

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
APRIL 25, 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: Chino Airport – Planes of Fame – 14998 Cal Aero Drive Chino, Ca 91710

Commission Members Present:

Jim Bagley, Desert at Large, Chair
Vacant, First District
Christine Canepa, Second District
William Smith, Third District
Ray Marquez, Fourth District
Roy Cox, Fifth District

Commission Members Absent:

Larry Asmus, Valley at Large, Vice Chair

Staff Present:

Maureen A. Snelgrove, Assistant Director
Tracy Williams, Airport Manager
Nicole Leyden, Secretary

Department of Airports
Department of Airports
Department of Airports

Visitors Present:

Celso Palafox
Doug Crowther
Carl Scholl
Chuck McCormick
Deana Olivares- Lambert
Roxanne Stache
Michael Miller
Chuck Stuewe
Joe Yancey
Breanna DeBritton
Randy Jepson
Joe Siache
Larry Wolfe
Gordon Truax
Jerry Wilkins
Duane Hillberg
Win Williams

Chino Development League
Threshold Aviation
Aero Trader
Mead & Hunt
The 20/20 Network
Flo's Cafe
Representative of 4th Dist. BOS office
Chino Airport Tenant
Chino Airport Tenant
DeBritton Aviation
Peter's Jepson Partnership
Chino Airport Tenant
Chino Airport Tenant
Chino Airport Tenant
Planes of Fame
Hillberg Corp.
Guest

Pledge of Allegiance

Led by Commissioner Bagley.

Report on Posting of Agenda:

Maureen Snelgrove stated that the agenda had been posted as required.

Awards, Guest Introductions and Announcements:

Guests introduced themselves.

Action Item - Approval of Commission Meeting Minutes, March 28, 2019

Moved by Commissioner Canepa seconded by Commissioner Cox. The item passed unanimously to approve the commission meeting minutes from March 28, 2019.

Commissioner Reports/Comments

Commissioners expressed sadness for the loss of pilot, David Vopat, and their hearts and prayers go out to anyone who knew him.

Public Comments

Mr. Yancey explained that he moved his hangar from Rialto Airport to Chino Airport 3 years ago and that the City of Rialto has not fulfilled their part of the agreement. He shared that the County of San Bernardino Department of Airports and that the City of Chino have been very helpful to him. He said that the black top and the fire suppression are in, but he is still working through completing the electricity portion.

Ms. Stache shared that on April 14th at 12:30 pm an employee Flo's Cafe was accosted. She wanted to inform others to be careful around the airport.

Information Item: Chino Airshow – May 4th and 5th

Ms. Williams shared that the Chino Airshow preparations are moving along very smoothly. The Department of Airports is working very closely with the Planes of Fame. One item for preparation was getting the weed abatement completed on the airfield and in the movement areas. Also coordination has been made with the tiedown tenants to relocate their aircraft during the airshow.

Mr. Wilkins also commented that the airshow preparation is going well. They are expecting F16's and F18's, and 3 or 4 C47's. This year's airshow is based on the 75th anniversary of D-Day, so there are several C47's going to Normandy directly following the airshow. The City of Chino and the Department of Airports have been very helpful. There were the usual issues with Caltrans, but they have been resolved.

Director's Reports**Capital Improvement Program**

Ms. Snelgrove pointed out that the largest project at Chino Airport is the Kimball Storm Water Conveyance Project which is moving forward very well. The storm water conveyance that runs from the drainage ditch into the basin has been constructed and there will be back-filling once the concrete is cured. The conveyances that move from the north basin to the south basin have been cut and the precast concrete structure will be ordered to install in approximately 6 weeks. Other projects are currently on hold, although Ms. Williams has been working with the FAA on the grant project regarding the parking lot.

Board of Supervisors Activity

Ms. Snelgrove explained that the Board of Supervisors adopted the new proposed annual fee ordinance which include some fee increases. These are based on the appraisals completed last summer on Apple Valley Airport and Chino Airport.

Real Estate

Ms. Snelgrove stated that there was a lease executed by Chino Airport tenant, Inland Valley Aviation which will be going to the Board in May.

Chino Development League's property development has been moving forward with the City of Chino.

Installation of the port-a-ports from Bracket Airport is almost all complete.

Financial Report

Ms. Snelgrove believes that the budget presentation will be addressed at the May commission meeting. Reviews by the administration office will be complete at that time. With the new SAP system the Department is able to track finances much more closely on a day to day basis and the Department has tracked to a balanced budget at the end of this fiscal year.

Monthly Reports

Ms. Snelgrove pointed out that she did reach out to the Tax Assessor's office to have a representative speak about possessory interest tax. She was unable to confirm with them for this meeting but they will be speaking at the June commission meeting.

The Department will be working with the Human Resources Department to do a recruitment video for the positions of Apple Valley Airport Manager, Maintenance Supervisor, and Maintenance Worker I. Recruitments has been difficult County-wide so this is a new approach to give individuals a better understanding of the facilities that they would be working at.

Recruitments have closed for Airport Planner and another Maintenance Worker I position. The lists are expected to be received in the next couple of weeks to begin interviews to fill those positions.

A significant amount of money has been budgeted for pavement improvements in the following fiscal year. Quotes will be acquired beforehand to save time.

Ms. Williams presented information on Chino Airport:

At the March commission meeting Ms. Williams indicated that Edison would be hosting a wire-strike seminar on April 5th. It was very successful with 28 helicopters which flew in and approximately 130 attendees. It is anticipated that this will be an annual event.

Met with FAA representatives interested in the Runway Safety Action Plan and the Runway Mitigation Program to reduce vehicle and pedestrian violations focusing on wrong safe surface landings, striping and painting. Many signs at Chino Airport have been obstructed by weeds due to recent heavy rains. An additional mower with a 15-foot batwing was rented to supplement the airport's 20-foot batwing mower. Staff was assigned to do mowing 40 hours a week. Also every Tuesday Ms. Williams and staff walked the entire runway and the adjacent taxiways. The FAA is very pleased with the progress made.

The next Runway Safety Action Team meeting is scheduled for May 8th at Yanks Air Museum. All tenants and airport users are invited to give their input on what information they would like to hear regarding how to improve airfield safety. The following day will be the government entities and the County representatives discussing how to implement those safety concerns.

Individuals who make vehicle and pedestrian violations are sent notification of to the Runway Safety Action Team meetings. Also, aviation groups in the Southern California area are sent notification to attend and participate. These include EAA, 99's, AOPA, and Southern California Pilot's Association. Being considered is a new updated video which will be specific to Chino Airport, and will identify the hot-spots and areas to be aware of.

Chino Airport Operations

No Report provided

Miscellaneous

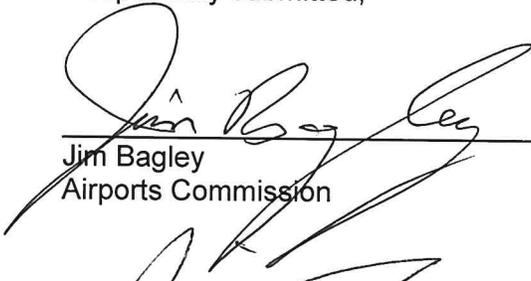
Nothing reported.

Date, Time and Place of Next Meeting

The next meeting will be held on Thursday, May 23, 2019 at 10:00 a.m. – Barstow-Daggett Airport – 39500 National Trails Hwy. Daggett, Ca 92327

Adjournment: Meeting was adjourned by Commissioner Bagley at 10:30 am.

Respectfully submitted,



Jim Bagley
Airports Commission



Maureen A. Snelgrove, Assistant Director
Department of Airports



Nicole Leyden, Secretary I
Department of Airports