

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING****June 27, 2013**

The meeting of the San Bernardino County Airports Commission was called to order at 11:00 a.m. by Vice Chairman, Ray Marquez. Meeting location: Barstow-Daggett Airport, 39500 National Trails Hwy. Box 3, Daggett, CA 92327.

**Commission Members Present:**

Ray Marquez, Vice Chair  
Mark Taylor  
Jim Bagley  
Bob Cable

**Commission Members Absent:**

Larry Asmus, Chair  
William Smith  
Roy C. Cox

**Staff Present:**

James E. Jenkins, Director of Airports	Department of Airports
Terry L. Stover, Assistant Director of Airports	Department of Airports
Denay Plasch, Secretary I	Department of Airports
Tina Abarca, Fiscal Assistant	Department of Airports
Rob Cayce, Airport Maintenance Supervisor	Department of Airports
Mitch Kinser, Airport Maintenance Supervisor	Department of Airports

**Visitors Present:**

Jake Roberts	Parsons Brinckerhoff
Chuck McCormick	Parsons Brinckerhoff

**Pledge of Allegiance:**

Led by Commissioner Taylor.

**Report on Posting of Agenda:**

James E. Jenkins, Director of Airports, stated the agenda was posted in accordance with the Brown Act.

**Awards, Guest Introductions and Announcements:**

Mr. Jenkins presented an award to Chino Airport Maintenance Worker I, Vince Corona for the Public Service Award for Excellence for the Department of Airports.

**Action Item - Approval of Commission Meeting Minutes – May 23, 2013:**

Commissioner Taylor moved (seconded by Commissioner Bagley) to approve the Commission Minutes of May 23, 2013. All voted in favor.

**Information Item – FAA Helicopter Certification Operation at Chino Airport, presentation by Vince Corona:**

Mr. Jenkins briefed on a FAA Helicopter Certification Operation at the Chino Airport (CNO) that was conducted during the month of May 2013. Mr. Corona provided a video presentation and provided further information on the operation.

**Commissioners Reports/Comments:**

Commissioner Taylor stated that he attended the Chino Air Show and that it was a great show.

Commissioner Taylor inquired when the fuel facility would be complete at the Apple Valley Airport (APV). Terry Stover, Assistant Director of Airports responded with a status update of the

APV fuel facility, adding that he was hopeful for completion in one month or less.

Commissioner Bagley stated that the self-service fuel at the Twentynine Palms Airport (TNP) appears to be working well. Mr. Jenkins briefed on a recent fuel theft occurrence at TNP. Mr. Jenkins added that notices will be posted at TNP and letters will be sent directly to TNP tenants advising them of what action to take in the event of a loss. Discussion ensued regarding the TNP pilot's lounge and current honor system. Mr. Stover briefed on a recent fuel theft at TNP of thirty to forty gallons and stated that a suspect is being investigated by the local Sheriff Department. Commissioner Cable suggested reminding the local Sheriff Department that tampering with an aircraft is a Federal offense.

**Public Comments:**

None

**Director's Reports:**

**Capital Improvement Program:**

Mr. Jenkins detailed two submissions of the Airport Capital Improvement Plan to the FAA by the Department of Airports (DofA). Mr. Stover briefed on a meeting he had with representatives from the FAA and Airport Planner, Carrie Hyke.

Mr. Jenkins stated that the next major Capital Improvement Project is the Storm Water Conveyance Project for CNO. Chuck McCormick, Parson's Brinkerhoff provided an overview of the project. Mr. Jenkins noted that other Capital Improvement Projects that have funded include a major storm drain and pavement project at APV and couple of smaller pavement projects at CNO.

**Board of Supervisors Activity:**

Mr. Jenkins referred to the Board of Supervisors Activity report located under tab two of the packets. He detailed an easement that the DofA has granted to the Chino Basin Desalter Authority on a property that is located on CNO for one of their desalter wells.

**Real Estate**

Mr. Jenkins referred to the Property Leasing Activity report located under tab three of the packets. Mr. Jenkins highlighted eviction actions with three companies at CNO. Mr. Jenkins requested questions and thoughts. Discussion ensued.

Mr. Jenkins stated that the Wild Willie's Café that previously operated at APV has paid monies owed with a nominal amount forgiven. Mr. Jenkins stated that a couple of unsolicited proposals have been received by interested café operators. Mr. Jenkins described his concerns relating to past café failures at APV.

**Finance**

Mr. Jenkins stated that the financial report was not available in the packet and would be emailed to the Commissioners. Mr. Jenkins stated that the books have been closed for the end of the year and the DofA came in under budget. Mr. Jenkins described a cash flow problem due to monies being expended on the CNO plume. Mr. Jenkins added that the DofA is seeking monies owed to the DofA by Risk Management due to the DofA's fronting costs for management of the plume. Mr. Jenkins continued discussion relative to the CNO plume.

**Monthly Reports and Miscellaneous**

Mr. Stover referred to his Monthly Report located under tab four of the packets and provided an overview of the report.

Mr. Jenkins discussed a recent issue where the Chino Valley Independent Fire District

challenged the DofA on its maintenance methodologies at CNO. Mr. Jenkins stated that he met with the Fire Chief and one of the Under Chiefs' to discuss what Mr. Jenkins felt to be unprofessional attitude and behavior from a Fire employee. Mr. Jenkins stated that he believes the Chief and he came to an understanding.

Mr. Jenkins detailed a recent incident at CNO where an aircraft crashed through a hangar. Mr. Jenkins estimated the repairs to the damaged facility to be approximately one million dollars.

Mr. Stover briefed on the recent arrest of a person at APV for charges of child molestation. Mr. Stover stated that the person is a regular at the airport and was apparently trying to rent a plane at Midfield Aviation at APV at the time of the arrest.

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

The next meeting will be held on Thursday, August 22, 2013 at 10:00 a.m. at the Department of Airports, 777 E. Rialto Ave., San Bernardino, CA 92415

The Airport Commissioners were offered a tour of the Army Heliport.

**Adjournment:** Meeting adjourned by Vice Chair Marquez at 12:10 p.m.

Respectfully submitted,

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Larry Asmus, Chairman  
Airports Commission

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Terry L. Stover, Assistant Director  
Department of Airports

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Denay Plasch, Secretary I  
Department of Airports