

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
FEBRUARY 28, 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: Twentynine Palms Airport 78569 Twentynine Palms Hwy, Twentynine Palms, Ca 92277

Commission Members Present:

Jim Bagley, Desert at Large, Chair
Larry Asmus, Valley at Large, Vice Chair
Mark Taylor, First District
Ray Marquez, Fourth District
Roy Cox, Fifth District

Commission Members Absent:

Christine Canepa, Second District
William Smith, Third District

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:

Bob Velker
Brenda Schwetz
Wenhao Zhang
Scotty Hong
Joe Matoush
Christopher Young

Chino Development League
AFT Center, Chino Flight School
AFT Center, Chino Flight School
AFT Center, Chino Flight School
Twentynine Palms Airport Tenant
Air Skipper, LLC., TNP Tenant

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:

Ms. Snelgrove introduced the new Chino Airport Manager, Tracy Williams. She also announced that a new Fiscal Assistant had also been hired, Cynthia Osier. Guests introduced themselves.

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

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

Commissioner Reports/Comments

Commissioner Marquez welcomed Ms. Williams to the Department and welcomed the new flight school to Chino Airport.

Commissioner Bagley welcomed everyone to Twentynine Palms Airport.

He commented on the airport gate. Originally it had a card-reader, but it is non-functional and it has not been replaced.

He pointed out that the Tetrahedron is still not illuminated at night. Also there is a septic odor which is possibly due to an issue with the traps and the current air-freshener has an overwhelming odor.

He also inquired about the office in the pilot's lounge and the furniture, including the couches.

Ms. Snelgrove said that the couches will be replaced and that the current chairs were specifically chosen due to the fact that they can be cleaned and maintained easily.

Commissioner Asmus welcomed Ms. Williams to the Department.

Commissioner Asmus commented on the water in Twentynine Palms and how it is not potable. If there is ever an opportunity to make the water drinkable he'd like to see that pursued.

Commissioner Bagley explained that the water in Twentynine Palms is high in sodium so it is not healthy to drink daily, therefore Sparkletts water is available to pilots in the pilot lounge.

Commissioner Taylor reported that he has been receiving a lot of phone calls regarding the Apple Valley Airport Café, 3rd Generation Taco. People in the area are upset that the café is having their lease terminated.

Public Comments

Mr. Young stated that a letter written by him was read aloud at a previous commission meeting, but he has not received a response. He also shared that his port-a-port at was damaged by an airport tenant and investigated by the County and that no action has been taken.

Commissioner Bagley explained that since the commission is governed by the Brown Act that they cannot comment on this matter since it is not on the agenda.

Ms. Snelgrove stated that the Department will get back to him with a response at a later date.

Mr. Velker shared that he works with schools periodically to promote aviation. There is a plan to put an island in the center of the upcoming Planes of Fame Airshow with local employers including businesses from the airport to share information on working in the aviation field. He also requested the County provide transportation for him to utilize while giving tours of the airport to students.

Information Item: Possessory Interest

Ms. Snelgrove pointed out that it is the time of year when the County Assessor mails possessory interest tax bills. A Chino tenant recently fell into default for non-payment, but is addressing the issue. The Department of Airports will be working with the Assessor's office to ascertain information on all tenants who are potentially in default.

Director's Reports

Capital Improvement Program

The Department is slowly moving forward on Capital Improvement Projects.

The County is continuing to work with the City of Chino on the Kimball Ave project and is moving forward on the plans for drainage.

An Inquiry was made regarding the improvements on the taxiways at Chino Airport.

Ms. Snelgrove stated that the County policy for Disadvantaged Business Enterprise (DBE) has not yet been completed.

Commissioner's request was made for an update of this matter at the next commission meeting.

An inquiry was made in regards to the Chino Plume.

Ms. Snelgrove shared that technical meetings are occurring with the Chino Desalter Authority

(CDA).

Apple Valley Airport projects are still in their final review. The projects are a wash rack, drainage runway improvement and parking lot redesign.

Board of Supervisors Activity

An item was presented to the Board of Supervisors to adopt the mitigated negative declaration for the Chino Airport groundwater remediation project and the draft interim remedial action plan. The Clerk of the Board will post the notice for 30 days. Ms. Snelgrove stated that the posting of the environmental document and approving the draft of the remediation were both milestones.

Real Estate

Ms. Snelgrove briefed the commission on a couple of properties.

Communication was received from the contractor who conducted the electrical work for Yancey Enterprises informing us that there is a nonpayment of contract and stating that they would lien the property. The contractor was informed that it was the responsibility of the tenant to ensure payment of the contract and that the County was not involved in relocating Yancey Enterprises.

The FAA signed a lease utilizing office space in the Apple Valley Airport terminal.

3rd Generation Taco has had an extremely poor payment history. They have been without a lease and in hold-over with an agreement that they provide a clean payment status. Within that time they have missed numerous utility and lease payments. A business decision was made to terminate their lease. They since offered to pay 3 months in advance. Mr. Jenkins agreed to do a new lease with them for a 3-month period, then would be on a month-to-month lease after that.

Financial Report

Ms. Snelgrove announced that the new Department Analyst is scheduled to start March 18th. Expenses are tracked on a regular basis and finances are on target for the rest of the year.

Fees were recently presented to the Board of Supervisors. Those will go through a process of public hearing then approval. Starting in the beginning of the fiscal year there will be increases due to the appraisal that was completed in 2018.

Monthly Reports

Ms. Snelgrove presented her monthly report.

Attended the State of the County.

Attended SWAEE Conference in Monterey.

Chino

Corsair Drive - repaved and some large holes on the airport repaired.
Additional slurry planned for spring.

Hangar inspections – ongoing – Building B340 completed; J-hangars left to be done in March.

Storm management – Chino usually receives 14 inches of rain a year– currently at 28 inches.

Various tenant meetings to discuss certain development opportunities.

Desert Airports

Continue with deferred maintenance; completing roof at Needles Airport in April.

Apple Valley Airport

Continues with regular maintenance

Chino Airport Operations

The numbers for 2018 has surpassed 2017. The count for January will be just slightly lower than usual due to much less helicopter activity so far this year and the recent weather.

Miscellaneous

The Bettello Lawsuit – The County is responding to discovery requests and public record requests. Public records request included 63 items. All Airport Commissioners were sent an e-mail and are reminded to respond to that e-mail.

County Counsel has advised that part of County policy is that advisory commissions do not have closed sessions. In the future if the commissioners have something that needs to be shared or if any commissioners have questions they can meet in small groups that do not create a quorum or with the County representatives individually.

Date, Time and Place of Next Meeting

The next meeting will be held on Thursday, March 28, 2019 at 10:00 a.m. - Department of Airports – 777 East Rialto Ave San Bernardino, Ca 92415

Adjournment: Meeting was adjourned by Commissioner Bagley at 10:49 am.

Respectfully submitted,



Jim Bagley
Airports Commission



Maureen A. Snelgrove, Assistant Director
Department of Airports



Nicole Leyden, Secretary I
Department of Airports