

AGENDA
AIRPORTS COMMISSION -- SAN BERNARDINO COUNTY

August 22, 2019, 10:00 A.M.

Chino Airport
THRESHOLD AVIATION
8354 Kimball Avenue
Chino, CA 91710

1. Call To Order – *Chairman James Bagley*

Larry Asmus, Valley At Large, Vice Chair	_____
Jim Bagley, Desert at Large, Chair	_____
Christine Canepa, Second District	_____
William Smith, Third District	_____
Ray M. Marquez, Fourth District	_____
Roy C. Cox, Fifth District	_____
Joseph Fitzgerald, First District	_____

2. Pledge of Allegiance

3. Report on Posting of the Agenda

4. Awards, Guest Introductions and Announcements

5. Action Item: Approval of Commission Meeting Minutes, June 27, 2019

Motion:

Second:

6. Action Item: Review and Recommendation on the Apple Valley Airport Café

Motion:

Second:

7. Commissioner’s Reports/Comments

8. Public Comments

Visitors are requested to make comments or ask questions only on those items not identified in the agenda.

If there are questions concerning an agenda item, please wait until that item comes before the Commission. There is a 5-minute time limit per visitor.

9. **Information Item:** Apple Valley Airshow Dedication
The proposed dedication for the 2019 airshow to be held on October 12, 2019 would honor Captain Joseph McConnell, the first triple jet ace in American history and a national hero during the Korean War with very close ties to the High Desert, as well as Korean War veterans.
10. **Information Item:** Discuss Planning Commission Meeting Conflicts
11. **Information Item:** Kimball Avenue Traffic Patterns
12. **Information Item:** Daggett Solar Facility Project
Conditional Use Permit to construct and operate a utility-scale photovoltaic solar energy installation that would produce up to 650 mw of energy with up to 450 mw of battery storage on approximately 3,500 acres; Tentative Parcel Map to create 4 parcels; Major Variance to exceed established height limit.
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 Place of Next Meeting:** September 26, 2019, 10:00 a.m. – Apple Valley Airport
21600 Corwin Road—Apple Valley, CA 92307
15. **Adjournment**

THE MEETING FACILITY IS ACCESSIBLE TO PERSONS WITH DISABILITIES. 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
JUNE 27 2019.**

The meeting of the San Bernardino County Airports Commission was called to order at 10:00 a.m. by Commissioner Jim Bagley. Meeting location: Department of Airports, 777 East Rialto Avenue San Bernardino, Ca 92415.

Commission Members Present:

Jim Bagley, Desert at Large, Chair
Joseph Fitzgerald, First District
Christine Canepa, Second District
William Smith, Third District
Ray Marquez, Fourth District
Roy Cox, Fifth District
Larry Asmus, Valley at Large, Vice Chair

Commission Members Absent:**Staff Present:**

Diana Alexander, Deputy Executive Officer
James E. Jenkins, Director
Maureen A. Snelgrove, Assistant Director
Nicole Leyden, Secretary
Agnes Cheng
Luke Wooley

Department of Airports
Department of Airports
Department of Airports
Department of Airports
County Counsel
County Counsel

Visitors Present:

Bob Dutton,
Erik Endler
Chris Wilhite
Daniel Sanchez
Bob Velker
Doug Crowther
Carl Scholl
Chuck McCormick
Deana Olivares- Lambert
Joe & Pat Yancey
Randy Jepson
Jerry Wilkins
Win Williams
Jackson Lennon

Assessor's Office
Assessor's Office
Assessor's Office
Assessor's Office
Chino Development League
Threshold Aviation
Aero Trader
Mead & Hunt
The 20/20 Network
Yancey Enterprises
Peter's Jepson Partnership
Planes of Fame
Guest
Guest

Pledge of Allegiance

Led by Commissioner Bagley.

Report on Posting of Agenda:

Mr. Jenkins stated that the agenda had been posted as required.

Awards, Guest Introductions and Announcements:

Guests introduced themselves.

Action Item - Approval of Commission Meeting Minutes, April 25, 2019

Moved by Commissioner Smith seconded by Commissioner Bagley. The item passed unanimously to approve the commission meeting minutes from April 25, 2019.

Commissioner Reports/Comments

Commissioners welcomed Commissioner Joseph Fitzgerald.

Public Comments

Mr. Lennon spoke of his apprenticeship with Bob Velker and his outreach to neighboring high schools to introduce them to aviation.

Mr. Velker added that he has given several successful tours of the airport to high school students. He would like to see the County do more outreach to young people.

Mr. Velker gave an update on the Chino Development League and said that they are moving forward on their project. He also pointed out that the City of Chino is in the process of finishing the center divider on Kimball Ave., but the completion to their design has restricted the access in and out of the parking lot serving the commercial hangars on the airport. The traffic can no longer make a left turn from the east bound lane on Kimball and this will be a problem especially for large trucks.

Commissioner Bagley asked that this be put on the August Commission Agenda so this may be discussed.

Mr. Williams said that he is in the process of trying to get his hangar moved from Bracket Airport to Chino Airport. He attended the Los Angeles County Commission meeting a day prior to request a hangar there for the time being.

Mr. Scholl expressed his appreciation for the repaving of Corsair Dr. and the entrance off of Merrill Ave. and the new gate system requiring a gate card to exit. He said both were significant improvements.

Information Item: Record of Discussion from May 23, 2019 non-quorum meeting
No action required.

Information Item – Presentation by Assessor Bob Dutton – “Possessory Interest”

Mr. Dutton gave a brief presentation on the Assessor’s office.

The San Bernardino County Assessor’s (ATC) office has a statutory requirement to locate and identify all taxable properties and to establish the assessed evaluation of all properties in San Bernardino County. The ATC then submits an annual assessment role to the State by July 1st and completes three submittals during the year. It is reviewed by the Auditor who then forwards it to the Tax Collector.

The ATC covers over 20,000 square miles, over 800,000 parcels, have 65 members of the appraisal staff and 7 district offices.

Assessor Dutton explained that Taxable Possessory Interest is defined as a private interest in or private possession of publicly owned real property. Municipal properties and federally owned land is tax exempt, but when these entities enter into a contract with the private sector it then becomes a possessory interest and subject to property tax laws.

Information Item – Chino Airshow 2019 Update

Mr. Wilkins gave an update on the Chino Airshow. Attendance was approximately 30,000 including 1,500 tenants, 5,000 youths under 18 yrs. old and people from 23 different countries. Revenue was 3 ½ - 5% lower and expenses increased at 15% this year. Fifty-three percent of the attendance were people ages 30-50 with 54% males, and 62% families with children. Only three people transported to the hospital for medical attention. Mr. Wilkins thanked the County

for all of their assistance.

Director's Reports

Capital Improvement Program

Mr. Jenkins shared that the Capital Improvement Program meeting was held the prior day and he received a comprehensive update.

- CHINO
 - The Storm-Water Conveyance and Retention Basin Project at Chino Airport. The Department is undertaking this with the City of Chino regarding a wastewater quality management plan update, which is a component of the project. The County agreed with the City of Chino that the State Water Resources Board will serve as a referee for our entities. The City and the County are both signatory parties of what is called a Municipal Storm Water Permit Program. The City of Chino would like the county to enter into an agreement with them to ensure that we are complying with the elements with the Municipal Permit. The County will enter into an agreement to enable the City of Chino to checklist the City's required elements so that the City can demonstrate to the state that the airport is in compliance with its Waste Water Quality Management Plan. The County is establishing an MOU with the City of Chino.
 - The Storm Water Conveyance structure at Chino Airport is 75% completed. There are issues with the structure to cross Kimball Ave. It will require the temporary closure of Kimball Ave. Also, it was discovered that some utilities will have be re-located. The main element for initiating this project was mitigated by an emergency project completed by the City of Chino. They installed a surface storm water conveyance which is a structure in Kimball Ave. that conveys water from Kimball Ave. into County basins.
 - There is a four million dollar grant for Chino Airport hotspots. The Department is moving forward on the Disadvantaged Business Enterprise Program (DBE) portion. The DBE program will be in place by fall this year and construction in the spring next year.
 - A couple of roofs will be rehabilitated and rain gutter improvements will be completed at Chino Airport. Construction will begin by spring on the administrative office and mail center project.
- APPLE VALLEY AIRPORT
 - Updated appraisals are being done on the property at Apple Valley Airport for drainage improvement basins. Eighteen acres of property will be purchased by spring next year with the basin being constructed within about two years from the purchase.

Board of Supervisors Activity

Mr. Jenkins briefed the commission on an item that went before the Board.

In 2005-2006 Inland Valley Aviation went into default with their payments to the Department. They have since competed the payment program and have paid back the county. They were approved to advance in their lease agreement.

Real Estate

Mr. Jenkins asked Mr. Yancey to give an update regarding his hangar.

Mr. Yancey stated that there were still some issues with the City of Rialto. Progress is being made on other items.

A new solicitation will be open to the public the following weekend for the café at Apple Valley Airport. There are five interested parties and the Department will be evaluating their proposals once they are received.

The entity which won the solicitation for Hangar B295 at Chino Airport originally had issues entering into an agreement with the Department. Once negotiations have been completed and an agreement executed it will go to the Board for consideration.

Financial Report

The Department is currently at 99% of the year. Total expenditures is 88% and revenues at 104%.

Monthly Reports

Ms. Snelgrove presented her monthly report:

Admin

Attended FAA Conference in Torrance for the DBE (Disadvantaged Business Enterprise) presentations.

As Department Emergency Coordinator attended SHOC exercise for emergency operations.

Attended the County Future Leader Series - presentations by different individuals for developing staff.

Presented at the Women in Transportation Inland Empire Chapter.

Update on Department staff:

Interviewing 12 candidates for the Maintenance Worker I position for the Desert Airports and Chino.

The person hired as Department Planner is currently in their background checking process and will most likely start at the end of summer.

Recruitment for Apple Valley Airport Manager and for Maintenance Worker II closes at the end of the week.

The Maintenance Supervisor for Chino Airport has retired and Mr. Henry Martinez has transitioned into his position.

Chino

CBRE Kick-Off meeting for the Chino Specific Master Planning project.

Tour for County Library staff who are preparing a Chino history project for the Chino Library.

FAA monthly visits - Chino Airport staff has been working diligently to improve all the

markings and signage on the runways.

Desert Airports

No update.

Apple Valley Airport

The Apple Valley Airshow is on a Board Agenda item scheduled for July 9th. It will be a multi-year item for consideration to have the airshow approved for 3 years.

Chino Airport Operations

The current count is 64,000 operations. If it continues at the same trend it will total to about 190,000 by the end of the year. Chino operations have been cycling up and down between 170,000 and 190,000 a year for the past decade. Fuel flow, although has not changed and has remained at 1.3 million gallons for the past seven years.

Miscellaneous

There is a study currently underway for the highest and best use analysis for Chino Airport. It is part of the effort to restart the Master Plan Review and Update. This will show the numbers and forecast for the Chino Airport Master Plan. This process will take about a year and will be completed approximately in August 2020.

The Department extended the contract with 20/20 Network and also with all on-call engineering firms.

The Planes of Fame has requested a multi-year consideration for the Chino Airshow. They will be requesting a 5-year consideration.

Date, Time and Place of Next Meeting

The next meeting will be held on Thursday, August 22, 2019 at 10:00 a.m. – Chino Airport – 7000 Merrill Avenue, Chino, Ca

Adjournment: Meeting was adjourned by Commissioner Bagley at 11:35 am.

Respectfully submitted,

Jim Bagley
Airports Commission

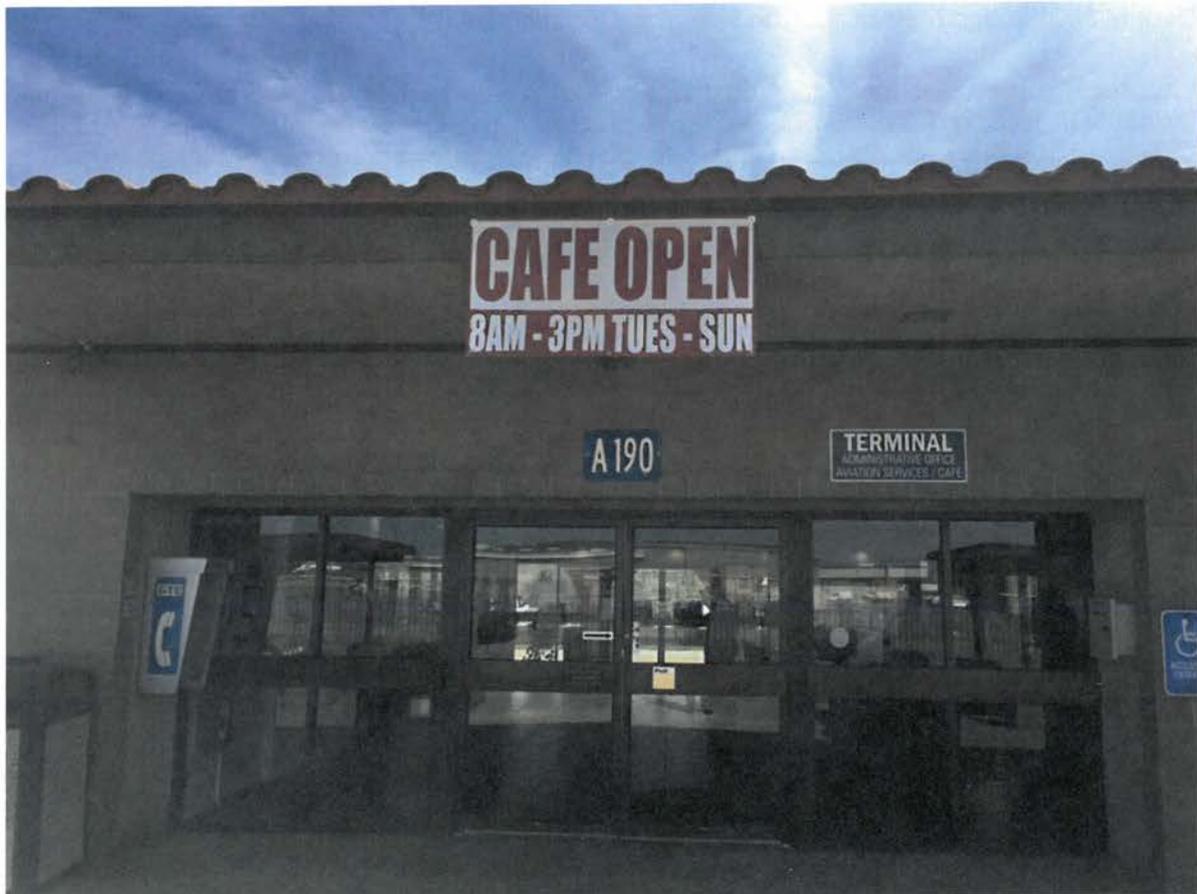
James E. Jenkins, Director
Department of Airports

Nicole Leyden, Secretary I
Department of Airports

PROPOSAL FOR

DEPARTMENT OF AIRPORTS/DISTRICT SOP:
HANGAR A-190, APPLE VALLEY AIRPORT

COUNTY OF SAN BERNARDINO | AUGUST 2, 2019



PREPARED BY

PAMELA SPAGNUOLO
PAMSPAGS@GMAIL.COM
(760) 221-5688

LETTER OF TRANSMITTAL

August 2, 2019

County of San Bernardino
Real Estate Services
Attn: Mr. Steve Mintle
385 N. Arrowhead Ave., 3rd Floor
San Bernardino, CA 92415-0180

Dear Mr. Mintle and Members of the Selection Committee:

I appreciate the opportunity to submit a proposal in response to the Department of Airports/ District SOP to operate the Apple Valley Airport café (Hangar A-190). I am impressed by the County of San Bernardino's commitment to provide airport patrons and local residents with an amenity that will provide quality food and a casual community gathering space, and would be honored to partner with the County on this endeavor to create a welcoming, friendly restaurant with affordable prices and a variety of menu offerings.

My family team blends local market expertise and extensive experience in restaurant management and operations, marketing and communications, and knowledge of public agency policies and processes that would ensure our success and longevity operating the Apple Valley Airport Café. I bring decades of restaurant and food service experience as an entrepreneur with two successful restaurants under my belt, including The Aviator Café located at the Hesperia Airport. We opened The Aviator in December 2016 and have seen great success with a strong customer base and annual sales that have steadily increased. The Aviator Café and bar is a popular place, evidenced by our outstanding online reviews (Google: 4.5 stars overall rating with 189 reviews; Facebook: 4.8 stars overall rating with 60 reviews; Yelp: 4.0 stars overall rating with 97 reviews).

I, personally, would oversee the overall management and day to day operations of the Apple Valley Airport café – which we would call *The Little Aviator Café* – including marketing and advertising, staffing/human resources, and all business and accounting functions, and I would be the County's primary point of contact. I would have a small team of daytime staff to serve customers and that team could be supplemented with staff from my other restaurant to provide coverage for large events and other special occasions.

This proposal shall remain valid for a period of not less than ninety (90) days from the due date for proposals, August 2, 2019. I appreciate your consideration of our team to lead this important effort to operate a café that meets the needs of airport patrons and the local community and aligns with the County's values and vision for the Apple Valley Airport. Please do not hesitate to contact me at (760) 221-5688 or by email at pamspags@gmail.com if you have any questions or if I can provide any additional information during the review process. I look forward to hearing from you.

Sincerely,


Pamela Spagnuolo

TABLE OF CONTENTS

BUSINESS RESUME: Experience and Qualifications	Page 1
BUSINESS RESUME: References	Page 2
BUSINESS PROPOSAL DESCRIPTION: The Little Aviator Café	Page 3
CONSIDERATION TO DISTRICT: Compensation.....	Page 5
APPENDIX A: Resumes	Page 6
APPENDIX B: Letters of Recommendation	Page 11
APPENDIX C: Menu Sample	Page 14

BUSINESS RESUME | EXPERIENCE + QUALIFICATIONS

PAMELA SPAGNUOLO – PRINCIPAL + OWNER/OPERATOR

Pamela Spagnuolo is currently the principal and co-owner of The Aviator Café located at the Hesperia Airport at 7070 Summit Valley Road, Hesperia, CA 92345. The Aviator Café serves a variety of breakfast and lunch menu offerings with attentive service and in a warm and friendly atmosphere. Since its opening in December 2016, The Aviator Café has been very successful with consistent sales and annual revenues that have increased continuously and steadily. It serves the local High Desert community as well as air traffic and passersby. Frequently groups of pilots and aviation clubs meet at The Aviator from all over the Southern California region and beyond to share a meal, catch up with old friends, or hold meetings.

Prior to opening the Aviator Café, Pamela had a long tenure as Food Service Manager for The GEO Group, a private operator of correctional institutions. She also owned and operated a successful fast-food restaurant, which was sold after being in business for more than a decade. Her broad experience and vast knowledge of efficient restaurant operations provide a strong foundation for success.

Lastly, Pamela has sound personal and professional finances and invested \$150K into renovating and improving The Aviator Café facility before opening. While it is expected that the café at the Apple Valley Airport – The Little Aviator Café – will be profitable within a few months of the grand opening, owning another restaurant that is larger, well-established, and very successful provides some ability to withstand business fluctuations and cash flow challenges.

MELISSA SPAGNUOLO – BUSINESS CONSULTANT

Melissa Spagnuolo is a driven and resourceful business consultant with extensive public sector experience with a variety of government agencies and special expertise in community engagement and outreach, marketing and communications, project management, and capital improvements. Melissa will advise on marketing strategies and outreach to the aviation community and local residents to drive business to The Little Aviator and to ensure food offerings and price points are congruent with customer preferences. She will also advise on efficient business practices and sustainability.

[RESUMES FOR THESE CORE TEAM MEMBERS ARE AVAILABLE IN APPENDIX A.]

BUSINESS RESUME | REFERENCES

PROFESSIONAL REFERENCES

KELLIE ELLIOTT – MARKETING ASSOCIATE, SYSCO FOODS
elliott.kellie@rs.sysco.com | (760) 684-5591

JUNE LONG – DIRECTOR OF CORPORATE FOOD SERVICE OPERATIONS, THE GEO GROUP
jlong@geogroup.com | (940) 393-2786

PERSONAL REFERENCE

MICHAEL BLACK – RETIRED COMMANDER, APPLE VALLEY CHP HELICOPTER DIVISION
hdmadtazz@yahoo.com | (760) 954-1236

[PLEASE SEE LETTERS OF RECOMMENDATION IN APPENDIX B.]

PROPOSAL DESCRIPTION | THE LITTLE AVIATOR CAFÉ

I. PROPOSED ENTERPRISE AND PROPOSER

The Little Aviator Café is being proposed by Pamela Spagnuolo.

II. DESCRIPTION OF THE PROPOSED USE OF THE SPACE

The space would be used as a casual family restaurant, The Little Aviator Café, serving a variety of affordable breakfast and lunch options. Meetings and private parties and events would also be accommodated to the extent possible. The menu would be similar to that of The Aviator Café (see Appendix C) but with a more focused selection and a price point of approximately 5-10% less per item. Alcohol would not be served.

In addition to the owner/operator, The Little Aviator Café would employ approximately five part-time staff members. Additional staff from The Aviator Café could be made available to provide supplemental support during special events at the Apple Valley Airport.

III. DESCRIPTION OF THE ANTICIPATED CONSTRUCTION MODIFICATIONS RELATED TO THE USE, AND RELATED BUDGET TO FINANCE THE MODIFICATIONS

No facility modifications will be necessary to commence operations of The Little Aviator Café. Should any future facility or maintenance improvements be needed, a proposed plan would be submitted in order of priority with approximate costs and a reasonable timeline for when each improvement would be completed.

The proposer understands that future modifications to the space would be required to comply with current Town of Apple Valley Building and Safety Code Ordinances and any other applicable governmental and regulatory requirements and must be approved in writing by the District. The proposer understands The Little Aviator Café would be responsible for all costs associated with such modifications/improvements to the existing space and all necessary permits and proofs of insurance coverage would need to be obtained and be in full force and effect before any improvement work could begin.

IV. HOURS OF OPERATION

The Little Aviator Café would operate from 7:00am to 2:00pm daily with extended hours periodically to accommodate special events and private parties or meetings. The restaurant would operate seven days per week, excepting annual holiday closures on New Year's Day, Independence Day, Thanksgiving Day, and Christmas Day.

V. ANY ANTICIPATED ENHANCEMENT OF THE SITE AESTHETICS

No major enhancements to the site aesthetics will be necessary to commence operations of The Little Aviator Café. Only very minor changes will be made before opening, such as replacing some of the larger tables with smaller ones to increase flexibility of the space.

VI. REQUESTED LEASE PROVISIONS FOR CONSIDERATION IN THE FINAL LEASE AGREEMENT

The proposer would like to request expeditious lease execution to ensure operations could commence prior to the Apple Valley Airshow event on October 12, 2019. The Little Aviator Café would provide an affordable dining option to event attendees and the event would provide significant exposure to the café that would be highly beneficial to the newly-opened business.

The proposer would also like to request permission to periodically advertise the café by installing window signage or window decorations/painting (non-permanent). Sample window artwork or signage designs would be provided to the District in advance of installation for review and approval.

CONSIDERATION TO DISTRICT | COMPENSATION

MINIMUM MONTHLY COMPENSATION

The proposer proposes the following minimum monthly compensation for the area known as A-190 Rooms:

Room 7 – Food Storage (140 sf)	\$ 42.00
Room 8 – Office (67 sf)	\$ 51.00
Room 11 – Café (1,168 sf)	\$ 350.00
Subtotal	\$ 443.00 monthly
Water + Sewer (\$47.00 each)	\$ 94.00
Total Monthly Compensation	\$ 537.00 monthly

All utilities shall be paid by the proposer. The proposer understands that the current water and sewer charges are each \$47.00 per month but that these charges are determined and set by a fee ordinance and are subject to change.

ADDITIONAL COMPENSATION

In addition to the minimum monthly compensation described above, if gross sales from all sources at the leased space exceed \$7,500 per quarter, the District shall receive three percent (3%) of quarterly gross sales. However, if said gross sales exceed \$12,500 a quarter, the District shall instead receive five percent (5%) of quarterly gross sales in addition to the minimum compensation.

The proposer agrees to submit quarterly statements to the District showing quarterly gross sales and the District's share as compensation, with supporting documentation and the quarterly fee due. The proposer understands the District shall have the right to audit the proposer's books.

FORMER COUNTY OR DISTRICT OFFICIALS

There will be no current or former District or County of San Bernardino administrative officials (as defined in the SOP) employed by or representing the proposer's business.

APPENDIX A | RESUMES

- Responsible for supervision of hired staff and inmate workers, and overall department safety

11/2005 – 03/2008 Taylor Distributing: Pepperidge Farm Apple Valley, CA

Distributor

- Managed inventory and product line of 16 grocery and retail stores
- Merchandising, sales, and promotion of product line to meet company goals and sales projections
- Worked closely with store managers to achieve store and sales objectives

9/2004 – 9/2005 Geo Group, Inc. – Desert View Correctional Facility Adelanto, CA

Food Service Manager

- Responsible for the overall successful operations of an institutional kitchen
- Supervised staff and inmates; employee recruitment and disciplinary measures
- Ensured kitchen compliance with all Public Health and Safety codes and regulations
- Completed orders for all food and supplies as well as inventory control
- Responsible for Food Service Department’s adherence to the annual budget

1997 – 2004 Graham Equipment Victorville, CA

Office Manager

- Responsible for all aspects of records management, including setting and adhering to records retention schedules
- Accounts payable and receivable management. Responsible for all records keeping including DMV, HR, Accounts Payable and Receivables, and property taxes
- Completed payroll, Worker’s Compensation and state tax forms, managed company’s human resources

1996 – 1997 Partin Limestone Lucerne Valley, CA

Office Manager

- Responsible for the organization and management of all records, including Bills of Lading, accounts payable and receivables, Human Resources records, and payroll.

1988 – 1996 Pop’s n Pam’s Lucerne Valley, CA

Owner

- Responsible for restaurant operations and maintenance
- Budgeting and financial management
- Supervising employees; human resources
- Ordering of food and supplies, portion control, and inventory control
- Operated a successful catering division in addition to regular restaurant operations

Volunteer Experience

-
- 1999 – 2004 San Bernardino County Fair Cattle Drive
 - Assembled and supervised kitchen crew to provide approximately 1500 meals over three days to participants of the annual cattle drive.
 - 1986 - 1990 San Bernardino County Sheriff’s Department Crime Prevention and Public Affairs
 - Helped teach and promote various crime prevention and public affairs programs
 - 1983 – 1986 Colton Police Department
 - Reserve Police Officer

Education

-
- 1974 – 1976 Chaffey College General Education Rancho Cucamonga, CA
 - 1972 – 1975 Alta Loma High School High School Diploma Rancho Cucamonga, CA

Melissa Spagnuolo

1154 S. Barrington Ave. #211, Los Angeles, CA 90049 • (310) 503-4203 cell • melissaspags@gmail.com

Summary: Driven, resourceful, and self-motivated professional with 10+ years of experience overseeing a dynamic range of responsibilities in both the private sector and with government agencies; manage projects varying in size from small tenant improvements to multi-million dollar, high-profile municipal capital projects; advocate for support from appointed and elected officials, the community, and other stakeholders; lead and manage direct reports while ensuring the timely and fiscally responsible completion of projects and programmatic initiatives.

Work History

City of Santa Monica, Principal Analyst, Community & Cultural Services (CCS)

January 2014 – Present

Responsibilities:

- *Project Management:* Department lead on all capital improvement projects (budgets range from \$500K-30 million), including duties such as: issue RFPs and select consultants; oversee and provide input on all phases of each project from design through construction; coordinate community outreach (attend neighborhood organization meetings, organize community workshops and events, oversee communications through website updates, email blasts, social media posts, and press releases); complete grant applications to secure external funding; compose technical reports and present projects to various boards, commissions, and the City Council for approval; and work closely with an interdepartmental team to ensure each project is completed on time and within budget.
- *Department Leadership:* Supervise three full-time employees; provide support to the department director; lead strategic initiatives; oversee progress towards performance improvement data metrics; serve as an intermediary between the department and executive leadership, elected officials, and interdepartmental staff; and provide guidance to division managers on issues such as staffing, budget, and community relations.
- *Budget Management:* Oversee a \$37 million department operating budget; supervise division budget analysts; monitor department revenues and expenditures throughout the fiscal year; complete midyear and year-end budget reports; and provide regular budget updates and presentations to stakeholders.

UCLA, Principal Analyst, Academic Senate

March 2012 – January 2014

Responsibilities:

- *Program Management:* Managed program initiatives for the faculty governance oversight of undergraduate education and admissions; staffed several of the Academic Senate's governance committees including the Undergraduate Council, Committee on Undergraduate Admissions and Relations with Schools, and Committee on International Education; collaborated with the UC Office of the President and other UC campuses on policy changes and initiatives; performed extensive policy and legislative research to make recommendations to faculty senate members regarding proposed programmatic changes.
- *Supervisory Role:* Supervised one full-time staff member and two student assistants, including recruiting, interviewing, hiring, performance management/coaching, and career development.

California State University, San Bernardino, Confidential Analyst, Administration & Finance
February 2009 – February 2012

Responsibilities:

- *Leadership Role:* Chief of Staff to the Vice President for Administration and Finance/CFO; was responsible for managing confidential projects with respect to state initiatives, audits, and sensitive personnel matters; represented the Vice President at public meetings and community events; oversaw budget preparation and management; and supervised full and part-time staff members, as well as interns and student assistants.
- *Quality Improvement Facilitator:* Facilitated quality improvement workshops to help departments identify opportunities for improvement and develop action plans to implement necessary change; incorporated LEAN concepts, process-mapping, performance metrics, and other quality improvement techniques to help isolate and resolve issues; met with departments regularly to ensure progress and assist with further problem-solving.
- *Training and Development:* Created and facilitated various staff development training courses on topics such as customer service, diversity, time management, and project management.

Charter Communications, Project Coordinator, West Division Engineering
November 2006 – December 2008

Responsibilities:

- *Project Management:* Worked as an independent contractor for the West Division Engineering department; assisted the Director of Project Management and multiple project managers with project coordination and execution.
- *Budget/Financial Analysis:* Responsible for all financial aspects of over 200+ annual cable projects, including budgeting, monitoring project spending and progress, and regularly completing various financial analyses, studies, and reports to recommend a course of action to management.

Education

Master of Business Administration - Entrepreneurship; CSU San Bernardino (2008)
Bachelor of Arts, Political Science; University of California, Irvine (2004)

APPENDIX B | LETTERS OF RECOMMENDATION

July 26, 2019

County of San Bernardino
Real Estate Services
385 N. Arrowhead Ave
Third Floor
San Bernardino, CA 92415-0180

Re: SOP Apple Valley Airport Café

To Whom It May Concern:

I am writing this reference letter on behalf of Pam Spagnuolo, owner of The Aviator Café. I have known Pam in a professional capacity for 16 years and highly recommend her as a business owner and restaurant operator. I am a marketing associate for Sysco Foods and first met Pam when she was the Food Service Manager for the Geo Group. I witnessed the way she transformed the inefficient and mismanaged kitchen at Desert View, a California Department of Corrections and Rehabilitation (CDCR) facility, to an organized, efficient and meticulously budgeted food service operation. She later transformed the food services operations at several other CDCR and Federal Bureau of Prisons facilities.

When Pam and her daughter, Sarah, signed the lease for what is now The Aviator Café, they assumed responsibility for refurbishing a building that needed extensive work to restore it from a previous restaurateur's operations that left the facility in deplorable condition. They worked day and night to renovate the restaurant, spending tens of thousands of dollars to make it operable. Their dedication and determination to succeed was admirable and it has paid off. The Aviator Café is now thriving and has a strong reputation in the restaurant industry and an excellent credit rating with Sysco Foods. Both are testaments to Pam's capabilities as a restaurant owner and operator.

Pam is involved in all day to day decisions and operations at The Aviator Café and exhibits strong management skills. She is well-liked by both customers and suppliers and has positive relationships with her staff. I am confident she possesses the skills and experience needed to do something others have not been able to do - open and operate a self-sustaining and successful café at the Apple Valley Airport and provide stability and longevity at that location. I wholeheartedly recommend Pam and The Aviator Café for this proposal and believe the County of San Bernardino would be hard-pressed to find someone more capable or qualified.

Please contact me at Elliott.kellie@rs.sysco.com if you have questions or if I can provide any additional information.

Sincerely,



Kellie Elliott
Marketing Associate
Sysco Foods

County of San Bernardino
Real Estate Services
385 N. Arrowhead Ave
Third Floor
San Bernardino, CA 92415-0180

Re: SOP Apple Valley Airport Café

July 30, 2019

To Whom It May Concern:

I have known Pam Spagnuolo for more than 35 years when she and I were colleagues at Bob's Big Boy in the early stages of our careers. I remember Pam earned Outstanding Service Award from the corporate office at that time, which was nearly impossible to achieve. Pam left her employment at Bob's Big Boy to open her first restaurant and I was a regular customer there when I become a California Highway Patrolman. Although these instances date back many years, Pam and I have remained close friends and I can attest to the fact that her passion continues to be serving others.

I am now a regular customer at her café at the Hesperia Airport and have witnessed firsthand the transformation and growth of that business. Despite the fact that the Hesperia Airport does not sell fuel, pilots regularly fly in just to eat at The Aviator Café. This is a testament to Pam's friendly, welcoming demeanor, her emphasis on excellent customer service, and her strong restaurant management skills.

Furthermore, Pam has a stellar reputation for being an upstanding business owner with strong moral character and dedication to her community. She values giving back and regularly sponsors youth sports teams and assists local non-profit organizations by providing free meeting space and other discounts when possible.

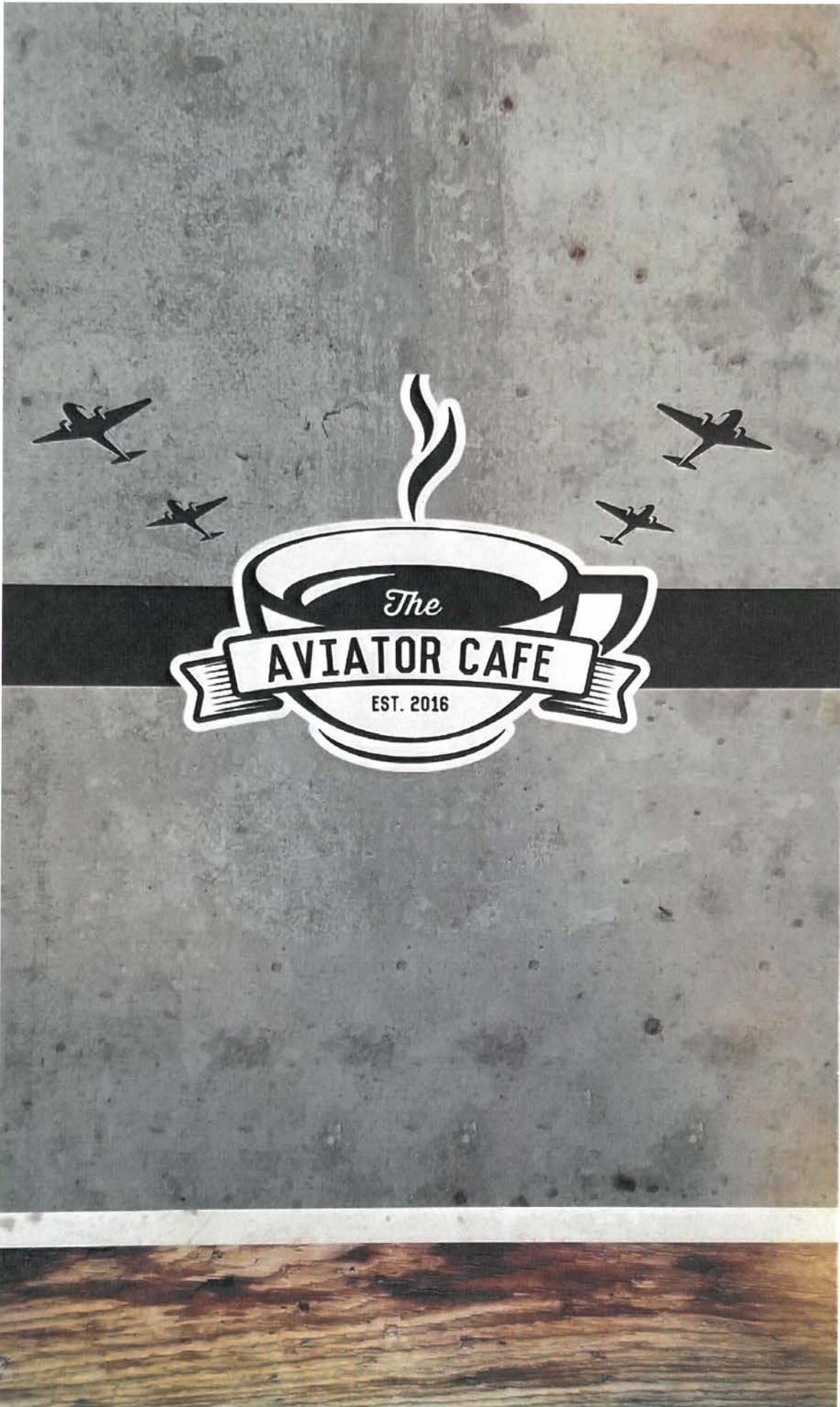
I have no doubt that Pam would be successful in bringing a long-lasting and popular business to the Apple Valley Airport. As a retired commander of the Apple Valley CHP Helicopter Division, I can assure you her café would be a welcome asset to the Apple Valley Airport.

Regards,



Michael Black
760-954-1236
hdmadtazz@yahoo.com

APPENDIX C | MENU SAMPLE



EGGS & POTATOES

Hashbrowns, choice of toast, or biscuit and gravy. Substitute cottage cheese, sliced tomatoes, or fresh fruit for potatoes. Home fries on request.

2 EGGS ANY STYLE WITH BACON OR SAUSAGE
10.29

PORK CHOPS & EGGS
13.49

HAM STEAK & EGGS
12.79

8oz STEAK & EGGS
14.79

MILLION DOLLAR HASHBROWNS
ring of hashbrowns topped with 2 eggs, bacon bits, green onions, smothered in cheese 11.49

CORNED BEEF HASH
10.49

CHICKEN FRIED STEAK & EGGS
11.99

HOBO SKILLET
Scrambled eggs, home fries, bell peppers, onions, ham, bacon and sausage topped with country gravy and served with toast 11.49

ANGUS BEEF PATTY & EGGS
10.49

BREAKFAST BURRITO
Toast not included with this meal
hashbrowns, scrambled eggs, bacon, sausage or chorizo, cheese, salsa & sour cream 10.49

BREAKFAST QUESADILLA
toast not included with this meal
scrambled eggs, cheese, bacon or sausage, sour cream, salsa 10.49

EGGS BENEDICT
toast not included with this meal 10.49

BISCUIT & GRAVY
half order 3.79 full order 5.79

BISCUITS & GRAVY BREAKFAST
full order of biscuits & gravy and 2 bacon or sausage served on a bed of hashbrowns - 9.49

OMELETTES

Hashbrowns, choice of toast, or biscuit and gravy. Substitute cottage cheese, sliced tomatoes, or fresh fruit for potatoes. Home fries on request.

HAM, BACON OR SAUSAGE & CHEESE OMELETTE
10.29

DENVER OMELETTE
diced ham, bell peppers, onions, & cheese 11.29

CHILI RELLENO OMELETTE
Anaheim chilis & cheese cooked inside, topped with ranchero sauce 12.29

CHILI & CHEESE OMELETTE
11.29

MONSTER OMELETTE
ham, bacon, sausage, cheese, bell pepper, onions 12.29

SPANISH OMELETTE
cheese, avocado, ranchero sauce, sour cream 12.29

GARDEN OMELETTE
avocado, tomatoes, mushrooms, bell peppers, onions, cheese. 12.29

ENCHILADA OMELETTE
shredded beef and cheese 12.29

MEAT LOVERS OMELETTE
ham, bacon, sausage and cheese 12.29

PANCAKES, WAFFLES & FRENCH TOAST

make it a combo with 2 bacon or sausage and 2 eggs for 3.79

PANCAKES
full stack 7.79 short stack 6.49

WAFFLE
7.79

TUTTI FRUTTI PANCAKES OR WAFFLES
Strawberries, blueberries, bananas, whipped cream. 10.79

FRENCH TOAST
6 halves of thick cut bread 8.29 short stack 6.79

STRAWBERRY PANCAKES OR WAFFLES
strawberries & whipped cream 9.49

SALTY SWEET WAFFLE
crispy bacon cooked inside, topped with strawberries and whipped cream 11.49

STARTERS & SIDES

FRIED MOZZARELLA 7.49

ONION RINGS 6.49

FRIES 3.29

SIDE SALAD 4.29

HOT WINGS 7.49

FRIED ZUCCHINI 7.49

POTATO SKINS 7.49

CHICKEN STRIPS & FRIES 8.49

CHILI CHEESE FRIES 7.49

FRIED PICKLES 7.49

SANDWICHES 10.79

Choice of bread and your choice of fries, cup of fruit, cottage cheese or sliced tomatoes.

GRILLED CHEESE · CLASSIC BLT · CLUB · TUNA MELT ·
GRILLED HAM OR BACON AND CHEESE · BLT & AVOCADO ·
GRILLED TURKEY, BACON CHEDDAR CHEESE & TOMATO ·
TURKEY · ROAST BEEF SANDWICH · FRENCH DIP · PATTY MELT ·
· PASTRAMI SANDWICH · CHICKEN SANDWICH

ORTEGA MELT

roast beef, swiss cheese, ortega chilis 10.79

BEER BATTERED FISH & CHIPS

10.79

STEAK SANDWICH ON A FRENCH ROLL, 8oz TOP SIRLOIN

cooked to your liking with mayonnaise, lettuce, tomato-
12.79



SOUPS & SALADS

SIDE SALAD & CUP OF SOUP SERVED WITH GARLIC TOAST

8.49

CUP OF SOUP & HALF SANDWICH

choice of BLT, turkey, ham & cheese or grilled cheese 9.49

POTATO CHEESE SOUP

cup 4.29 bowl 6.29

CHEF SALAD

turkey, ham, cheese, tomato and hard boiled egg. 10.49

TUNA SALAD

10.49

CRISPY OR GRILLED CHICKEN SALAD

chicken, cheese, crumbled bacon, hard boiled egg and
tomato 10.49

CHINESE CHICKEN SALAD

chopped chicken, cabbage, cilantro, crispy chow mein
noodles, raisins and cashews with sesame dressing 10.49

BONELESS SKINLESS CHICKEN BREAST OR ANGUS BEEF PATTY

cottage cheese, hard boiled egg & fruit 11.29

CHILI (served with garlic toast)

Bowl 6.29 Cup 4.79

FRITO PIE

frito's smothered in cheese, chili, jalapenos 9.29

CHILI SIZE

1/3 angus beef patty served open faced on a toasted bun,
topped with chili, cheese, onions. Served with fries 9.79

ANGUS BURGERS

sub a veggie patty at no charge

HAMBURGER

9.29

CHEESEBURGER

10.29

BBQ BACON CHEESEBURGER

Bacon, BBQ sauce, cheese, lettuce, tomato, onion rings
11.29

DOUBLE CHEESEBURGER

11.29

MUSHROOM SWISS BURGER

mayonnaise, lettuce, tomato, mushrooms, swiss cheese
11.29

SENIOR MENU

Dine in only

BACON OR SAUSAGE & EGGS

served with hashbrowns, 1 egg & 2 bacon or sausage and toast 9.29

PANCAKE BREAKFAST

2 pancake, 2 bacon or sausage and 1 egg 8.29

CHICKEN FRIED STEAK 4oz

Served with 2 eggs, hashbrowns and toast 8.79

1/2 SANDWICH WITH FRIES

BLT, turkey, tuna or grilled ham and cheese 8.29

FRENCH TOAST BREAKFAST

2 halves of french toast, 2 bacon or sausage and 1 egg 8.29

OATMEAL & TOAST

6.79

HALF SANDWICH & CUP OF SOUP

BLT, grilled cheese, turkey or tuna with a cup of soup - 8.29

FISH & CHIPS

8.29

SMALL CHEF SALAD

7.29

LITTLE AVIATOR MENU 12 & UNDER PLEASE

Dine in only

served with your choice of fries or a cup of fruit

BREAKFAST BURRITO

6.49

CHICKEN STRIPS

6.49

DOLLAR PANCAKES

1 scrambled egg, 2 bacon or 2 sausage 6.49

GRILLED CHEESE

6.49

HAMBURGER

add cheese \$.50 - 6.49

HOT DOG

6.49

FISH & CHIPS

6.49

CORN DOG

6.49

FRENCH TOAST

1 scrambled egg, 2 bacon or 2 sausage 6.49

2 BACON OR SAUSAGE, 1 EGG, HASHBROWNS & TOAST

6.49

KIDS DRINKS (SORRY NO REFILLS)

MILK
CHOCOLATE MILK
SOFT DRINK
APPLE JUICE

BEVERAGES

COFFEE

HOT CHOCOLATE

SOFT DRINKS

ORANGE OR APPLE JUICE/ SMALL OR
LARGE

CAPPUCCINO

MILK

HERBAL TEA

ICED TEA

MIMOSA

BEER

BLOODY MARY

WINE



Interoffice Memo

DATE: August 16, 2019, 2019

PHONE: 909-387-8810

FROM: JAMES E. JENKINS, Director
Department of Airports

TO: AIRPORTS COMMISSION

SUBJECT: ACTION ITEM : REVIEW AND RECOMMENDATION ON THE APPLE VALLEY AIRPORT CAFÉ

NARRATIVE: As of March 19, 2019 the tenant, 3rd Generation Tacos vacated the 1,200 square foot café in the Apple Valley Airport Terminal building. On June 28, 2019, Real Estate Services Department (RESA) issued a Solicitation of Proposals (SOP) for a new vendor to provide food services; the solicitation was advertised in the Daily Press Newspaper.

The RESA received interest from several food establishments from the High Desert area; one proposal was received from in response to the SOP (see attached).

The existing café operator at Hesperia Airport known as "The Aviator Café" proposes rent requested in the SOP with no deviations from the lease agreement. Ms. Spagnuolo, Principal and Owner/Operator opened the food establishment at Hesperia Airport in December 2016. The proposed use is a casual family restaurant to be named "The Little Aviator Café" serving breakfast and lunch options, no alcohol will be served; operational hours from 7:00 am to 2:00 pm daily.

ACTION: The department is requesting the Commission's review of the Apple Valley Café proposal and make a recommendation regarding approval by the Director.



**SAN BERNARDINO COUNTY
LAND USE SERVICES
PLANNING PROJECT NOTICE**
385 North Arrowhead Avenue, First Floor, San Bernardino, CA 92415-0187

*Airports Dept.
Erin Oplinger.*

Referral Date:
August 01, 2019

ATTENTION REVIEWING AGENCIES

The development proposal listed below has been filed with County Planning. Please comment in the space below. You may attach additional pages as necessary.

Your comments must be received by Planning no later than **August 15, 2019** to be sure that they are included in the final project action. However, comments will be taken up to the time of the project decision. Please refer to this project by the Applicant's name and the Assessor Parcel Number indicated below. If you have no comment, a reply is not necessary. If you have any questions regarding this proposal, please contact Planner, **TOM NIEVEZ** at (909) 387-5036, by email at tom.nievez@lus.sbcounty.gov, or mail your comments to the address above. If you wish, you may also FAX your comments to (909) 387-3223.

ASSESSOR PARCEL NUMBER: 0515-061-02 + (See map below for more information)

PROJECT NUMBER: P201900243/TPM * Multiple Parcel Associations *

APPLICANT: JAMES KELLY

LAND USE DISTRICT (ZONING): IR, RC, AG, RL

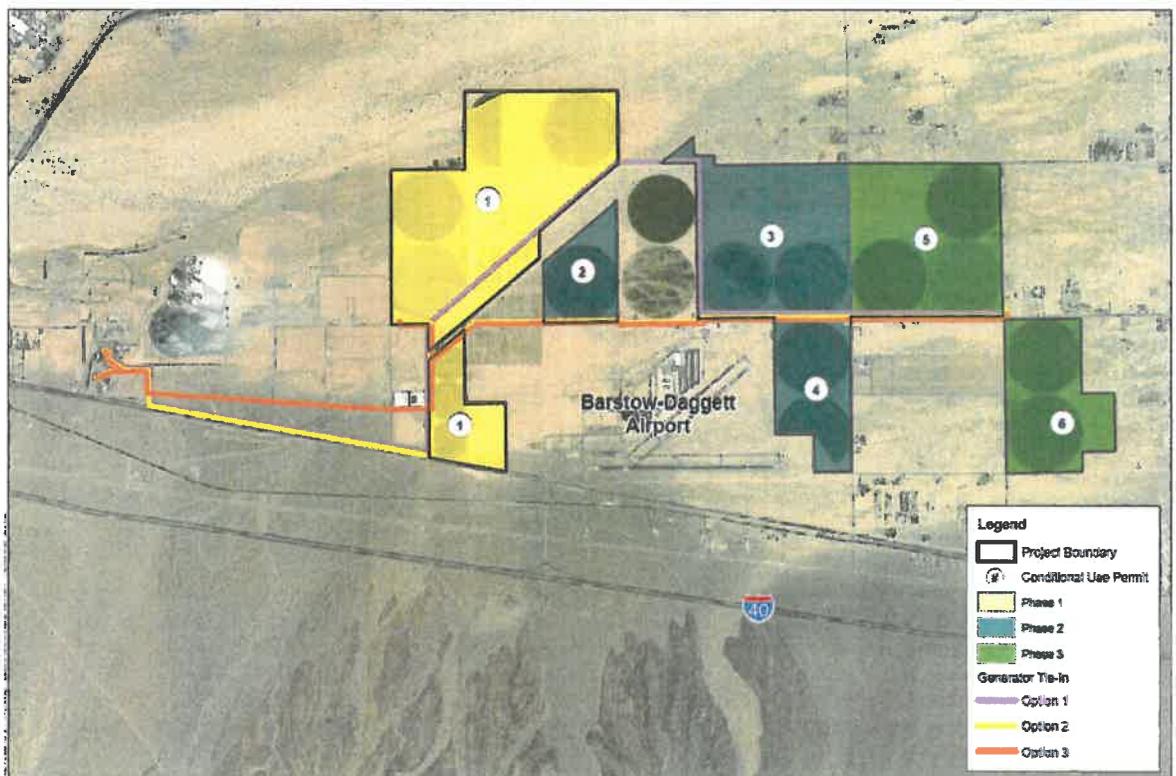
IN THE COMMUNITY OF: DAGGETT/1ST/ SUPERVISORIAL DISTRICT

LOCATED AT: NORTH ON SANTA FE ST; APPROX 1461' WEST OF HIDDEN SPRINGS RD DAGGETT 92327

PROPOSAL: Tentative Parcel Map No. 20083 is intended to be a phased parcel map with 5 proposed phases.
Phase 1 establishes 1 parcel of 186.07 acres; Phase 2 proposes 4 parcels totaling approximately 864 acres; Phase 3 is comprised of a single 190-acre parcel; Phase 4 includes 6 parcels totaling approximately 1577 acres; Phase 5 proposes 3 parcels on approximately 378 acres.

If you want to be notified of the project decision, please print your name clearly and legibly on this form and mail it to the address above along with a self-addressed, stamped envelope. All decisions are subject to an appeal period of ten (10) calendar days after an action is taken.

Comments (If you need additional space, please attach additional pages):



DAGGETT SOLAR POWER FACILITY

SIGNATURE

DATE

AGENCY

IF THIS DECISION IS CHALLENGED IN COURT, SUCH CHALLENGE MAY BE LIMITED TO ONLY THOSE ISSUES RAISED IN WRITING AND DELIVERED TO LAND USE SERVICES BEFORE THE PROJECT DECISION IS MADE.

IF A PUBLIC HEARING IS HELD ON THE PROPOSAL, YOU OR SOMEONE ELSE MUST HAVE RAISED THOSE ISSUES AT THE PUBLIC HEARING OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE HEARING BODY AT, OR PRIOR TO, THE HEARING. DUE TO TIME CONSTRAINTS AND THE NUMBER OF PERSONS WISHING TO GIVE ORAL TESTIMONY, TIME RESTRICTIONS MAY BE PLACED ON ORAL TESTIMONY AT ANY PUBLIC HEARING ABOUT THIS PROPOSAL. YOU MAY WISH TO MAKE YOUR COMMENTS IN WRITING TO ASSURE THAT YOU ARE ABLE TO EXPRESS YOURSELF ADEQUATELY.



PARCEL MAP

LAND USE APPLICATION QUESTIONNAIRE

Complete all sections of this application. Please refer to the checklist contained in the information packet for complete information on submittal requirements. The information furnished in this application will be used in evaluating your project pursuant to the California Environmental Quality Act (CEQA). If you believe an item does not apply to your project, mark it "N/A". Do not leave any blank spaces. If you have any questions about items requested on this form, please call the Application Intake Center at (909) 387-8311. Please use no more than four lines to answer any question. If more space is needed, use Attachment A on page 5 of this application questionnaire.

APPLICATION TYPE: TENTATIVE PARCEL MAP T.T.P.M.#: 20083

[Take "type" from the top of the cover sheet, i.e. "Conditional Use Permit," "Tentative Tract," etc. (if a tentative map is involved include the map number)]

All Assessor's Parcel Numbers (APNs): SEE ORIGINAL CUP APPLICATION

Section 1 - Applicant Data

Applicant Name: JAMES KELLY

Firm Name: DAGGETT SOLAR POWER 1, LLC

Address: 100 CALIFORNIA STREET, #400

City: SAN FRANCISCO, CA

Zip: 94111

Phone: 760-710-2205

FAX No.: _____

E-Mail: james.kelly@clearwayenergy.com

Section 2 - Property Owner Data (If same as above check)

Property owner(s) of record: SEE ORIGINAL CUP APPLICATION

Firm Name: _____

Address: _____

City: _____

Zip: _____

Phone: _____

FAX No.: _____

E-Mail: _____

Section 3 - Representative Data (If same as above check)

Representative's Name: AARTY JOSHI

Firm Name: DAGGETT SOLAR POWER 1, LLC

Address: 100 CALIFORNIA STREET, #400

City: SAN FRANCISCO, CA

Zip: _____

Phone: 415-627-4656

FAX No.: _____

E-Mail: Aarty.Joshi@clearwayenergy.com

Section 4 - Architecture/Engineering Representative Data (If same as above check)

Representative's Name: EDWARD BONADIMAN

Firm Name: JOSEPH E. BONADIMAN & ASSOC., INC.

Address: 234 N. ARROWHEAD AVENUE

City: SAN BERNARDINO, CA

Zip: 92408

Phone: 909-885-3806

FAX No.: 909-381-1721

E-Mail: ejb@bonadiman.com

To be completed by County Staff: Filing Date: _____ Project No.: _____ JCS Project No.: _____

Section 5 – Project Description and Location/Legal Data

Briefly describe the project and use:

Land Use District: REGIONAL INDUSTRIAL (IR), RESOURCE CONSERVATION (RC), AND (RL-5)

Overlay Districts: AIRPORT SAFETY REVIEW AREA-3

Legal Description: Township: 9N Range: 2E Section: 7,8,17-19

USGS Quad Name: YERMO & MINNEOLA

Location: Community: DAGGETT Nearest cross street: POWERLINE ROAD

Street name: SANTA FE STREET Side of street: _____

Site Size (Gross acres or square footage): 3,194 AC Number of lots: 15

Site Address: _____

Proposed Development Area: 3,100 AC

Size of Proposed Buildings: VARIES

Previously approved land use applications for this site: NA

Are you filing other land use applications for this site at this time? Yes No

If yes, please list other application types CUP, MAJOR VARIANCE

UTILITIES:

Water: PRIVATE WELLS

(Name of Provider)

Is the site presently served? Yes No

If an extension is necessary, how long will it be? _____

Are any existing or proposed wells within 200 feet from any existing or proposed liquid waste disposal system?

Yes No If yes, attach an explanation

If this is a Tentative Map application, how many service connections have already been made to the existing water system? _____

Sewage Disposal: Septic? Yes No

Sewer: _____

(Name of Provider)

Is the site presently served? Yes No

If an extension is necessary, how long will it be? _____

If septic system/leach lines are proposed or existing, attach information showing proposed or existing location and how the size of the sewage disposal area was determined

Gas: NA
(Name of Provider)

Is the site presently served? Yes No

If an extension is necessary, how long will it be? _____

Electricity: SCE
(Name of Provider)

Is the site presently served? Yes No

If an extension is necessary, how long will it be? _____

Phone: VERIZON
(Name of Provider)

Is the site presently served? Yes No

If an extension is necessary, how long will it be? _____

Cable TV: NA
(Name of Provider)

Is the site presently served? Yes No

If an extension is necessary, how long will it be? _____

Section 6 - Environmental Setting

Be sure to answer all of the questions. This information is necessary to evaluate the project under the California Environmental Quality Act (CEQA). You must provide additional information for any answers marked "yes" or "uncertain" in a letter of explanation attached to this application.

1. When do you anticipate starting construction? JAN 2020

2. Will grading be required? Yes No

If so, how many cubic yards will be cut? SEE CUP INFO. How many cubic yards will be filled? _____

3. Is the project phased? Yes No

If yes, describe the phasing: SEE CUP INFO.

4. If residential, indicate the number of units or lots. _____

5. If commercial, attach information describing the type of commercial activity proposed, along with square footage of sales area, loading facilities and hours of operation.

6. If industrial, attach information indicating type of industrial activity proposed, square footage of building, estimated employment per shift, and loading facilities and hours of operation.

7. If institutional, attach information indicating major function, estimated employment per shift estimated occupancy, loading facilities and hours of operation.

8. Will the use require truck activity? Yes No

If yes, give truck type(s) and number of axles : SEE CUP INFO

What is the gross weight of each vehicle:

Number of truck trips per day _____

	<u>YES</u>	<u>NO</u>	<u>UNCERTAIN</u>
9. Will the project change scenic views or vistas from existing residential areas, public lands or roads?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Will there be a change in dust, ash, smoke, fumes or odors in the vicinity of the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Has the site been surveyed for historical, paleontological or archaeological resources?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. Is the site on filled land or on slope of 10 percent or more?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. Will there be the use or disposal of potentially hazardous materials, such as toxic substances, flammables, or explosives?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Will there be a change in lake, stream, or ground water quality or quantity, or alteration of existing drainage patterns?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15. Will there be any substantial change in existing noise or vibration levels in the vicinity?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Will there be a substantial change in demand for public services (police, fire, water, sewage, etc.)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Has a traffic study been prepared for this site or has the site been included in another traffic study?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18. Will the project generate significant amounts of solid waste or litter?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Will the project change any existing features of hills or make substantial alteration of ground contours?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Will there be a substantially increase in fossil fuel consumption (electricity, oil, natural gas, etc.)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21. Is there a relationship to a larger project or series of projects?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

22. List any previous environmental documents or technical studies prepared for this site:
SEE CUP APPLICATION

23. Describe the project site, as it exists before project implementation, including information on topography, soil stability, plants and animals, and any cultural, historical, or scenic aspects. On an attachment describe any existing structures on the site, and the use of the structures.

24. On an attachment, describe the surrounding properties, including information on plants and animals and any cultural, historical, or scenic aspects. Indicate the type of land use (residential, commercials, etc.), intensity of land use (single family dwelling(s), apartment houses, shops, department stores, etc.), and scale of development (height, frontage, set-back, rear yard, etc.). Attach photographs of the vicinity.

Attachment A

(Please use this form to amplify any answer. Be sure to identify which question is being amplified.)

APPLICATION CERTIFICATE

ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE: (Attach it to the application)

List Assessor's Parcel Number(s) of the project property:

0515-011-03, 0515-011-14, 0515-011-15, 0515-021-06, 0515-021-07, 0515-041-22, 0515-041-28, 0515-051-03, 0515-051-04, 0515-051-07, 0515-051-09, 0515-051-14, 0515-051-15, 0515-051-16, 0515-051-17, 0515-051-19, 0515-051-22, 0515-051-23, 0515-051-24, 0515-051-25, 0515-051-31, 0515-051-35, 0515-051-38, 0515-061-02

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate: If there are no contiguous properties under the same ownership, STATE "NONE"—do not leave blank.

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she or the organization is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated.

I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

If this is an actual cost application, the applicant agrees to pay all accumulated charges for this project. For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

Craig Cornelius, President, Daggett Solar Power 1 LLC

(Print) (APPLICANT OR LEGAL AGENT)


Signature

4-17-2018

Date

REGISTRATION NO.
(IF R.C.E. OR LICENSED LAND SURVEYOR)

(Print) (OWNER(S) OF RECORD)*

Signature

Date

(Print) (OWNER(S) OF RECORD)*

Signature

Date

(Print) (OWNER(S) OF RECORD)*

Signature

Date

*If property is owned by corporation, partnership or other group signs should indicate corporate position or title and submit substantiating documentation.

APPLICATION CERTIFICATE

ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE: (Attach it to the application)

List Assessor's Parcel Number(s) of the project property: 0515-011-03 0515-051-24 0515-21-06
0515-011-14 0515-051-25 0515-21-07
0515-011-15 0515-051-31 0515-51-37
0515-051-36
0515-051-38

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate. If there are no contiguous properties under the same ownership, STATE "NONE"—do not leave blank:

None

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she or the organization is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated.

I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

If this is an actual cost application, the applicant agrees to pay all accumulated charges for this project. For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

Daggett Solar Power LLC
(Print) (APPLICANT OR LEGAL AGENT)

Signature Date 5/23/19

REGISTRATION NO.
(IF R.C.E. OR LICENSED LAND SURVEYOR)

Glen A. Van Dam
(Print) (OWNER(S) OF RECORD)*

Signature Date 5/23/19

JENNIFER A. VAN DAM
(Print) (OWNER(S) OF RECORD)*

Signature Date 5/23/19

(Print) (OWNER(S) OF RECORD)*

Signature Date

*If property is owned by corporation, partnership or other group, signee shall indicate corporate position or title and submit substantiating documentation (e.g. incorporation certificate).

APPLICATION CERTIFICATE

ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE: (Attach it to the application)

List Assessor's Parcel Number(s) of the project property:

0515-041-22, 21

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate. If there are no contiguous properties under the same ownership, STATE "NONE"—do not leave blank.

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she or the organization is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated.

I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

If this is an actual cost application, the applicant agrees to pay all accumulated charges for this project. For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

Daggett Solar Power I, LLC James Kelly 6/25/19
(Print) (APPLICANT OR LEGAL AGENT) Signature Date

REGISTRATION NO.
(IF R.C.E. OR LICENSED LAND SURVEYOR)

Adel A Nashed
(Print) (OWNER(S) OF RECORD)*

Adel A Nashed  06/20/2019
Signature Date
01:50 PM GMT

Nabila Y Nashed
(Print) (OWNER(S) OF RECORD)*

Nabila Y Nashed  06/20/2019
Signature Date
01:53 PM GMT

(Print) (OWNER(S) OF RECORD)* Signature Date

*If property is owned by corporation, partnership or other group, signee shall indicate corporate position or title and submit substantiating documentation (e.g. incorporation certificate).

ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE: (Attach it to the application)

List Assessor's Parcel Number(s) of the project property: 0515-041-28, 0515-041-29

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate. If there are no contiguous properties under the same ownership, STATE "NONE"—do not leave blank:

None

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she or the organization is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated.

I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

If this is an actual cost application, the applicant agrees to pay all accumulated charges for this project. For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

Daggett Solar Power 1 LLC
(Print) (APPLICANT OR LEGAL AGENT)

James Kelly 5/23/19
Signature Date

REGISTRATION NO.
(IF R.C.E. OR LICENSED LAND SURVEYOR)

Soo Kyung Lee
(Print) (OWNER(S) OF RECORD)*

Soo Kyung Lee 5/23/19
Signature Date

Hyung Yee Lee
(Print) (OWNER(S) OF RECORD)*

Hyung Yee Lee 5/23/19
Signature Date

(Print) (OWNER(S) OF RECORD)*

Signature Date

*If property is owned by corporation, partnership or other group, signee shall indicate corporate position or title and submit substantiating documentation (e.g. incorporation certificate).

APPLICATION CERTIFICATE

ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE: (Attach it to the application)

List Assessor's Parcel Number(s) of the project property:

0515-051-03, 19

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate. If there are no contiguous properties under the same ownership, STATE "NONE"--do not leave blank:

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she or the organization is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated.

I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

If this is an actual cost application, the applicant agrees to pay all accumulated charges for this project. For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

Daggett Solar Power I LLC
(Print) (APPLICANT OR LEGAL AGENT)

James Kelly
Signature

6-19-2019
Date

REGISTRATION NO.
(IF R.C.E. OR LICENSED LAND SURVEYOR)

Jonathan Teixeira
(Print) (OWNER(S) OF RECORD)*

[Signature]
Signature

6-17-2019
Date

David Teixeira
(Print) (OWNER(S) OF RECORD)*

[Signature]
Signature

6-16-2019
Date

Ann Teixeira
(Print) (OWNER(S) OF RECORD)*

[Signature]
Signature

6-16-2019
Date

*If property is owned by corporation, partnership or other group, signee shall indicate corporate position or title and submit substantiating documentation (e.g. incorporation certificate).

APPLICATION CERTIFICATE

ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE: (Attach it to the application)

List Assessor's Parcel Number(s) of the project property:

0515-051-04

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate. If there are no contiguous properties under the same ownership, STATE "NONE" -do not leave blank:

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she or the organization is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated.

I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

If this is an actual cost application, the applicant agrees to pay all accumulated charges for this project. For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

Daggett Solar Power 1 LLC James Kelly 6/24/19
(Print) (APPLICANT OR LEGAL AGENT) Signature Date

REGISTRATION NO. (IF R.C.E. OR LICENSED LAND SURVEYOR)

John Cowie John Cowie 6/15/19
(Print) (OWNER(S) OF RECORD)* Signature Date

(Print) (OWNER(S) OF RECORD)* Signature Date

(Print) (OWNER(S) OF RECORD)* Signature Date

*If property is owned by corporation, partnership or other group, signee shall indicate corporate position or title and submit substantiating documentation (e.g. incorporation certificate).

APPLICATION CERTIFICATE

ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE: (Attach it to the application)

List Assessor's Parcel Number(s) of the project property:

0515-031-017

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate. If there are no contiguous properties under the same ownership, STATE "NONE"—do not leave blank:

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she or the organization is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated.

I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

If this is an actual cost application, the applicant agrees to pay all accumulated charges for this project. For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

Daggett Solar Power LLC
(Print) (APPLICANT OR LEGAL AGENT)

James Kelly
Signature

7/25/2019
Date

REGISTRATION NO.
(IF R.C.E. OR LICENSED LAND SURVEYOR)

Edward Cosio Trustee
(Print) (OWNER(S) OF RECORD)*

Edward
Signature

7-14-19
Date

Linda Cosio Trustee
(Print) (OWNER(S) OF RECORD)*

Linda Cosio
Signature

7-14-19
Date

Cosio Family Trust
(Print) (OWNER(S) OF RECORD)*

Signature

Date

*If property is owned by corporation, partnership or other group, signee shall indicate corporate position or title and submit substantiating documentation (e.g. incorporation certificate).

Interoffice Memo

DATE: August 16, 2019

PHONE: 909 387-8810

FROM: **JAMES E. JENKINS**
Director of Airports

MAIL CODE: 0831

TO: **AIRPORT COMMISSIONERS**

SUBJECT: **BOARD OF SUPERVISORS ACTIVITY – JUNE 22, 2019 – AUGUST 16, 2019**

APPROVED BOARD AGENDA ITEMS			
DATE	ITEM #	SUBJECT:	RECOMMENDATION(S)
June 25, 2019	2j	BOARDS, COMMISSIONS & COMMITTEE ACTIONS	Approve the appointment of Joseph P. Fitzgerald to the Airports Commission (Seat 3), First District.
June 25, 2019	75	AMENDMENT NO. 3 TO FOUR AGREEMENTS FOR ON-CALL AIRPORT ENGINEERING AND ARCHITECTURAL SERVICES	<p>1. Acting as the governing body of the County of San Bernardino, approve Amendment No. 3 to extend the following contracts for on-call airport engineering and architectural consulting services on an as-needed basis for the period of July 1, 2019 through June 30, 2020. Per contract not to exceed amount of \$1,000,000 will remain.</p> <p>a. AECOM Technical Services, Inc. - Agreement No. 14-684</p> <p>b. C&S Engineers, Inc. - Agreement No. 14-685</p> <p>c. Kimley-Horn and Associates, Inc. - Agreement No. 14-686</p> <p>d. WSP, USA Inc. - Agreement No. 14-687</p> <p>2. Acting as the governing body of the Board Governed County Service Area 60-Apple Valley Airport, approve Amendment No. 3 to extend the following contracts for on-call airport engineering and architectural consulting services on an as-needed basis for the period of July 1, 2019 through June 30, 2020. Per contract not to exceed amount of \$1,000,000 will remain.</p> <p>a. AECOM Technical Services, Inc. - Agreement No. 14-684</p> <p>b. C&S Engineers, Inc. - Agreement No. 14-685</p> <p>c. Kimley-Horn and Associates, Inc. - Agreement No. 14-686</p> <p>d. WSP, USA Inc. - Agreement No. 14-687</p> <p>(Presenter: James E. Jenkins, Director, 387-8810)</p>

<p>July 9, 2019</p>	<p>49</p>	<p>APPLE VALLEY AIRSHOW 2019, 2020, AND 2021</p>	<p>Acting as the governing body of the Board Governed County Service Area 60 – Apple Valley Airport (CSA 60):</p> <ol style="list-style-type: none"> 1. Authorize the Department of Airports (Department) to: <ol style="list-style-type: none"> a. Use portions of CSA 60’s Apple Valley Airport (Airport) for the “Apple Valley Airshow 2019” (2019 Airshow) to be held on October 12, 2019 from 9:00 a.m. – 3:00 p.m.; b. Use portions of the Airport for the period of October 11, 2019 through October 13, 2019 for set-up, tear down, and cleanup work for the 2019 Airshow; c. Charge an entry fee of \$8.00 per general attendee (ages 12 and over), a discount entry fee of \$5.00 per military attendee, and a concessionaire fee of \$150 per 10’x10’ vendor space within portions of the Airport for the 2019 Airshow (Four Votes Required); and 2. Authorize the Department of Airports (Department) to: <ol style="list-style-type: none"> a. Use portions of CSA 60’s Apple Valley Airport (Airport) for the “Apple Valley Airshow 2020” (2020 Airshow) to be held on October 10, 2020 from 9:00 a.m. – 3:00 p.m.; b. Use portions of the Airport for the period of October 9, 2020 through October 11, 2020 for set-up, tear down, and cleanup work for the 2020 Airshow; c. Charge an entry fee of \$8.00 per general attendee (ages 12 and over), a discount entry fee of \$5.00 per military attendee, and a concessionaire fee of \$150 per 10’x10’ vendor space within portions of the Airport for the 2020 Airshow (Four Votes Required); and 3. Authorize the Department of Airports (Department) to: <ol style="list-style-type: none"> a. Use portions of CSA 60’s Apple Valley Airport (Airport) for the “Apple Valley Airshow 2021” (2021 Airshow) to be held on October 9, 2021 from 9:00 a.m. – 3:00 p.m.; b. Use portions of the Airport for the period of October 8, 2021 through October 10, 2021 for set-up, tear down, and cleanup work for the 2021 Airshow; c. Charge an entry fee of \$8.00 per general attendee (ages 12 and over), a discount entry fee of \$5.00 per military attendee, and a concessionaire fee of \$150 per 10’x10’ vendor space within portions of the Airport for the 2021 Airshow (Four Votes Required) <p>(Presenter: James E. Jenkins, Director, 387-8810)</p>
----------------------------	------------------	---	--

INTEROFFICE MEMO



DATE: August 22, 2019
FROM: JAMES E. JENKINS, Director
 Department of Airports
TO: AIRPORT COMMISSIONERS

PHONE: 387-8810
MAIL CODE: 0831

SUBJECT: PROPERTY LEASING ACTIVITY

The following is a summary of current property leasing activity.

No.	Airport	Location/Tenant	Square Foot	Monthly Rent/ Cost Per Square Foot	Status
1	CNO	A-335 Inland Valley Aviation	Approx. 10,000 sq. ft. hangar	Fee Ordinance \$0.17 cents a sq. ft.	Tenant continues to pay rent and additional \$1,000 a month towards past due amount. RESD preparing new agreement for tenant signature. A new County revise revenue lease has been prepared (1/8/18) and will be submitted to tenant upon approval by county counsel. Lease submitted to tenant week of 4/16/18. Revised lease with county counsel 9/18/18 to be submitted to tenant upon counsel approval. RESD submitted revised agreement to tenant January 2019. Lease fully executed as of 6/11/19. RESD preparing Consent & Consent to Assignment Agreement as IVA is selling business.
2	CNO	Yancey Enterprises Hangars A-480 & A-485	Both consist of 6,840 sq. ft. hangar 1,710 sq. ft. shop	\$0.28 cents sq. ft. hangar & shop	Permits issued from City of Chino Tenant Improvements have begun week of 8/14/17. Tenant has truck loads and truck loads of items being delivered for business as of 1/18/18. Tenant has issues with contractor trying to obtain a certificate of occupancy as of 8/14/18. Tenant continues to have issues with obtaining a Cof O as of 8/22/19.
3	CNO	R&R Properties	5.97 acres	To be proposed	Tenant removing structure as required by lease. Tenant obtaining Permits to relocate Modular unit for retail sale of Sod. Tenant not able to obtain permit, looking for alternative office space at Airport as of 2/1/17. RESD/Airports to discuss with tenant making this location work for future retail operations. Tenant has Use Permit at A-310 for space conducting retail sales off Merrill Avenue. RESD/Airports advised tenant (June 2017) to proceed with obtaining permit for Kimball location as A-310 is short term solution. Tenant

No.	Airport	Location/Tenant	Square Foot	Monthly Rent/ Cost Per Square Foot	Status
					<p>advised with certain modification tenant may secure a permit for modular unit at site. As of 1/17/18, Tenant working with City of Chino regarding permit for modular unit to be located on site to conduct retail operations. AS of 9/18/18, tenant still working through City of Chino to obtain permit for retail sale off Kimball Avenue. Tenant indicates they have hired an Arichtect and are close to obtaining a Ceritifacte of Occupany on this location to conduct their SOD retail operations as of 6/27/19.</p>
4	CNO	R & R Properties	Approximately 148 acres, land area for cultivating sod	Approximately \$4,010 a month	<p>RESD to commence negotiations with existing Sod farmer to extend term an additional three-years 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, lease to be resubmitted to tenant for review and approval upon counsel approval and addition of additional language as of 8/22/19.</p>
5	CNO	Parcel B-305	5.40 acres of developable land	\$0.07 cents a square foot	<p>SOP was issued on February 21, 2017 with proposals due April 7, 2017. RESD/Airports received one proposal to develop parcel. Proposal has been submitted to various staff for review and comments week of 4/10/17. SOP processed, one proposal received. RESD to prepare lease agreement for Chino Development League. As of 1/18/18, County Counsel has reviewed and provided comments to development lease agreement. RESD to submit to tenant after incorporating counsel changes. Revised document provided to tenants attorney week of 2/12/18. RESD provided final agreement to tenant week of 3/12/18 for review and signature. Lease executed by tenant and county counsel and will be submitted for Board consideration on June 26, 2018. Lease fully executed as of June 26, 2018. Tenant pursuing permits through City of Chino Building and Safety Department continues as of 8/22/19.</p>
6	CNO	Port a Port Tenants	Approximately 60 spaces	Fee Ordinance Very based on size	<p>RESD has prepared Use Permits for all port-a-port tenants as in the</p>

No.	Airport	Location/Tenant	Square Foot	Monthly Rent/ Cost Per Square Foot	Status
					process of having all agreements executed as of August 18, 2018. All agreements have been executed 10/22/18. Several port a ports have been sold and RESD is preparing new agreements as of 8/22/19.
7	CNO	Various Individual Hangar Facilities in B-340	Building B-340		RESD is working with approximately 18 tenant on renewing their short term lease by an additional two years. Approximately 12 agreements are in some stage of negotiations with an additional 6 expiring within the next three months as of 6/27/19. RESD has executed several agreements and is working with 7 other tenants of hangar B-340 to extend short term leases, as of 8/22/19.
8	CNO	Advantage Aviation	Ramp Area 22,893 square feet	\$687.00 a month	RESD has prepared and county counsel reviewing lease as of 9/18/18, for submission to tenant for execution for ramp space east of hangar A-240. Lease submitted to tenant week of 10/22/18. RESD following up on agreement week of 2/11/19. Tenant has requested additional space and wants to modify Use Provision to add an additional Business as of 2/11/19. RESD is following up with tenant to obtain executed Lease for ramp area as of 8/22/19.
9	APV	Café Building A-180	Approximately 1200 square feet for café in terminal building		RESD has prepared a Solicitation of Proposal (SOP) to be issued the week of 6/24/19. RESD has received interest from several food establishments including The Aviator Café located at Hesperia Airport. RESD received one proposal to occupy the café space at Apple Valley Airport from the operators of the Aviator Café in Hesperia. Department of Airports reviewing proposal and will advise as of 8/22/19.
10	CNO	SOP hangar B-295	10,000sq. ft. hangar 1,500 sq. ft. office	Proposed \$4,319.00 per month	The SOP has been issued with proposal due no later than May 22, 2018 at 4pm. RESD/Airports has received five written proposals for evaluation prior to the May 22, 2018 proposal deadline .A recommendation has been presented to Airports. One of the four other proposers has filed an appeal of the recommendation. Airports to review appeal and advise. Initial SOP has been terminated and a new SOP has commenced as of September 14, 2019 through October 15, 2018.

No.	Airport	Location/Tenant	Square Foot	Monthly Rent/ Cost Per Square Foot	Status
					<p>RESD has received 8 proposals prior to the submission deadline of October 15, 2018. Committee being established for proposal presentations. Committee heard proposal presentations on 10/30/2018 and have made a selection and recommendation to Airports. RESD has provided written notifications to proposers and is moving forward with lease preparations for San Bernardino County Aviation Development Group as of 11/16/2018. RESD has prepared lease and submitted to county counsel for review week of 12/17/18. RESD/Counsel have approved draft lease, however, agreement continues to be on hold as of 5/13/19. RESD has been advised to proceed with having lease agreement reviewed and executed with SBCADG as of 6/19/19. Lease fully executed as of July 16, 2019. RESD and Airports is currently negotiating ramp space to be utilized for parking of aircraft related to B-295 business activities.</p>
11	CNO	Threshold Technologies Ramp Area	30,000 square feet approximately	TBD	<p>RESD preparing a short term lease for aircraft parking on the northside of the airfield as of 11/27/2018. RESD to follow up with tenant regarding ramp area as of 2/11/19. Agreement ready, however, on hold until further direction from counsel and Airports, RESD to submit to tenant week of 5/20/19. Agreement with TTI for review and execution as of 7/25/19.</p>
12	CNO	Fighter Rebuilders Building 515	4,087 square feet of shop space	Approximately \$1,100	<p>RESD preparing a new short term lease extension by request of Airports as of 2/11/19. RESD has prepared a new lease for counsel review prior to submission as of 3/7/19. RESD submitted approved counsel agreement to tenant week of 6/18/19.</p>
13.	CNO	Port-a-port relocations from Bracket Airport		\$100 to \$120 a month Fee Ordinance	<p>RESD is working on preparing 18 Use Permits for relocation from Bracket Airport to Chino Airport. Relocation tenants have obtained permit from City of Chino Planning and Safety Department. RESD has completed 12 of the 18 relocation of port-a-ports from Brackett Airport as of 8/1/19.</p>
14	CNO	Pioneer Aviation	Development agreement		<p>RESD/Airports/County Counsel reviewing amendment to amend Use</p>

No.	Airport	Location/Tenant	Square Foot	Monthly Rent/ Cost Per Square Foot	Status
					provision of lease as of 4/15/19. Consent to sublease approved by RESD Director on 4/16/19.
15	CNO	Pioneer Aviation	Ground Area Approximate 1,000 square feet		RESD prepared new lease for five year term for ground area to develop ADA parking and additional parking for Special Events. RESD received approved lease from county counsel week of 6/10/19 and submitted to tenant for review and execution.
16	CNO	AIA Hangar A-230	10,000 square feet hangar space	Fee Ordinance Rates	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.
17	CNO	R&B Cattle A-315	600 square feet office space	Fee Ordinance	RESD prepared and Counsel has reviewed short term lease to extend. Lease has been submitted to tenant week of 6/18/19 for review and execution

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 11/14/2017, RESD to potentially prepare 24 lease agreements to relocate port-a-port tenants from Bracket Airport to Chino..
- American Auto Truck – A-310 – Lease agreement submitted to tenant week of 9/18/2017.
- Pacific States Systems A-340 - Lease was submitted to tenant for review and execution by RESD week of 2/11/19.
- 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. **Counsel has approved as of 2/4/19.**
- Navion Customs – RESD has prepared a Use Permit for the storage of a container in the Commercaill Container Complex west of Commercial Hangars. **Request has been withdrawn and lease will not move forward at request of tenant as of 2/14/19.**
- Young Marines – RESD has prepared a short term lease for the space in A-310 approximately 732 square feet to be ytilized as classroom space for the Young Marines Program. Lease is fully executed and tenant is occupying the space for classes/education as of 2/11/19.
- Kanetics A-330 - lease to extend term has been approved by RESD and county counsel and submitted to tenant week of 2/11/19. **Lease fully executed as of 4/30/19.**
- **R&B Cattle A-315 - New short term lease extension being offered for space in building 315 for their continued use of the facilities.**
- **Civil Air Patrol – RESD working on a new short term lease extension upon receipt of events/activities schedule from Civil Air Patrol for 2019 as of 2/1/19.**
- **Pleasant Feed Supplements A-325 – RESD preparing new short term lease to continue to occupy the Modular Unit known as A-325, as of 2/1/19.**
- **Midfield Aviation Apple Valley Airport – RESD to negotiate lease extension for hangar and ground lease currently under contract with Midfield and expires on 3/31/19.**
- **Tom King Aerial A-340 – Lease expires 6/30/19, RESD preparing short term lease extension.**
- **Century Paint A-440 – Tenant has request lease extension, issues with AQMD to be resolved prior to short term lease extension as of 6/27/19.**

- **Navion Customs Ramp Lease – RESD/Airports negotiating for ramp space North of hangar A-395 for continued parking of Skytyping planes.**



Interoffice Memo

DATE: August 16, 2019

PHONE: 387-8810

A handwritten signature in blue ink that reads "Maureen A. Snelgrove".

FROM: **MAUREEN A. SNELGROVE**, Assistant Director
Department of Airports

TO: **JAMES E. JENKINS**, Director
Department of Airports

SUBJECT: **MONTHLY REPORT**

ADMIN

- 6/26/2019 – Attended the quarterly meeting for Department Emergency Coordinators.
- 7/2 & 8/2019 – Airport Maintenance Worker 1 Interviews. Two candidates have been selected; one will be starting August 20, 2019.
- 7/10/2019 – Meeting with Community Services Group Communications Officer, Tammy Gann to discuss Airports social media goals and presence.
- 7/12/2019 – Attended the Future Leaders Series with Anna Johnson-Earls, Staff Analyst.
- 7/15 –18/2019 – Airports Staff Analyst and Airports County Counsel attended a DBE Conference in Washington D.C.
- 8/16/2019 – Attended the month Real Estate Services meeting.
- 8/20/2019 – Airports Planner, Adriana Ortiz start date.

CHINO

- 6/18/2019 – Meeting with City of Chino for WQMP discussion.
- 7/2/2019 – Teardown of A-305 project meeting and scope review.
- 7/18/2019 – Kimball Avenue Conveyance and Hydrology Scoping Meeting.
- 7/23/2019 – Resumed responsibilities of Chino Airport Manager.
- 8/6/2019 – Staff attended the Chino Preserve National Night Out event.
- Multiple meeting with tenants regarding operations and tenant development.

DESERT AIRPORTS

- No Update.

APPLE VALLEY

- Murphy & Harrison dba Harrison Airshows was selected for airshow coordination, marketing and promotion of the 2019 Airshow.
- The Department will be bringing an item to the Board of Supervisors on September 10, 2019 for the Dedication of the 2019 APV Airshow.

CHINO AIRPORT OPERATIONS

Month	2015	2016	2017	2018	2019
January	14596	14206	11685	17892	13452
February	11555	14675	11905	16439	14957
March	14238	14906	16145	17611	16760
April	14539	14330	16259	18493	19014
May	14431	14783	19164	20200	17680
June	14511	14431	17387	20163	18774
July	15858	15220	19569	16071	0
August	15355	16883	17968	17683	0
September	13355	15217	18135	16313	0
October	16084	13993	20969	16123	0
November	13323	15267	18366	13413	0
December	13113	13672	15538	13880	0

Current Year Monthly Breakdown

	Itinerant	Local	AC	AT	GA	MI	Civil	Mil	IFR
January	5124	8328	0	42	5043	39	8116	212	1164
February	4858	10099	0	25	4803	30	10080	19	1064
March	5962	10798	5	48	5877	32	10746	52	1244
April	6733	12281	2	29	6656	46	12199	82	1388
May	6306	11374	1	44	6204	57	11328	46	1485
June	6638	12136	5	27	6579	27	12136	0	1543
July	0	0							
August	0	0							
September	0	0							
October	0	0							
November	0	0							
December	0	0							
Total	35,621	65,016	13	215	35162	231	64605	411	7888

