AGENDA
AIRPORTS COMMISSION -- SAN BERNARDINO COUNTY

February 18, 2021 10:00 A.M.

Electronically via Zoom

https://zoom.us

Join Zoom Meeting
https://zoom.us/j/99268181616?pwd=eXRaNXhsZjQreWNNRll3VmFDR0FKdz09

Meeting ID: 992 6818 1616
Passcode: 086110

Dial by your location
+1 669 900 6833 US (San Jose)

1. Call To Order – Chairman Christine Canepa

Larry Asmus, Valley At Large
Jim Bagley, Desert at Large
Dillon Lesovsky, First District
Christine Canepa, Second District, Chair
William Smith, Third District
Ray M. Marquez, Fourth District, Vice Chair
Mark Alvarez, Fifth District

2. Pledge of Allegiance

3. Report on Posting of the Agenda

4. Awards, Guest Introductions and Announcements

   
   Motion:

   Second:

6. Commissioner’s Reports/Comments
7. **Public Comments**
   Please e-mail all questions and comments to: Outreach@airports.sbccounty.gov

8. **Information Item**: Mike Mangold Memorial Display Case.

9. **Information Item**: Twentynine Palms FBO Committee Report.


11. **Information Item**: Department of Airports Video.

12. **Information Item**: Department of Airports - COVID 19 Update.

13. **Director's Reports**
   - Tab 1  Capital Improvement Program
   - Tab 2  Board of Supervisors Activity
   - Tab 3  Real Estate
   - Tab 4  Finance
   - Tab 5  Monthly Reports
   - Tab 6  CNO Operations
   - Tab 7  Miscellaneous

14. **Time and Date of Next Meeting**: March 18, 2021, 10:00 a.m.

15. **Adjournment**

    IF ASSISTIVE LISTENING DEVICES OR OTHER AUXILIARY AIDS OR SERVICES ARE NEEDED IN ORDER TO PARTICIPATE IN THE PUBLIC MEETING REQUESTS SHOULD BE MADE THROUGH THE SAN BERNARDINO COUNTY DEPARTMENT OF AIRPORTS AT LEAST THREE (3) BUSINESS DAYS PRIOR TO THE MEETING. THE DEPARTMENT OF AIRPORTS TELEPHONE NUMBER IS (909) 387-8810 AND THE OFFICE IS LOCATED AT 777 EAST RIALTO AVENUE, SAN BERNARDINO, CA 92415-0831.
SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
JANUARY 21, 2021.

The meeting of the San Bernardino County Airports Commission was called to order at 10:00 a.m. by Commissioner Larry Asmus. Meeting location: Electronically via Zoom.

Commission Members Present:  Commission Members Absent:
Larry Asmus, Valley at Large, Chair
Jim Bagley, Desert at Large
Elliot Fried, First District
Christine Canepa, Second District, Vice Chair
William Smith, Third District
Ray Marquez, Fourth District
Roy Cox, Fifth District

Staff Present:  Department of Airports
James E. Jenkins, Director
Maureen A. Snelgrove, Assistant Director
Adrianna Ortiz, Airport Planner
Erin Johnson, Staff Analyst II
Tammy Gann, Communications Officer
Nicole Leyden, Secretary

Public Participation:
Bob Volker
Harvey Luth
Chuck McCormick

Chino Development League
Chino Fire Dept.
Mead & Hunt Engineering

Pledge of Allegiance
Led by Commissioner Canepa.

Report on Posting of Agenda:
Mr. Jenkins stated that the agenda had been posted as required.

Awards, Guest Introductions and Announcements:
Commissioners and guests introduced themselves.

Mr. Jenkins announced that Chet Munch has retired as Maintenance Worker II from Apple Valley Airport and that the Department has hired Fiscal Specialist Emmili Penn, who has transferred from Real Estate Services Department.

Mr. Jenkins also shared the sad news that Mr. Joe Fitzgerald has passed away recently from complications due to Covid-19.

Action Item - Approval of Commission Meeting Minutes, October 15, 2020
Moved by Commissioner Smith seconded by Commissioner Fried. The item passed unanimously to approve the commission meeting minutes from October 15, 2020.

Action Item – Nominations and Election of Airports Commission Chairman for 2021
Moved by Commissioner Marquez, seconded by Commissioner Fried to nominate Commissioner Christine Canepa for Chairman. Ayes – 7, Nays – 0, Absent – 0. All commissioners present voted in favor.
Action Item - Nominations and Election of Airports Commission Vice Chairman for 2021
Moved by Commissioner Canepa, seconded by Commissioner Fried to nominate Commissioner Ray Marquez for Vice Chairman. Ayes – 7, Nays – 0, Absent – 0. All commissioners present voted in favor.

Action Item – Review and Approval of 2021 Airports Commission Meeting Calendar
Moved by Commissioner Canepa, seconded by Commissioner Smith to approve the commission meeting schedule for 2021 with noted comment that location is subject to change due to Covid-19 restrictions. Ayes – 7, Nays – 0, Absent – 0. All commissioners present voted in favor.

Action Item – Blue Ribbon Committee Report
Twenty-nine Palms FBO Subcommittee appointed by Chair to be Commissioner Fried and Commissioner Marquez.

Commissioner Reports/Comments
Commissioner Asmus requested that the San Bernardino County Fire Chief, Dan Munsee speak at the commission meeting in February.

Commissioner Asmus inquired about aviation funding from the County’s new presidential administration. Mr. Jenkins stated that the Cares Act funding has been extended for one year and he believes that there will not be any significant changes in the program.

Commissioner Fried relayed a request from Rob Mangold to place a memorial display in the Apple Valley Airport terminal honoring his brother, Mike Mangold. Mr. Jenkins said that this request will be forwarded to the County Administration Office and then sent to the Board of Supervisors for consideration for approval.

Commissioner Cox announced that his commission appointment will expire on January 31st and that he has elected not to be reappointed. He has been on the commission since 2002.

Commissioner Marquez suggested that we have an Open House with tenants after the commission meeting at Chino Airport in October.

Commissioner Marquez inquired about tenant delinquent rent payments. Mr. Jenkins stated that there are only a handful of stakeholder tenants who have issues to be resolved through the Board of Supervisors actions. Airports has prepared jointly with the Parks Department and Real Estate Services Department an action for the Board to consider a repayment schedule for delinquencies without penalties.

Public Comments
Mr. Velker commented on the south entrance of Chino Airport. He said that he believed that the only route to enter the west-bound entrance at Kimball Ave onto the airport is from Merrill Ave to Flight Ave. During the period when Grove will be shut down he believes that this will be a real problem. Mr. Jenkins pointed out that there is a secondary entrance from Hellman over to Kimball Avenue for a west bound entrance to the south side of the airport. In addition there is the north side entrance via the perimeter road to reach the south side as well.

Information Item: Chino Airport Traffic Circulation / Right of Way Dedications.
Mr. Jenkins informed the commission that the City of Chino has engaged outside services to establish a study of their right of way requirements around the perimeter of Chino Airport. There was a lack of clarity from the respondents so they will continue their efforts with evaluations and interviews from the parties which responded to the solicitation of proposal.
Traffic circulation around the perimeter of the airport will likely become more congested very near term due to a Stormwater project on the east of the airport continuing onto the airport. Also, there will be another Stormwater project and an installation of a traffic light north of the airport. The Department will maintain an entrance and exit on the north side of the airport although, throughout the entire development.

Mr. Jenkins explained that the Department is concerned with how development on the airport is affected by the city’s improvements on Merrill Avenue and it also has concerns for Chino Development League’s development along Merrill Avenue. Chino Development is required to undertake quite a bit of improvements. They have been working with the City to try to mitigate some of those requirements. In order to assist The Department has agreed to recommend to the Board of Supervisors that they have the lease term of forty-nine years, which is the maximum term.

Mr. Jenkins explained that there remains access to the south side of the airport from Kimball Avenue entering from the west bound entrance. Also available for commercial vehicles is the entrance from the north side of the airport via the airport perimeter road which leads to the south side. The Department is anticipating that there will likely be a secondary entrance from Flight Avenue onto Remington to serve as a commercial entrance for larger vehicles for that quadrant of the airport.

**Information Item: Department of Airports Video.**
Commissioner Fried previously recommended to the commission that a video be made about the county airports for the public. He suggested that each commissioner write a brief script about the airport in their district including history, development and current status and then narrate it on the video. The Chair and Vice Chair would be asked to provide an introduction.

Mr. Jenkins indicated that Tammy Gann, CSG Public Information Officer, can assist as she is helping the Department coordinate with the County’s public relations team. Ms. Gann added that she can assist with the script and production. She can also upload the video onto YouTube and add a link to it on the Department website.

**Information Item: Department of Airports - COVID 19 Update.**
Ms. Snelgrove stated that in late November through December the Department had five staff report with positive results from Covid-19 tests. This resulted in having each of the remaining maintenance staff quarantine themselves for fourteen days. This lasted throughout December in which Ms. Snelgrove, Mr. Jenkins, Ms. Ortiz covered the maintenance duties for that period of time. Around the holidays there was some Covid-19 exposure with the administrative staff, but as of the 19th of January everyone has returned to work with the exception of one maintenance staff. Through that time all of administrative staff have begun teleworking. Ms. Snelgrove is at Chino Airport most of the week and at Apple Valley when there are no other administrative staff there. Mr. Jenkins continues to travel to the different airports to inspect them. Enhanced cleaning measures have also been implemented including fogging and steaming. Every maintenance crew has purchased a steamer and a fogger.

Ms. Snelgrove added that there is a higher turn-over of hangars at this time which seems to be due to deaths related to Covid-19.

**Director’s Reports**

**Capital Improvements**

- Chino
Sewer alignment between hangars A495 through A560 – working through finalizing all the data on the septic tanks – once completed will connect to a sewer line.

The Department is moving forward on the removal of abandoned underground storage tanks – Chino and Barstow-Daggett – Chino completion is expected to be the first week of February and March for Barstow-Daggett.

Chino B-Hangar Restroom Installation – On hold due to budget increases.

Chino Admin Building A550 remodeling – moving forward although delayed due to asbestos abatement – closed February 1-9 – expect completion end of April – beginning of May.

Mr. Jenkins shared that the Apple Valley Airport Café tenant requested an enhancement on the outdoor patio to be able to serve customers outside during inclement weather. Property Management Division is assessing the structural integrity of the patio. The Department plans to construct a roof structure and enclose the patio with architectural glazing.

**Board of Supervisors Activity**

The Board approved the license agreement with Planes of Fame for use of portions of Chino Airport for the 2021 Chino Airshow. The anticipated date of the event is October 31, 2021.

**Real Estate**

Mr. Jenkins provided information on some property leasing activity.

- Commercial Hangar 1 was leased to Threshold Technologies.
- Commercial Hangar 2 will have a Solicitation of Proposal available by early February.

**Financial Report**

Mr. Jenkins stated that the Department is at 56% of the year. Expenditures are at 21% and revenues are at 30%. The revenue is low due to the property tax revenue for County Service Area 60 has not been accounted for yet. There have been several unexpected expenses for projects, yet the Department is tracking well on expenses and revenues.

**Monthly Reports**

**Assistant Director**

- **Staff**
  - Emmili Penn was hired as Fiscal Specialist for the Department on December 14th.
  - Chino Airport recruitments currently open for one General Service Worker and two Maintenance Worker positions. The classification title of Maintenance Worker has been revised to Airport Operations Technician to attract a wider variety of people and make the recruitment more diversified.
  - Apple Valley Airport recruitment will be open to one Maintenance Worker II position in the following weeks.
  - Chino Airport Manager interviews are scheduled to begin January 27th.

- **Chino**
  - Maintenance continually working diligently on painting airfield markings.

**Chino Airport Operations**

Mr. Jenkins said that he believed that the December numbers will be about 180,000. The numbers are lower than the prior three years. There is impact due to Covid-19, although the fuel flow numbers have remained relatively consistent.
Miscellaneous
Nothing to Report.

Date, Time and Place of Next Meeting

The next meeting will be held on Thursday, February 18, 2021 at 10:00 a.m. electronically via Zoom.

Adjournment: Meeting was adjourned by Commissioner Asmus at 11:39 a.m.

Respectfully submitted,

Larry Asmus
Airports Commission

James E. Jenkins, Director
Department of Airports

Nicole Leyden, Secretary
Department of Airports
DATE: February 16, 2021

FROM: ADRIANNA ORTIZ, Airport Planner
Department of Airports

TO: JAMES E. JENKINS, Director
Department of Airports

MAUREEN A. SNELGROVE, Assistant Director
Department of Airports

SUBJECT: CIP UPDATE - MONTHLY REPORT

<table>
<thead>
<tr>
<th>AIRPORT</th>
<th>PROJECT</th>
<th>PHASE</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>APV</td>
<td>Terminal Parking Lot Pavement and Drainage Improvement</td>
<td>DESIGN</td>
<td>Design changes made based on geotechnical report.</td>
</tr>
<tr>
<td>APV</td>
<td>Taxiway Reconstruction and Drainage Improvements</td>
<td>DESIGN</td>
<td>Design finalized, pending geotechnical report.</td>
</tr>
<tr>
<td>APV</td>
<td>Wash Rack</td>
<td>DESIGN</td>
<td>In design phase, pending recent revisions and final page turn.</td>
</tr>
<tr>
<td>CNO</td>
<td>B Hangar Restroom Installation</td>
<td>DESIGN</td>
<td>In design phase, pending recent revisions per COVID-19 compliance and final page turn.</td>
</tr>
<tr>
<td>CNO</td>
<td>A-495-560 Septic to Sewer alignment</td>
<td>DESIGN</td>
<td>In design phase, pending tank data investigation.</td>
</tr>
<tr>
<td>DAG</td>
<td>Removal of Underground Storage Tank</td>
<td>CONSTRUCTION</td>
<td>Estimated Completion 3/2021</td>
</tr>
<tr>
<td>CNO</td>
<td>A-550 Administration Remodel</td>
<td>CONSTRUCTION</td>
<td>Demo and asbestos abatement are in complete. Estimated Completion – 5/2021</td>
</tr>
<tr>
<td>CNO</td>
<td>Removal of Underground Storage Tank</td>
<td>CONSTRUCTION</td>
<td>COMPLETE 2/3/21</td>
</tr>
</tbody>
</table>
DATE: February 16, 2021

FROM: JAMES E. JENKINS
Director of Airports

TO: AIRPORT COMMISSIONERS

SUBJECT: BOARD OF SUPERVISORS ACTIVITY – JANUARY 22, 2021 – FEBRUARY 18, 2021

<table>
<thead>
<tr>
<th>APPROVED BOARD AGENDA ITEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board Date</td>
</tr>
<tr>
<td>-------------</td>
</tr>
<tr>
<td>No Items to present during this reporting period.</td>
</tr>
</tbody>
</table>
The following is a summary of current property leasing activity.

<table>
<thead>
<tr>
<th>No.</th>
<th>Airport</th>
<th>Location/Tenant</th>
<th>Square Foot</th>
<th>Monthly Rent/ Cost Per Square Foot</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>CNO</td>
<td>Commercial Hangar No. 1</td>
<td>42,807 hangar &amp; 8,072 office</td>
<td>Minimum Proposal requested $20,221.00</td>
<td>The SOP commenced on Friday, March 13, 2020 with proposal submittal deadline of April 20, 2020. The SOP was completed and RESD/Airports received two proposals. The proposals were reviewed and the determination was that Threshold Technologies provided the proposal that best met the needs of the County for these facilities. RESD will proceed with preparing the new lease agreement for processing through the Board of Supervisors week of July 28, 2020. <strong>LEASE FULLY EXECUTED</strong></td>
</tr>
<tr>
<td>2</td>
<td>CNO</td>
<td>R&amp;R Properties</td>
<td>5.97 acres</td>
<td>To be proposed</td>
<td>Tenant has relocated their kiosk to the location off Stearnmen Drive and facilitate all retail activities from this location. SOP commenced 10/7 through 11/12/2020. <strong>RESD preparing new lease for tenant as there was no other interest shown through SOP for this location as of 11/12/2020.</strong></td>
</tr>
<tr>
<td>3</td>
<td>CNO</td>
<td>R &amp; R Properties</td>
<td>Approximately 148 acres, land area for cultivating sod</td>
<td>Approximately $4,010 a month</td>
<td>RESD to commence negotiations with existing sod farmer to extend term an additional three-year with right to terminate on 120 days notice. RESD prepared lease counsel approved week of 8/6/18 and lease submitted to tenant for review and signature week of 8/13/18. Additional modifications requested by counsel regarding Plume, <strong>lease to be resubmitted to tenant for review and approval upon counsel approval and addition of additional language.</strong></td>
</tr>
<tr>
<td>4</td>
<td>CNO</td>
<td>Parcel B-305</td>
<td>5.40 acres of developable land</td>
<td>$0.07 cents a square foot</td>
<td>Tenant pursuing permits through City of Chino Building and Safety Department continues as of 1/24/20. RESD/Airports meeting with tenant to</td>
</tr>
<tr>
<td>No.</td>
<td>Airport</td>
<td>Location/Tenant</td>
<td>Square Foot</td>
<td>Monthly Rent/ Cost Per Square Foot</td>
<td>Status</td>
</tr>
<tr>
<td>-----</td>
<td>---------</td>
<td>----------------------------------</td>
<td>--------------------------------------</td>
<td>----------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>5</td>
<td>CNO</td>
<td>Port a Port Tenants</td>
<td>Approximately 60 spaces</td>
<td>Fee Ordinance</td>
<td>RESD is working on the sale of five (5) port-a-ports and is preparing new agreements as of 12/3/19. RESD continues to work on the sale of port-a-ports at Chino Airport.</td>
</tr>
<tr>
<td>6</td>
<td>CNO</td>
<td>Various Individual Hangar Facilities in B-340</td>
<td>Building B-340</td>
<td></td>
<td>RESD has executed several agreements and is working with 6 other tenants of hangar B-340 to extend short term leases.</td>
</tr>
<tr>
<td>7</td>
<td>CNO</td>
<td>Port-a-port relocations from Brackett Airport</td>
<td>$100 to $120 a month Fee Ordinance</td>
<td></td>
<td>RESD has completed 16 of the 18 relocation of port-a-ports from Brackett Airport as of 1/21/20. There are several new request for additional units to be relocated to Chino Airport.</td>
</tr>
<tr>
<td>8</td>
<td>CNO</td>
<td>AIA Hangar A-230</td>
<td>10,000 square feet hangar space</td>
<td>Fee Ordinance</td>
<td>RESD has obtained county counsel review and approval of lease week of 6/18/19. RESD/Airports addressing lease processing concerns prior to submission to tenant for execution. RESD to post leases as of 10/25/19 prior to executing agreement. RESD posted and received numerous interest in hangar. RESD/Airports processing SOP prior to end of 1/2020. SOP commenced on February 18, 2020. RESD received 4 proposals to lease A-230. Proposal have been submitted to review committee as of 4/13/2020 for review and comments. Selection committee has approved one of the submittals and RESD is in the process of preparing a new lease agreement as of 6/9/2020. Lease with tenant 8/31/20, will execute and return. Airports to proceed with termination of existing tenant. County counsel proceeding with eviction of tenant based on terms of the lease. <strong>M.I. Air the proposer selected has executed the lease and will be ready to move in upon AIA vacating the location.</strong></td>
</tr>
<tr>
<td>9</td>
<td>CNO</td>
<td>Container Agreement</td>
<td>400 square feet each area</td>
<td>Ground Lease Agreements</td>
<td>RESD has prepared 1 new lease agreement (short term) for container</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>No.</th>
<th>Airport</th>
<th>Location/Tenant</th>
<th>Square Foot</th>
<th>Monthly Rent/ Cost Per Square Foot</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>CNO</td>
<td>Commercial Complex Area Worldwide Jet Charters</td>
<td>42,000 square feet</td>
<td>TBD</td>
<td>placed at the commercial complex container area. Agreements to be submitted to tenants upon review by county counsel week of 5/1/2020. RESD was requested to prepare a new short term lease agreement for the existing term through the end of 2020. With the Termination Agreement with Mooney International for Commercial Hangar 2, County to put subtenant under contract through end of the year to proceed with unlawful detainer action. <strong>RESD intends to exercise an SOP for this facility upon notification by Airports.</strong></td>
</tr>
<tr>
<td>11</td>
<td>CNO</td>
<td>Ramp Planes of Fame</td>
<td></td>
<td></td>
<td>RESD prepared a short term lease extension for the ramp area south of A-503 for aircraft storage.</td>
</tr>
<tr>
<td>12</td>
<td>CNO</td>
<td>Fox Nurseries</td>
<td>10 acres land</td>
<td></td>
<td>RESD prepared and submitted lease for an additional five-year term for Nursery at site. RESD posted and no other interest in location was generated. Lease with County Counsel as of 10/5/2020. <strong>Waiting for tenant to resolve Secretary of State issues.</strong></td>
</tr>
<tr>
<td>13</td>
<td>CNO</td>
<td>Yanks Museum</td>
<td>Hangar A-245 and ramp area</td>
<td></td>
<td>RESD has prepared and submitted to County Counsel the new lease for an additional five-year term. The location was posted as required and no interest was obtained from other entities. <strong>RESD has submitted lease to tenant as of 12/21/2020 to review and execute.</strong></td>
</tr>
<tr>
<td>14</td>
<td>CNO</td>
<td>Navion Customs</td>
<td>Hangar B-350 Hanar and office space</td>
<td></td>
<td>RESD completed SOP and Navion was the successful proposer from the two proposals received for this location. The lease has been reviewed by County Counsel and is with tenant for review and execution.</td>
</tr>
</tbody>
</table>

**OTHERS:**

Airports and RESD anticipate the following:

- MAG Aviation – 29 Palms consultant agreement being reviewed by county counsel to extend for two years.
- As of 2/20/2020, RESD finalizing lease agreements to relocate port-a-pcrt tenants from Bracket Airport to Chino.
- Pacific States Systems A-340 - Lease was submitted to tenant for review and execution by RESD week of 2/11/19. Lease revised and resubmitted to tenant 2/2020.
- Threshold Technologies – RESD has prepare a short term container agreement (extending current lease) for the Commercial Container Complex to add one additional container to the mix. Lease fully executed.
- Civil Air Patrol – RESD working on a new short term lease extension upon receipt of events/activities schedule from Civil Air Patrol for 2020. County Counsel has approved RESD lease and agreement will be provided to tenant after initial posting as per Policy.
• Pleasant Feed Supplements A-325 – RESD preparing new short term lease to continue to occupy the Modular Unit known as A-325, as of 2/1/20. Lease Fully Executed.

• Southern Counties Herd Association – A-320 RESD has prepared lease and Counsel has approved. RESD to submit agreement to tenant after initial posting as required per Policy. Posting completed as of 6/10/2020 and RESD is proceeding on having the lease agreements executed by all parties.

• Experimental Aircraft Association A-435 – Lease for office space has been prepared and approved by Counsel. RESD to submit to tenant after initial posting as required by Policy.

• Southern California Dairy Equipment – Negotiation several different agreements for space located in Building A-320. RESD has to post prior to finalizing the agreements. Posting has expired and RESD is proceeding with executing a lease for Southern Counties Herd as of 6/11/2020.

• Pacific States Systems – A-340 – Short term lease being executed tp extend lease. RESD to post prior to executing lease agreement.

• Chino Aviation A-340 – RESD preparing new lease for tenant to continue occupying the facilities. RESD to post prior to moving forward with execution of a new agreement. Posting has occurred and RESD is preparing a new lease extension for Chino Aviation for A-340.

• Navion Customs B-350 – RESD preparing new lease for existing tenant. RESD to post prior to proceeding with lease execution. Posting completed and RESD is preparing a new lease for tenant extending the term.
## Budget Report FY 20/21 Summary (ALL Airports)

**Thursday, February 18, 2021**

<table>
<thead>
<tr>
<th>Appropriations</th>
<th>Budget</th>
<th>Expended/Received</th>
<th>% Expended/Received</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>200-Services &amp; Supplies-General</td>
<td>$4,834,626.00</td>
<td>$2,469,268</td>
<td>51%</td>
<td></td>
</tr>
<tr>
<td>241-Central Services</td>
<td>$69,768.00</td>
<td>$14,977</td>
<td>21%</td>
<td></td>
</tr>
<tr>
<td>294-Training/Travel</td>
<td>$56,950.00</td>
<td>$3,379</td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>530-Other Indian Uses-Operating Trsf Out</td>
<td>$11,620,030.00</td>
<td>$1,107,590</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>540-Intra Entity Reimbursement Out</td>
<td>$1,044,598.00</td>
<td>$9,254</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>541-Intra Entity Reimbursement In</td>
<td>$702,141.00</td>
<td>(151,213)</td>
<td>-22%</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>$18,328,063.00</strong></td>
<td><strong>$3,451,254</strong></td>
<td><strong>19%</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Budget</th>
<th>Expended/Received</th>
<th>% Expended/Received</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Tax</td>
<td>$2,280,728.00</td>
<td>$2,372,308</td>
<td>104%</td>
<td></td>
</tr>
<tr>
<td>010-Licenses, Permits, &amp; Franchises</td>
<td>$37,000.00</td>
<td>$24,552</td>
<td>66%</td>
<td></td>
</tr>
<tr>
<td>030-Revenue From Use of Money &amp; Property</td>
<td>$3,076,488.00</td>
<td>$2,010,594</td>
<td>65%</td>
<td></td>
</tr>
<tr>
<td>070-Charges for Current Services</td>
<td>$90,000.00</td>
<td>$52,474</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>07f-Charges for Current Services-Fee Ord</td>
<td>$1,752,851.00</td>
<td>$1,330,947</td>
<td>76%</td>
<td></td>
</tr>
<tr>
<td>080-Other Revenues</td>
<td>$45,100.00</td>
<td>$6,725</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td><strong>$7,282,167.00</strong></td>
<td><strong>5,797,500.9</strong></td>
<td><strong>80%</strong></td>
<td></td>
</tr>
</tbody>
</table>
COVID-19 UPDATE

- One employee, currently teleworking has tested positive for COVID-19. No impact to administration staff or operations.
- All Maintenance Worker staff are back to work.

ADMIN

- Attend weekly COVID-19 County Administration Coordinating Call.
- Recruitments are in place for the Maintenance Worker I and II classifications.
- CNO Airport Manager interviews continue with second interviews and HR/Benefits meeting.

CHINO

- Painting of enhanced lead in lines and on pavement markings completed January 28, 2021.
- Painting of hold bar location markings commenced February 9, 2021.
- Participated review of RFP submittals for the Perimeter Beautification and Branding Plan.
- Coordination meetings with the City and County continue for the Kimball Avenue Drainage project.
- Construction of Grove Channel and Remington drainage continues. Merrill Avenue will be closed from Flight to Grove from February 17 – June 30, 2021.

DESERT AIRPORTS

- TNP – high winds damaged the hangar door of the FBO hangar. Staff were out February 16, 2021 to assess and repair.
- TNP – Caltrans 5010 Inspection received. Staff will begin asphalt patch and runway center line painting when Chino is completed, approximately March 16, 2021
- EED – Caltrans 5010 Inspection received. Staff will begin asphalt patch and runway center line painting after TNP is completed.
- DAG – high winds damaged the roof line of the nose dock. Staff have cleaned up debris and will begin preparing scope of work for repair.
DATE: February 16, 2021

FROM: ADRIANNA ORTIZ, Airport Planner
Department of Airports

TO: JAMES E. JENKINS, Director
Department of Airports

MAUREEN A. SNELGROVE, Assistant Director
Department of Airports

SUBJECT: MONTHLY REPORT, FEBRUARY 2021

ADMIN
→ Attend monthly FAA Conference call to discuss Chino Airport Action Items
→ Provide administrative support during COVID-19 staffing challenges.

CHINO
→ Coordinate removal of Abandoned Underground Storage Tank (UST) *Complete
→ Participate in biweekly meetings for Chino Desalter Project
→ Work with City of Chino and developers to review FAA NOTAMS, easements, construction, and access to airport property for ongoing and proposed projects.
   ○ FedEx Project (bi-weekly meetings)
   ○ REDA Project
   ○ Altitude Business Center
→ Work with contractors, FAA, City of Chino, City of Ontario, County departments, and developers to support the completion of the grove channel improvements.

DESERT AIRPORTS
→ Coordinate removal of Abandoned Underground Storage Tank (UST) *Scheduled
→ Continued Environmental compliance support

APPLE VALLEY
→ Continued Environmental compliance support