Aircraft Association, Association of California Airports, Aircraft Owners and Pilots Association. They also had some speakers including Senator Jean Fuller and other assembly members. Assemblyman Jay Obernolte attended as well. He represents the Apple Valley, Hesperia district and is also a pilot.

Mr. Stover explained that last year an aviation caucus was formed with some of the senators and assembly members. He stated that we now have over 20 people that are part of that caucus who are in support of aviation and the benefits it has for the state of California.

**Director's Reports**

**Capital Improvement Program**

Carrie Hyke informed us that there are seven FAA grants. One is for the Apple Valley runway 18/36 rehab, in which funding for construction is put off until 2017.

In Chino we completed a pavement management study. We are almost finished with the plans for the Chino northwest apron. There is also the Yanks apron and Kimball basin's project. The Needles and Twentynine Palms Airports have ALP updates and drainage studies.

**Board of Supervisors Activity**

Mr. Stover stated that on March 22<sup>nd</sup> the Planes of Fame Air Museum went before the Board of Supervisors and were given approval for their 2016 airshow.

**Real Estate**

Mr. Stover referred to the property leasing activity in the commissioner's binders.

**Financial Report**

Mr. Stover said that we are currently at 75 percent of the fiscal year. We are at 58 percent of total expenditures and our revenue is right on target at 75 percent. Our services and supply breakdown is at 63 percent. We are doing very well in keeping at or under our budget of expenditures.

**Monthly Report**

Mr. Woodruff informed us that they had received an anonymous tip that there was burrowing owls in the grassy area at the base of the control tower. He met with a biologist who suggested that a temporary fence with some privacy screen be put around the owls to give them protection from the public during the airshow.

Mr. Woodruff also shared that he has been meeting with Jerry Wilkins and his volunteers for the past month to discuss the upcoming airshow making sure that we are ready and doing everything that we can to make it a smooth event.

Mr. Stover pointed out the reasonable suspicion training on his monthly report. He and upper management attended a mandated training regarding suspicion of an employee possibly on a controlled substance. The training outlines the procedure on how to deal with the situation and to send the employee for an evaluation.

Mr. Stover also shared how he attended a webinar on maintenance care training. This is an electronic program to assign and track work for and by the maintenance staff. This would include all of the buildings and equipment and have the capability to be accessed from a Smart phone. This will save time and money and will allow us to get more accomplished while tracking our progress.

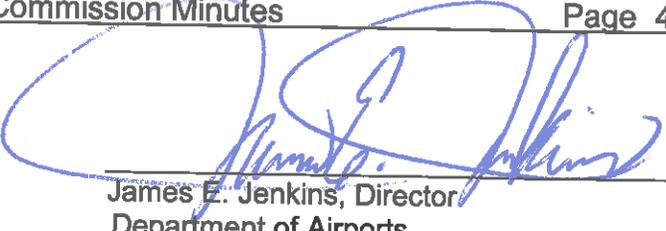
**Date, Time and Place of Next Meeting**

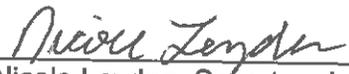
The next meeting will be held on Thursday, May 26, 2016 at 10:00 a.m. at Airports Administration, 777 E. Rialto Avenue, San Bernardino, Ca 92415.

**Adjournment:** Meeting adjourned by Commissioner Cable at 10:29 AM.

Respectfully submitted,

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Bob Cable  
Airports Commission Chair

  
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James E. Jenkins, Director  
Department of Airports

  
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Nicole Leyden, Secretary I  
Department of Airports