

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
May 23, 2013**

The meeting of the San Bernardino County Airports Commission was called to order at 10:08 a.m. by Chairman, Larry Asmus. Meeting location: Needles Airport, 711 Airport Road, Needles, CA 92363.

Commission Members Present:

Larry Asmus, Chair
Ray Marquez, Vice Chair
Jim Bagley
Roy C. Cox
William Smith

Commission Members Absent:

Mark Taylor
Bob Cable

Staff Present:

Terry L. Stover, Assistant Director of Airports Department of Airports

Visitors Present:

David and Paula Rickwalt

Pledge of Allegiance:

The Pledge of Allegiance was conducted.

Report on Posting of Agenda:

No additions or corrections were made to the agenda.

Awards, Guest Introductions and Announcements:

Assistant Director of Airports, Terry Stover introduced David and Paula Rickwalt from Sheble Aviation.

Action Item - Approval of Commission Meeting Minutes – April 25, 2013:

Commissioner Smith moved (seconded by Commissioner Cox) to approve the Commission Minutes of April 25, 2013.

Commissioners Reports/Comments:

Ray Marquez commented that his flight to the Needles Airport was great.

Commissioner Smith and Commissioner Bagley commented that the Chino Air Show was great.

Public Comments:

Paula Rickwalt stated that she anticipated that within a month Sheble Aviation would be completely moved to the Needles (EED) Airport, with approximately twenty eight airplanes being relocated to EED within two weeks. She added that Sheble Aviation is looking forward to operating at EED. Mr. and Mrs. Rickwalt briefed on Sheble Aviation's operations. Chair Asmus welcomed Sheble Aviation to EED.

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

Mr. Stover stated that representatives from the Department of Airports (DofA) will be meeting with representatives from the Federal Aviation Administration (FAA) on June 12, 2013 regarding the Airport Capital Improvement Projects (ACIP) that have been submitted by the DofA. Mr. Stover briefed on the process of grant money issuance by the FAA. Mr. Stover added that there

are a host of projects that are anticipated by the DofA to be done within the next three to five years. Mr. Stover briefed on the anticipated projects. Discussion ensued regarding Airport Capital Improvement Projects.

Board of Supervisors Activity:

Mr. Stover referred to the Board of Supervisors Activity Report located under tab one of the packets. Mr. Stover offered to entertain questions and/or comments regarding the report.

Real Estate

Mr. Stover referred to the Property Leasing Activity Report located under tab two of the packets. Mr. Stover offered to entertain questions and/or comments regarding the report.

Finance

Mr. Stover referred to the Budget Report located under tab four of the packets. Mr. Stover stated that the DofA is 88% into the budget year, with total expenditures at 58% and total revenue right on target at 88%.

Monthly Reports and Miscellaneous

Mr. Stover referred to his Monthly Report located under tab three of the packets. Mr. Stover briefed on a Military Exercise performed at the Barstow-Daggett Airport and referred to photos of the exercise and a Certificate of Appreciation from the Marines and Sailors of the 13th Marine Expeditionary Unit also located under tab three of the packets. Mr. Stover offered to entertain questions and/or comments.

Mr. Stover stated that the Director of Airports, James E. Jenkins was not in attendance due to a scheduling conflict. Mr. Stover added that Mr. Jenkins was attending the Chino Airport (CNO) Plume meeting as well as a meeting regarding DofA delinquencies. Mr. Stover provided a briefing on the following items on behalf of Mr. Jenkins:

- **Apple Valley Airport**
 - Mr. Stover briefed on the construction of the Apple Valley Airport (APV) Fuel Facility, stating that the project is approximately one month behind. Mr. Stover added that these delays are mostly due to utility setbacks and a delay in receiving the oil water separator.
 - Mr. Stover briefed on the closing of the APV Café, stating that the restaurant has relocated to the Apple Valley Country Club. Mr. Stover added that there are currently two separate parties interested in operating the APV Café.
 - Mr. Stover briefed on an upcoming electrical meter split for the Law Enforcement hangar. Mr. Stover stated that the meter split is to ensure that the California Highway Patrol and Sheriff Department are responsible for the correct portions of their electrical bill.
- **Baker Airport**
 - Mr. Stover briefed that a representative of the Road Yard located at the Baker Airport (002) has provided notice that they will be vacating the airport due to the fact that the Local Community Service District is taking over maintenance and repair of the local roads. Mr. Stover went on to say that the Road Yard has been performing services such as runway and lighting inspections at 002 in lieu of payment and that these responsibilities would now fall back to the DofA. Mr. Stover added that he believes the impact will be minimal and Maintenance Workers from DAG will be scheduled to perform weekly site visits at 002. Discussion ensued.
- **Chino Airport**

- Mr. Stover briefed on Defaults and Pay or Quits for CNO tenants Threshold and Encore. Mr. Stover stated that this issue was part of a meeting James Jenkins was attending on May 23, 2013.
- Mr. Stover briefed on a museum possibly relocating to CNO, adding that the museum has committed to a \$600,000 building investment. Discussion ensued.
- Mr. Stover described a “squatter problem” at CNO and stated that the DofA is proactively working on the issue. Mr. Stover added that the leaseholder was sent a Perform or Quit Notice from the DofA as a way to direct the leaseholder to resolve the issue.
- **Barstow-Daggett Airport**
 - Mr. Stover briefed on a Military Urban Warfare Exercise that will possibly be conducted at DAG towards the end of July 2013.
 - Mr. Stover briefed on the ongoing vandalism to the vacated housing at DAG.
- **Needles Airport**
 - Mr. Stover asked if there were any further questions regarding the previous discussion of Sheble Aviation at EED. No further discussion.
- **Twentynine Palms Airport**
 - Mr. Stover briefed on the fuel situation at the Twentynine Palms Airport (TNP) and stated that fuel service is currently limited to Monday to Friday from 8:00 a.m. – 4:00 p.m. Mr. Stover added that the current fuel attendant, Joe Matoush has been given authority to conduct fuel operations after hours if available. Mr. Stover stated that MAG Aviation is close to providing twenty-four hour fuel service, seven days a week.
 - Mr. Stover described a conversation between Mr. Jenkins and a TNP tenant regarding the fuel situation and the need for hangars and fire suppression at TNP. Discussion ensued regarding hangars and fire suppression at TNP.
- **Global Issue**
 - Mr. Stover described a global issue with the FAA and ACIP. Mr. Stover referred to previous discussion regarding the five year ACIP Plan and stated that issues will be discussed at the upcoming meeting between the DofA and FAA.

Date, Time and Place of Next Meeting

The next meeting will be held on Thursday, June 27, 2013 following the Dedication Ceremony at 10:00 a.m. at the Barstow-Daggett Airport, 39500 National Trails Highway, Daggett, CA 92327. A tour of the Army Heliport will follow.

Adjournment: Meeting adjourned by Chair Asmus at 11:04 a.m.

Mr. Stover offered to provide a tour of EED. Chair Asmus, Vice Chair Marquez, Commissioner Bagley and Commissioner Smith accepted.

Respectfully submitted,

Larry Asmus, Chairman
Airports Commission

Terry L. Stover, Assistant Director
Department of Airports

TS/dlp