

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
DECEMBER 5, 2019.**

The meeting of the San Bernardino County Airports Commission was called to order at 10:02 a.m. by Commissioner Jim Bagley. Meeting location: Department of Airports 711 E Rialto San Bernardino, Ca 92415.

Commission Members Present:

Jim Bagley, Desert at Large, Chair
Larry Asmus, Valley at Large, Vice Chair
VACANT, First District
Christine Canepa, Second District
William Smith, Third District
Roy Cox, Fifth District

Commission Members Absent:

Ray Marquez, Fourth District

Staff Present:

James E. Jenkins, Director
Maureen A. Snelgrove, Assistant Director
Stephen Hackney, Airport Manager
Nicole Leyden, Secretary
Adrianna Ortiz, Airport Planner
Anna Johnson-Earls, Staff Analyst
Steve Mintle

Department of Airports
Real Estate Services

Visitors Present:

Terry Hansen
Jonell Kosa
Jeff Meeker
Frank Lee
Bob Velker
Doug Crowther

USMC Contract Support
USMC Range Sustainability Program Mgr.
USMC Airspace Coordinator
Guest
Chino Development League
Threshold Aviation

Pledge of Allegiance

Led by Commissioner Canepa.

Report on Posting of Agenda:

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

Awards, Guest Introductions and Announcements:

Mr. Jenkins announced that Staff Analyst, Anna Johnson-Earls, had accepted a job at Arrowhead Regional Medical Center and would therefore be leaving the Department of Airports. An award was presented to her.

Mr. Jenkins also indicated that the Airport Manager who was hired for Chino Airport failed to attend orientation and did not respond to phone calls therefore declining the position.

Guests introduced themselves.

Action Item - Approval of Commission Meeting Minutes, September 26, 2019

Moved by Commissioner Smith seconded by Commissioner Asmus. The item passed unanimously to approve the commission meeting minutes from September 26, 2019.

Action Item - Approval of Commission Meeting Minutes, October 24, 2019

Moved by Commissioner Asmus seconded by Commissioner Cox. The item passed unanimously to approve the commission meeting minutes from October 24, 2019.

Action Item – Nominations and Election of Airports Commission Chairman for 2020

Moved by Commissioner Cox, seconded by Commissioner Canepa to nominate Commissioner Larry Asmus for Chairman. Ayes – 5, Nays – 0, Absent – 1. All commissioners present voted in favor.

Action Item - Nominations and Election of Airports Commission Vice Chairman for 2020

Moved by Commissioner Cox, seconded by Commissioner Bagley to nominate Commissioner Christine Canepa for Vice Chairman. Ayes – 5, Nays – 0, Absent – 1. All commissioners present voted in favor.

Action Item – Review and Approval of 2020 Airports Commission Meeting Calendar

Moved by Commissioner Canepa, seconded by Commissioner Asmus to approve the commission meeting schedule for 2020 with noted changes. Ayes – 5, Nays – 0, Absent – 1. All commissioners present voted in favor.

Commissioner Reports/Comments

Commissioner Asmus offered an invitation to San Bernardino County Fire Chief, Dan Munsee to speak at the commission meeting sometime during the year. He would like to ask him to address unique issues with fire and rescue at County airports as well as things going on at the County Fire Department. A request was made for Department staff to contact Mr. Munsee to try to schedule him for the January 23rd, April 23rd, or May 28th meeting.

Commissioner Bagley shared that he had attended the fly-in at Amboy Airfield, which is a public-use airport.

Public Comments

Mr. Velker explained that Mr. Frank Lee has an operation school at Gillespie Airfield with seven airplanes. He lives in Brea and would like to find some tiedowns, classroom space and an office at Chino Airport to split his operations.

Information Item: Twentynine Palms Airport Toy Drop

The toy drop is coordinated between Redlands Airport, Twentynine Palms City, and USMC. There will be four Department of Airport staff present and will assist with safe access for the public. The Redlands Airport Association is to control which aircraft will be arriving and will also organize their parking.

Information Item: Permanent SUA at MCAGCC and Changes to the SUA Proposal Update Briefing, Terry Hansen

Mr. Hansen briefed on the environmental assessment of the Special Use Airspace and presented a video. A revision was made for 365 days for restricted airspace instead of two 30-day periods, except for the Johnson Valley which is part of the shared use area and will remain the same. This will allow more flexibility, although October and April are still the primary months to utilize this airspace. It allows them to do small unit level training on a regular basis as well as larger units. Also, the F-35 is now required to have 10 miles between each aircraft and the airspace at Twentynine Palms is necessary to support this. They currently have proposals for April & October 2020 to do a temporary space use air space. The USMC is expecting to have a permanent air space approved in 2021. The air space will be given back to the National Air Base System when the USMC is not utilizing it. Pilots are encouraged to contact BearMat if flying near the restricted air space and to check all NOTAMS.

Mr. Hansen offered an invitation to Twentynine Palms military facility for a briefing. Suggested date of February 28th for possible tour directly following the commission meeting. Due to security clearance, names and information with drivers licenses for each individual must be submitted no less than 2 weeks beforehand.

Director's Reports

Capital Improvement Program

- Chino
 - Drainage issue & fire suppressant issue
- Apple Valley
 - Paving project of runway 18/36 – possible in 2022 or 2023 with internal maintenance until then.
 - Lighting for runway 08/26
 - Permanent fencing improvement
- Needles
 - Erosion issues & drainage control
- Twentynine Palms
 - Erosion issues & drainage control
 - WSP Consultants to evaluate thermal expansion cracks on ramp
- Baker – Not qualified for federal funding
 - Restripe runway & crack mitigation

Board of Supervisors Activity

Nothing to report during this time period.

Real Estate

Mr. Mintle provided information on current property leasing activity.

- Currently through March - 70-80 leases expiring
- 3-4 assignments of businesses which have sold and several subleases
- Port-a-ports at Chino Airport –tracking down owners to ones which have sold & new lease executed with new owner.

Mr. Jenkins shared that Mooney Corporation announced that they were shutting down their Texas operation. The tenant missed their December payment to the Department of Airports. Also received was a notice from Mooney's creditor stating that the Letter of Credit will not be renewed in February.

Yancey Enterprises will be receiving their certificate of occupancy and they will be applying to the City of Chino for their business license. After confirmation of both the Department will honor their renewal.

Mr. Jenkins gave an update on the Chino Plume mitigation:

After four years of negotiations an agreement was approved with the Chino Basin Desalter Authority and The Board of Supervisors in October. The airport will pump the water and send it to Chino Disalter Authority who will treat it and then deliver it to the drinking water stream. This process will cost the County about \$700,000. The alternative would be to pump the water, treat it and then put it back into the ground which would cost millions of dollars.

Recently an issue arose regarding perfluorinated compound which is found in (AFFF) firefighting foam. Historic research was done and it was found that in the 1960's a firefighting facility was based at Chino Airport. Soil samples and analysis are being done. The entire project is being managed by the County Administrative Office and funded by the County General Fund and not the Department of Airports. The County has allocated 20 million dollars for the next ten years for the process of mitigation and remedy installation.

Mr. Jenkins gave an update on the egress onto Chino Airport from Kimball Ave:

Current studies are taking place regarding highest and best use analysis to determine how the airport property should be used. This will include ingress and egress options for the airport. The additional entrance from Flight Ave is being looked at to serve the commercial hangar complex and future needs along Kimball Ave. Also there is a discussion underway with City of Chino regarding bringing in a new entrance from Kimball Ave and Rincon Meadows.

Financial Report

Mr. Jenkins stated that we are at 42% of the year. This doesn't include the tax component for Apple Valley Airport. With that the Department will be over their target. The Department is under their expenses by more than 50%. This is due to lack of staff and not moving several projects forward.

Mr. Jenkins announced that the new access control system to Twentynine Palms Airport has been installed.

Monthly Reports

Assistant Director

Staff

- 5 vacant positions and 3 out on medical leave. Permanent Human Resources Director appointed. This may help fill department vacancies.
- The Airport Manager hired for Chino Airport did not follow through and therefore was declined the position. The Department is now reviewing local, regional compensation verses qualifications to make sure that the Department's job description matches what the job entails. This will be followed by opening the position for recruitment.
- Currently interviewing for the Staff Analyst position.
- The Maintenance Supervisor for the desert is scheduled to start in early January. Also, interviewing for 2 open Maintenance positions at Chino Airport.

Admin

- Preparing CIP projects and coordinating for the ACIP (Airport Capital Improvement Plan) submittal to the Administrative office for review in preparation for the upcoming budget in spring.

Chino

- Right of way meetings.
- Chino remediation.
- Meetings with leaseholders and others interested in bringing new developments to the airport.
- Coordination construction project for the FedEx project.

Airports Planner

Chino

- Received hydrology study – Water Quality Management Plan (WQMP) being revised.
- Department of Airports coordinating with City of Ontario & City of Chino for right- of-way update for municipal improvements – primarily along Merrill Ave.

Chino Airport Operations

No report available.

Chino Airport is tracking about 200,000 operations for 2019, which is a bit less than the previous year.

Miscellaneous

Nothing to report.

Date, Time and Place of Next Meeting

The next meeting will be held on Thursday, January 23, 2020 at 10:00 a.m. – Department of Airports, 777 East Rialto Avenue San Bernardino, Ca. 92415.

Adjournment: Meeting was adjourned by Commissioner Bagley at 12:04 pm.

Respectfully submitted,

Signature Not Available
Jim Bagley
Airports Commission

Signature Not Available
James E. Jenkins Director
Department of Airports

Signature Not Available
Nicole Leyden, Secretary I
Department of Airports