

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
FEBRUARY 27, 2020.**

The meeting of the San Bernardino County Airports Commission was called to order at 10:05 a.m. by Commissioner Larry Asmus. Meeting location: Twentynine Palms Airport 78569 Twentynine Palms Hwy, Twentynine Palms, Ca 92277.

Commission Members Present:

Jim Bagley, Desert at Large,
Larry Asmus, Valley at Large, Chair
Christine Canepa, Second District, Vice Chair
William Smith, Third District
Ray Marquez, Fourth District (Via Conference Call)
Roy Cox, Fifth District

Commission Members Absent:

VACANT, First District

Staff Present:

Maureen A. Snelgrove, Assistant Director	Department of Airports
Adrianna Ortiz, Airport Planner	Department of Airports
Nicole Leyden, Secretary	Department of Airports
Alfonso Romo, Maintenance Supervisor	Department of Airports
James Beck, Maintenance Worker I	Department of Airports
Jared Green, Maintenance Worker I	Department of Airports

Visitors Present:

Bob Velker	Chino Development League
Deana Olivares-Lambert	The 20/20 Network

Pledge of Allegiance

Led by Commissioner Bagley.

Report on Posting of Agenda:

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

Awards, Guest Introductions and Announcements:

Ms. Snelgrove introduced the Department's new Desert Maintenance Supervisor, Alfonso Romo.

Guests introduced themselves.

Action Item - Approval of Commission Meeting Minutes, January 23, 2020

Moved by Commissioner Smith seconded by Commissioner Canepa. The item passed unanimously to approve the commission meeting minutes from January 23, 2020.

Commissioner Reports/Comments

Commissioner Asmus asked to agendize the change of the Airport Commission meetings schedule to meet every 3rd Thursday of the month.

Commissioner Asmus also spoke on the topic of the Coronavirus and he requested a report from the Department at the next commission meeting regarding this.

Commissioner Canepa shared that she met with a representative from a company named Float (Fly over All Traffic). She mentioned the possibility of the company working with the County to help further awareness of general aviation.

Public Comments

Mr. Velker stated that there are issues for companies on Cal Aero in getting deliveries due to the fact that they don't have addresses on Cal Aero Dr.

Commissioner Bagley requested that this be added to the agenda for the commission meeting in March.

Director's Reports*Capital Improvement Program*

- Chino
 - Demolition of Building A-305 will begin in March and is expected to be completed before the Chino Airshow.
 - Based aircraft data was sent to Coffman & Associates as they move forward in updating the Chino Airport Master Plan.
- Apple Valley
 - Page turn meeting for runway design review for paving runway 18/36.

Board of Supervisors Activity

The Board approved the Master Plan for Chino Airport.

Real Estate

Ms. Snelgrove provided information on current property leasing activity.

- Lease option extended to Yancey Enterprises for an additional five years.
- Solicitations of Proposal has been released for the west end of Hangar A230.
- Several Solicitations of Proposals are soon to be announced for Chino Airport.
- Hangar 1 in the Commercial Hangar Complex, which was leased by Mooney, is now under County control and will soon have a Solicitation of Proposal available.

Hangar Inspections have been concluded at Apple Valley Airport. Letters have been mailed to some tenants to make improvements to what is stored in their hangars with sixty days to become compliant.

Ground lease tenants at Chino Airport were mailed notices to inspect and verify that their hangars and their tenants are compliant.

Financial Report

Revenue is at seventy-one percent. The Department is on target with expenditures and revenue.

Monthly Reports*Assistant Director*

- **Staffing** – Recruitment for Airport Manager closed. Interviews for Chino and Apple Valley to start in the next few weeks.
Recruitment for two Airport Maintenance Worker I positions also closed.

- **Administration**
Attended fee workshop as the County is changing to a new budget system. No changes were made.
- **Chino**
Cal-Fire reached out to the Department of Airports for a temporary location to base their aircraft. They will be doing some improvements to their compound west of Euclid at the prison. An area has been identified at Chino Airport for a possible location.

San Gabriel 99's will be contacted for a quote to do the painting of the Compose Rose.

New phone number for Administrative office at Chino Airport – (909) 465-5201.
- **Desert**
Gate system at Twentynine Palms Airport – Software to be updated to have to ability to remote into the airport's system from Chino Airport.
Staff assisted Trona Airport and helped in getting the beacon light functioning. They also inspected the runway to ensure its safety for the aircraft coming in to pick-up election ballots in the upcoming election.
- **Apple Valley**
RFP for Airshow Marketing Coordinator is open for bids. Apple Valley Airshow date has been updated to October 17th to avoid competition with other local airshows.

Chino Airport Operations

Operations in January were at 21,000, which is the highest it's ever been. This is partially due to flight schools, local and non-local. Despite the high number of operations incursions have reduced greatly.

Miscellaneous

Nothing to report.

Date, Time and Place of Next Meeting

The next meeting will be held on Thursday, March 19, 2020 at 10:00 a.m. – Barstow-Daggett Airport – 39500 National Trails Hwy. Daggett, Ca 92327

Adjournment: Meeting was adjourned by Commissioner Asmus at 11:07 a.m.

Respectfully submitted,

Signature Not Available

Larry Asmus
Airports Commission

Signature Not Available

Maureen A. Snelgrove, Assistant Director
Department of Airports

Signature Not Available

Nicole Leyden, Secretary I
Department of Airports