

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
June 17, 2021.**

The meeting of the San Bernardino County Airports Commission was called to order at 10:00 a.m. by Commissioner Larry Asmus. Meeting location: Electronically via Zoom.

Commission Members Present:

Larry Asmus, Valley at Large
Jim Bagley, Desert at Large
Dillan Lesovsky, First District
William Smith, Third District
Mark Alvarez, Fifth District

Commission Members Absent:

Christine Canepa, Second District, Chair
Ray Marquez, Fourth District, Vice Chair

Staff Present:

James E. Jenkins, Director
Maureen A. Snelgrove, Assistant Director
Adrianna Ortiz, Airport Planner
Nicole Leyden, Secretary
Tammy Gann, Communications Officer
Lyle Ballard, Real Property Agent II

Department of Airports
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Department of Airports
Real Estate Services

Public Participation:

Bob Velker
Rob Mangold
Chuck Stuewe

Chino Development League
Visitor, Brother of Mike Mangold
Chino Airport Tenant

Pledge of Allegiance

Led by Commissioner Smith.

Report on Posting of Agenda:

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

Awards, Guest Introductions and Announcements:

Commissioners and guests introduced themselves.

Action Item - Approval of Commission Meeting Minutes, May 20, 2021

Moved by Commissioner Smith seconded by Commissioner Bagley. The item passed unanimously to approve the commission meeting minutes from May 20, 2021.

Commissioner Reports/Comments

Nothing to report.

Public Comments

Mr. Velker gave an update on Chino Development League's construction project. The project is moving forward with construction of their buildings on the south end of the airport and hopefully will have completion by the end of the year.

Information Item: Mike Mangold Memorial Display Case.

Ms. Gann gave an update on the display. She and Mr. Rob Mangold have decided on the display diorama concept. This will include trophies, a picture with the cockpit view of the L39 aircraft, and a video footage montage.

Mr. Jenkins added that the next step will be taking the request for the display to the County Board of Supervisors for approval. Coordination with the County Museum to assist with the display is

also underway.

Mr. Rob Mangold also added that he thought that the concept looked great and he thanked the Department for their time in putting this together.

Commissioner Bagley recommended that the commissioners schedule their meeting at Apple Valley Airport at time of completion in efforts to dedicate the memorial display.

Information Item: Chino Airport Traffic Circulation / Right of Way Dedications.

Mr. Jenkins shared that there are areas along Merrill Avenue which are significantly impacted by the current construction activity. From Bon View Avenue to Flight Avenue the street is closed for construction. There is a completed concrete intersection on Grove Avenue with improved drainage. The areas between Rincon Meadows Avenue and Highway 83 along Kimball Avenue is being impacted due to the construction of a warehousing headquarters facility. The impacts on Kimball Avenue are expected to be underway soon and last throughout winter. The balance of the issues related to the dedication of right of way are with the City of Chino. These issues are being managed by the City as they have contracted an outside consultant to identify the entirety of the municipal needs around the airport that they would like the County to dedicate for improvements. These are to include streetlights and sidewalks.

Information Item: Department of Airports Video

Ms. Gann gave an update on the video. She said that the sign-up process is complete as commissioners have volunteered to cover each airport. The next step is outlining the scripts. She is compiling historical background on all the airports and is currently working on Needles and Baker. Resources will be e-mailed to commissioners to help them write a script.

Mr. Jenkins shared that the County Communications Office is leading the effort in making the video, so he doesn't believe that there is a need to have approval from the Administrative Office to advance this. Once the project is completed and the video is ready for publication on the website it will have gone through a checklist of administration before it's published.

Ms. Gann confirmed that Community Services Group Administration with the CAO know about this project and they are being informed every step of the way.

Director's Reports

Capital Improvements

- Chino
 - Building A-550 Administration building remodel – very near completion. Furniture delivery is expected in one week.
 - A495-560 Roof Replacement – estimated completion – in two weeks.
- Apple Valley
 - Taxiway Reconstruction and Drainage Improvements – Final revisions underway and will be available for bid in the next couple months.
 - Terminal parking lot – Design at 100% and will be available for bid soon.
 - Wash Rack – being coordinated between the Town of Apple Valley and the Waterboard.

Board of Supervisors Activity

- Short-term real estate leases.
- Next Tuesday there is an item going before the Board of Supervisors for approval of the purchase of 18 acres of property at Apple Valley Airport for a stormwater conveyance basin.

Real Estate

- Solicitation and recommendation for Commercial Hangar #2 – 2 Proposals were received. Threshold Technologies was recommended as their proposal had the highest and best use of the location.

Financial Report

Ms. Snelgrove gave a brief overview. The Department is currently at 96% of the fiscal year. Department expenditures are 38% and revenue is 153%. Apple Valley Airport expenditures are 19% and revenue is 153%. Excluding Apple Valley Airport expenditures are 75% and revenue is slightly under what was expected at 71%. Covid Grant funds will be used to make up the balance of the revenue if needed at the close of this fiscal year.

Mr. Jenkins added that the out of balance on the revenue is Covid related by non-payments. There is one larger tenant who is significantly affecting this. The Department is actively working with the tenant to offer a payment program.

The Department is currently preparing year end reporting and closing processes in accordance with the Auditor Controller's deadlines. The Department continues to prioritize by emergency status or impact to health and safety to ensue that we remain within budget through the end of this fiscal year.

Monthly Report*Assistant Director*

- **Staffing**
 - Department Fiscal Assistant accepted a position with another County department. Interviews were conducted and a candidate was selected to fill this position.
 - 2 Operations Techs hired for Chino Airport. One has resigned. Exit interview showed that the candidate expressed that the job was not what he had expected it to be.
 - Interviews for Desert team scheduled to fill one vacant position.
- **Chino**
 - Pavement near completion to replace the perimeter road which was removed for Fed Ex/Scannell project.
 - Giving tours of the airport to new staff working in the FAA tower.

Airport Planner

- Continue to coordinate with Project Management Division on ongoing projects.
- Continued environmental compliance support.
- Completion of Annual Stormwater submissions to the State.

Chino Airport Operations

Operational count at Chino Airport for April was 17,029. The tower is back to their normal schedule and they have also increased their staff.

Other Business

Nothing to Report.

Date, Time and Place of Next Meeting

The next meeting will be held on Thursday, August 19, 2021 at 10:00 a.m. electronically via Zoom.

Adjournment: Meeting was adjourned by Commissioner Asmus at 10:54 a.m.

Respectfully submitted,



Larry Asmus
Airports Commission



James E. Jenkins, Director
Department of Airports



Nicole Leyden, Secretary
Department of Airports