

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
September 28, 2017.**

The meeting of the San Bernardino County Airports Commission was called to order at 10:03 a.m. by Vice Chair, Commissioner Roy Cox. Meeting location: Apple Valley Airport, 21600 Corwin Road, Apple Valley, CA 92307

Commission Members Present:

Larry Asmus
Jim Bagley
Mark Taylor
Ray Marquez
Roy Cox

Commission Members Absent:

William Smith

Staff Present:

James E. Jenkins, Director of Airports
Maureen Snelgrove, Assistant Director
Cyle Woodruff, Operations Manager
Nicole Leyden, Secretary I
Vince Corona, APMS

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Visitors Present:

Carl Scholl
Gus Cendejas
Ryan Hutchinson
Bob Velker
Terry Stover
Randy Jepson

Chino Airport Tenant-Aero Trader
Chino Airport Tenant-Chino Aviation
Student Pilot
Chino Development League
Guest
PJP Architects

Pledge of Allegiance

The pledge was led by Commissioner Cox.

Report on Posting of Agenda:

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

Awards, Guest Introductions and Announcements:

Mr. Jenkins stated that Mr. Greg Latner has received his fifteen year service pin and Randall Lee received his thirty-five year service pin. He then presented Maureen Snelgrove the Department of Airports (D of A) new Assistant Director. Ms. Snelgrove introduced herself and stated that she came to the D of A after 18 years with Regional Parks Department, with eleven years as Deputy Director and two terms as Interim Director. She looks forward to learning a new industry and working for D of A. Mr. Jenkins added that his office has been next to his for several years, which gave him the opportunity to have positive information regarding her assets and welcomed the prospect of her joining the D of A. She will be over the fiscal and clerical staff.

Action Item - Approval of Commission Meeting Minutes

A motion was carried by Commissioner Bagley, seconded by Commissioner Marquez and passed to approve the commission meeting minutes from August 24, 2017.

Commissioner Reports/Comments

Commissioner Bagley discussed the meeting that resulted from last month's meeting at Twentynine Palms Airport (TNP) regarding security and maintenance issues at TNP. Tenant, Steve Flock, had reported that the asphalt has "changed shape" and he is unable to open his hangar doors. Mr. Jenkins said that is something that does occur from time to time and we will saw cut the concrete. He further stated that the maintenance care program that has been established and currently used for Chino Airport (CNO) will be enabled to be used for TNP, in the near future. Commissioner Marquez asked if the fuel theft issues had been resolved. Commissioner Bagley replied that it had been an issue, but he is not aware of any instances lately. The addition of the cameras had been completed and may be a good deterrent, but not all areas are covered. Some minor thefts have occurred recently, but nothing like the trailer that was discussed at the last meeting.

Commissioner Taylor asked if the wash rack for Apple Valley Airport (APV) was going to happen. Mr. Jenkins stated that it will happen, possibly as early next fiscal year. Mr. Taylor expressed his frustration regarding the processing of the documents for the APV Airshow.

Commissioner Marquez requested the status of the taxi lanes NE of the tower at CNO. Mr. Jenkins stated that it is still moving along, the Disadvantaged Business Enterprise Program element is being worked through to reach those goals and construction should begin, first in the "hot spots" areas in March, pending any weather related issues.

Public Comments

Terry Stover introduced himself and expressed his interest in taking the commissioners position recently vacated by Bob Cable. He was advised to apply online.

Mr. Jenkins introduced Randy Jepson and asked him to discuss his involvement with a previous CNO tenant "Pacific Fighters" with regards to the Chino Plume. Mr. Jepson stated the owner of Pacific Fighters received a certified letter from County Counsel stating his potential exposure to liability involved with underground pollutants at CNO. This was surprising as he has been off of the airport for 21 years and was only operating there for less than 10 years. He has reached out to Mr. Jepson to assist him in how to respond to this matter, due to Mr. Jepson's interest and experience with airports. Mr. Jenkins stated that he will provide a complete overview of this issue as part of his director's reports.

Information Item: Mooney Update

Mooney has vacated their facilities at Chino Airport and have made overtures that they will be relocating all operations to Texas. They conducted a liquidation sale and have completely removed all their items, inside and outside of the hangars. They made a settlement with Threshold and satisfied their contractual agreement with them, with regards to the hangar 4. The operations at CNO are no longer viable; they are gone. The current status with hangars 1 & 2 remain the same. Mooney holds the lease with the county for the hangars and have an approved sublease agreement with SoCalMRO, who is currently occupying the hangars.

Information Item: Chino Airport "Hot Spots" Update

Mr. Jenkins outlined the areas of concern as being the area due north of the CNO ATCT, to the North, South, East and West of the County T-hangars in the B Quadrant. This will be a complete rebuild of the ramp in this area due to drainage, expansion, contraction and deterioration in these areas. The NW ramp areas in the A Quadrant will be addressed in the same manner. We are projecting this project to get underway in Spring, 2018. We are anticipating an approximate ten day displacement for those in hangars and tie downs in these areas and are preparing locations and containers for their use during those times. We will be in communication with these tenants through-out the process and highly encourage that they plan for that 10 day displacement.

Director's Reports**Capital Improvement Program**

Yesterday, we met with the new project manager, Danielle Fox, who will be heading up our current and future projects for D of A. Once she passes her probation period, we will assist her in obtaining further education/training to be able to provide us the services that will be valuable to our department.

Carl Scholl asked if Corsair Place is included in the ramp project and when it will start. Mr. Jenkins responded yes, it is part of the A Quadrant project and should start in the spring of 2018. Mr. Jenkins added that improvements will also be made for water flow conveyance running north and south along Corsair Place. Mr. Scholl also commented on the current paving project at Yancey Enterprises hangars. He had concerns regarding drainage but was very pleased to see that curbing had been installed to divert water flow away from his hangars. Mr. Jenkins discussed the involvement with the City of Chino regarding all tenant improvement projects.

We are about to submit our CIP internal sheets for the county's program for the coming fiscal year. We will mainly be carrying forward with existing projects, with the exception of the inclusion of a land acquisition of about 18 acres of property at APV for a drainage basin.

Board of Supervisors Activity

Nothing to report for this period.

Real Estate

There has been a bit of traction regarding the sub-lease agreement for MI Air with San Bernardino County Aviation Development (SBC Aviation)/Flying Tigers/ Michael Thayer. There have been many media inquiries, beginning in about July, to the county regarding MI Air, asking how and why are they there, do they have a valid permit/lease agreement to be there, etc. All the inquiries may be due to the law suit that has been widely published and Mr. Thayer is a party to. Airports and the County are actively pursuing the request for the sub-lease agreement between SBC Aviation and MI Air and requesting answers to the question as to why Airports was not involved in the agreement, as required in their (SBC Aviation's) lease, if it does exist. The county will pursue its' remedies, as associated with this matter.

Mr. Jenkins provided information regarding the current land development plans for the property leased by Chino Development League/Celso Palafox and the City of Chino's plans for a road widening project along Merrill Avenue, which will involve a portion of the leased property. With lots of discussion, back and forth, Mr. Palafox, Mr. Mintle and Mr. Velker were able to come up with a compensation model that we are now comfortable to present to the Board of Supervisors (BOA) as a recommendation. Mr. Velker thanked Mr. Jenkins for his assistance, through the long complicated ordeal, ending in an agreement that he and Mr. Palafox are comfortable with. Mr. Jenkins express his confidence in Mr. Palafox and his construction team, which includes Mr. Jepsen and believes they will be able to move along with the project fairly quickly, even though there will be entitlement processes, biological assessment, and other related requirements. A discussion ensued regarding possible issues that could arrive, along the way and Mr. Jenkins extended the D of A support during the process. Mr. Velker provided an overview of the leasehold area and the expected design and sizes of the hangars to be developed and will be an 18 million dollar investment.

Mr. Jenkins reported that the current leasehold with Lancair for the port-a-ports at CNO is expiring and the area will be returned to the county. The tenants will be advised of their opportunity to sign a permit with the county. They may sell their port-a-ports or relocate them, if they choose to leave CNO, due to the airport rules and regulations, as many are used for non-aviation, at this time. We also have a group of port-a-ports from Bracket that may be relocating to CNO. In both instances, individual permits will be issued, not a single leasehold.

Financial Report Mr. Jenkins introduced Gus Cendejas, owner of Chino Aviation and provided a brief background history related to his presence at CNO. He further explained that Mr. Cendejas had been paying electrical bills, not associated with his leasehold, for several years. D of A has finally remedied the associated electrical line issues that caused this problem. The D of A will now be paying him back. This will be reflected on future financial reports.

We are still within a margin that we can manage and are tracking well.

We continue to budget conservatively for the CNO commercial hangars, due to the past dynamics. We will be showing some expense for compressors and some air conditioning units in the near future. At APV we will have a quarterly spike in some tax increments, but that is projected to equal out. The admin side is always a negative because there is no income related to those expenses. At CNO the numbers are tracking, as expected. We will be watching the fuel flow numbers anticipating an increase, due to more flight schools activity. At Needles Airport, we are still managing our expenses from the storm repairs, so expenses are a higher than anticipated. We will be expecting increased fees at TNP resultant of the Security and Safety Meetings that have begun. D of A plans to address the issues as they are being brought forward, including a new camera system. At Baker Airport, we plan to install a gate and about 50 feet of fence on both sides of the gate. Barstow-Daggett Airport you might see a spike, due to due to a leaking water tank. However, on the revenue side, we have had some filming opportunities that have provided some revenue.

Monthly Reports

Cyle Woodruff provided information regarding recent conferences he has attended. First were the AAAE Conferences at Van Nuys Airport, which included two separate conferences. The first was General Aviation Issues and Security, followed, the next day by, a Minimum Standards Workshop. Both were very informative, especially when we are currently working on our minimum standards document for our department. The information will be helpful in establishing a baseline of requirements for our aeronautical operators on our airports.

Mr. Woodruff also attended the ACA in Tahoe, which continues to be one of his favorites to attend because of the information that is shared by like interest attendees. He added that Mr. Jenkins also gave his own presentation this year.

He also discussed the security meeting at TNP, which he and Ms. Snelgrove also attended.

Miscellaneous

Mr. Jenkins provided information regarding "Minimum Standards" and advised the Commission that they would be asked for input while working on the document for D of A.

CNO Operations:

Though the operations continue to be cyclic, there is an uptake this year, which is likely due to flight school operations. If the spike continues, we could reach high numbers for the next year.

Mr. Jenkins provided an update regarding the Chino Plume and the letter that was sent to a number of CNO tenants, from County Council. He stated that, when he became aware of the letter, he reached out to the involved parties to explain why they had received the letter. Due to an EPA law that stipulates any and all contact with the involved properties (within the Chino Plume boundaries) between 1950 and 1998 are liable. The areas of involvement have been identified and the four major areas were outlined by Mr. Jenkins. The tenants are now aware of the proactive steps they must take to preserve their rights and interests.

Mr. Jenkins updated on where we are in mitigating the plume and the other agencies involved in the process.

A lengthy discussion ensued regarding the history of the Chino Plume, the mitigation and cost recovery efforts.

Date, Time and Place of Next Meeting

The next meeting will be held at 10:00 a.m. on Thursday, October 26, 2017 at Threshold Aviation (Chino Airport) 8352 Kimball Avenue, Chino, CA 91710

Adjournment: Meeting adjourned by Commissioner Cox at 11:52 a.m.

Respectfully submitted,



Roy Cox
Airports Commission



James E. Jenkins, Director
Department of Airports



Gailyn Watson, Secretary I
Department of Airports