

**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
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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
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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