

AGENDA
AIRPORTS COMMISSION -- SAN BERNARDINO COUNTY

September 17, 2020 10:00 A.M.

Electronically via Zoom

<https://zoom.us>

Join Zoom Meeting

<https://zoom.us/j/98705872371?pwd=bFo3c1hlbk5ycWdGL0IPSIJWT1BvZz09>

Meeting ID: 987 0587 2371

Passcode: 91720

Dial by your location

+1 669 900 6833 US (San Jose)

1. Call To Order – *Chairman Larry Asmus*

Larry Asmus, Valley At Large, Chair

Jim Bagley, Desert at Large

Elliot Fried, First District

Christine Canepa, Second District, Vice Chair

William Smith, Third District

Ray M. Marquez, Fourth District

Roy C. Cox, Fifth District

2. Pledge of Allegiance

3. Report on Posting of the Agenda

4. Awards, Guest Introductions and Announcements

5. Action Item: Approval of Commission Meeting Minutes, August 20, 2020.

Motion:

Second:

6. Commissioner's Reports/Comments

7. Public Comments

Please e-mail all questions and comments to: Outreach@airports.sbcounty.gov

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

9. **Information Item:** Painting of Compass Rose Completed.

10. **Information Item:** Department of Airports - COVID 19 Update.

11. **Director's Reports**

- **Tab 1 Capital Improvement Program**
- **Tab 2 Board of Supervisors Activity**
- **Tab 3 Real Estate**
- **Tab 4 Finance**
- **Tab 5 Monthly Reports**
- **Tab 6 CNO Operations**
- **Tab 7 Miscellaneous**

12. **Time and Date of Next Meeting:** October 15, 2020, 10:00 a.m.

13. **Adjournment**

IF ASSISTIVE LISTENING DEVICES OR OTHER AUXILIARY AIDS OR SERVICES ARE NEEDED IN ORDER TO PARTICIPATE IN THE PUBLIC MEETING REQUESTS SHOULD BE MADE THROUGH THE SAN BERNARDINO COUNTY DEPARTMENT OF AIRPORTS AT LEAST THREE (3) BUSINESS DAYS PRIOR TO THE MEETING. THE DEPARTMENT OF AIRPORTS TELEPHONE NUMBER IS (909) 387-8810 AND THE OFFICE IS LOCATED AT 777 EAST RIALTO AVENUE, SAN BERNARDINO, CA 92415-0831.

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
AUGUST 20, 2020.**

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, Chair
Jim Bagley, Desert at Large
Elliot Fried, First District
Christine Canepa, Second District, Vice Chair
William Smith, Third District
Ray Marquez, Fourth District
Roy Cox, Fifth District

Commission Members Absent:

Staff Present:

James E. Jenkins, Director
Maureen A. Snelgrove, Assistant Director
Adrianna Ortiz, Airport Planner
Nicole Leyden, Secretary

Department of Airports
Department of Airports
Department of Airports
Department of Airports

Public Participation:

Bob Velker
Deana Olivares-Lambert
Chuck & Sharon Stuewe
Joe & Pat Yancey
Chuck McCormick

Chino Development League
The 20/20 Network
Chino Airport Tenants
Chino Airport Tenant
Mead & Hunt

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:

Commissioners and guests introduced themselves.

Action Item - Approval of Commission Meeting Minutes, June 18, 2020

Moved by Commissioner Bagley seconded by Commissioner Smith. The item passed unanimously to approve the commission meeting minutes from June 18, 2020 with one revision to state that the meeting was conducted via Zoom as well as in-person.

Commissioner Reports/Comments

Commissioner Asmus requested an action item following the completion of the compass rose being painted by the Ninety-Nines as so the commissioners can show their appreciation for their public service with a thank you letter.

Public Comments

Mr. Velker gave an update on the signs on Kimball Avenue which stated that truck traffic is not allowed. He informed the commission that he had contacted the City of Chino. He indicated that the City representative was receptive and stated that the signs were aimed at trucks not doing business with the airport and that he understood the confusion created by the signs. The signs

have since been removed.

Bob Velker inquired about the runway lighting. He stated that the lighting has been very dim recently. Mr. Jenkins replied saying that his comments were noted and he will look into it. He also added that there is a rotating beacon for visual assistance.

Information Item: Chino Airport Groundwater Mitigation Update, Presented by Benjamin Weink, Tetra Tech.

Mr. Weink gave a brief history of Chino Airport including Water Board orders for ground water clean-up. He also gave an update on the post remedy of ground water clean-up and the activities which have been completed to date.

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

Any truck activity on Kimball Avenue between Flight and Kimball remains restricted to local truck activity only. Truck activity associated with the airport or any other commercial activities on Kimball Avenue is allowed, but transient traffic is discouraged by the City. The Department is having discussions with the City of Chino to understand what their full requirements are regarding right of way dedications for any development on Merrill Avenue, Kimball Avenue and Hwy 83. The Department requested that the City put together a comprehensive plan to quantify the rights that they may require for those dedications. Those properties all have federal obligations attached so in order for the County to partner with the City of Chino or Ontario on improvements the rights need to be irrevocable. These will be irrevocable until the obligations are acknowledged. Regarding the properties that been granted easement rights to the City of Chino, if we have a change in standards by the FAA which causes us to have to improve those properties the City's rights would be revoked so that the aviation purpose may be undertaken.

Information Item: Department of Airports - COVID 19 Update.

Ms. Snelgrove gave an update. Administrative staff are currently teleworking a minimum of two days a week. Hand sanitizers have been added to all airport public lobbies. Glass or Plexiglas barriers have been installed at Chino Airport and Apple Valley Airport to help to prevent direct contact with the public. Effective Monday Chino tower is extending their hours of operation to 7pm due to increased aviation traffic.

The County Administrative Office has developed a program called Covid Courage. They are highlighting staff who have continued to work as essential employees throughout the stay-at-home orders and the Department of Airports was recognized by the Board of Supervisors. The Department of Airports put together a video with airport maintenance staff which was presented to the Board. The link to this video will be added to the Department website.

The County Administrative Office has put position controls in place which limit the activities for hiring new staff. Although prior approval was received to hire maintenance workers the Airport Manager positions will be kept vacant until the position control is lifted. They also asked the Department to review the capital projects which were submitted for fiscal year 2021 to see which projects could be deferred, modified or cancelled. The Department was able to modify some projects. The Department proposed to move forward with three projects which are the taxiway project at Apple Valley Airport and the removal of underground storage tanks at Barstow-Daggett Airport and Needles Airport. The project involving painting the Chino Airport hangars has been deferred.

The County Administrative Office also requested a 9% reduction of costs. This request is primarily

for County Departments who receive funding from the County General Fund, but the Department is tracking the revenues so we can modify expenditures if needed.

A number of tenants had requested deferred lease payment, but more than half of those have now started paying the full amount or a portion of their rent.

Director's Reports

Board of Supervisors Activity

The Board of Supervisors approved the appointment of Elliot Fried to the Department of Airports Commission.

Real Estate

Mr. Jenkins provided information on current property leasing activity.

- SoCal MRO (was sub-tenant to Mooney Enterprises) occupies Commercial Hangar #2. Tentative agreement was reached with the County and was calendared for approval from the Board of Supervisors on July 28th, but SoCal MRO didn't execute the lease agreement. The Department is now in a lawsuit against them to pursue possession of the hangar and for the monies they owe.
- Structure deterioration and insect damage to various individual hangar facilities in B-340. A claim was submitted to County Risk Management Department. Based on the assessment and recommendation the hangars may be either repaired or removed. If removed, tenant displacement can be expected to occur. The Department can offer tenants land to store their aircraft.

Financial Report

The Department's financial status is solid with reserves available. Even in the case where not all expected revenue is received reserves are available to cover for the lost revenue. If this occurs the Department will review expenditures and make adjustments.

Monthly Reports

Assistant Director

- **Administration**
 - Job offers extended to two candidates for Maintenance Worker I positions at Chino Airport.
 - Fiscal Specialist position has been offered to a candidate.
- **Chino**
 - Maintenance staff painting runway, mowing and weeding the airfield and around the airport.
 - The Ninety-Nines have painted a new compass rose in the north east corner west of Runway 03/21
 - Flo's Restaurant is open with outdoor seating.
- **Apple Valley**
 - The Apple Valley Airport Café is not open.
 - Apple Valley Airport has a new phone number (760) 995-8761 fax (760) 995-8766.

- **Twentynine Palms Airport**

- An RFP has been released for an Airport Keeper position. This person will be on site to assist pilots in fueling, assist runway inspections, light maintenance. Proposal meeting next week on-site.
- Staff assisted Trona Airport in replacement of beacon.

Chino Airport Operations

Mr. Jenkins explained that one of the Department's goals for this fiscal period was to acquire an acoustic counter to determine what the operational count is at the outlying desert facilities, unfortunately we may not be able to acquire it this cycle.

The total operational count as of June is 90,000 which is a significant decrease from last year count of 217,000. May had 4,000 less than last year, June had 5,000 less and April had 11,000 less. The numbers are depressed, but coming back up. This is strictly attributable to Covid.

Miscellaneous

Nothing to Report.

Date, Time and Place of Next Meeting

The next meeting will be held on Thursday, September 17, 2020 at 10:00 a.m. – Apple Valley Airport, 21600 Corwin Rd. Apple Valley, Ca. 92307.

Adjournment: Meeting was adjourned by Commissioner Asmus at 11:31 a.m.

Respectfully submitted,

Larry Asmus
Airports Commission

James E. Jenkins, Director
Department of Airports

Nicole Leyden, Secretary
Department of Airports



Interoffice Memo

DATE: September 14, 2020

PHONE: 909 387-8810

FROM: **JAMES E. JENKINS**
Director of Airports

MAIL CODE: 0831

TO: **AIRPORT COMMISSIONERS**

SUBJECT: **BOARD OF SUPERVISORS ACTIVITY – AUGUST 19, 2020 - SEPTEMBER 16, 2020**

APPROVED BOARD AGENDA ITEMS			
Board Date	Agenda Item No.	Subject	Recommendation(s)
No Items to present during this reporting period.			

INTEROFFICE MEMO



DATE: September 24, 2020

PHONE: 387-8810

FROM: JAMES E. JENKINS, Director
Department of Airports

MAIL CODE: 0831

TO: AIRPORT COMMISSIONERS

SUBJECT: PROPERTY LEASING ACTIVITY

The following is a summary of current property leasing activity.

No.	Airport	Location/Tenant	Square Foot	Monthly Rent/ Cost Per Square Foot	Status
1	CNO	Commercial Hangar No. 1	42,807 hangar & 8,072 office	Minimum Proposal requested \$20,221.00	. The SOP commenced on Friday, March 13, 2020 with proposal submittal deadline of April 20, 2020. The SOP was completed and RESD/Airports received two proposals. The proposals were reviewed and the determination was that Threshold Technologies provided the proposal that best met the needs of the County for these facilities. RESD will proceed with preparing the new lease agreement for processing through the Board of Supervisors week of July 28, 2020. LEASE FULLY EXECUTED
2	CNO	R&R Properties	5.97 acres	To be proposed	Tenant indicates they have major obstacles with City of Chino and have requested Airports to relocate point of sale activities off of Stearmen Drive. RESD/Airports working relocation. Tenant has relocated their kiosk to the location off Stearmen Drive and facilitate all retail activities from this location. SOP commenced 8/21 through 9/22/2020
3	CNO	R & R Properties	Approximately 148 acres, land area for cultivating sod	Approximately \$4,010 a month	RESD to commence negotiations with existing Sod farmer to extend term an additional three-years with right to terminate on 120 days notice. RESD prepared lease counsel approved week of 8/6/18 and lease submitted to tenant for review and signature week of 8/13/18. Additional modifications requested by counsel regarding Plume, lease to be resubmitted to tenant for review and approval upon counsel approval and addition of additional language.
4	CNO	Parcel B-305	5.40 acres of developable land	\$0.07 cents a square foot	Tenant pursuing permits through City of Chino Building and Safety Department continues as of 1/24/20. RESD/Airports meeting with tenant to

No.	Airport	Location/Tenant	Square Foot	Monthly Rent/ Cost Per Square Foot	Status
					discuss amending existing lease related to Development Period. Tenant provided letter requesting amending the lease to add additional development period. RESD/Counsel/Airports reviewing to determine next course of action. RESD preparing amendment to modify rent provision during permitting of development.
5	CNO	Port a Port Tenants	Approximately 60 spaces	Fee Ordinance Very based on size	RESD is working on the sale of five (5) port-a-ports and is preparing new agreements as of 12/3/19. RESD continues to work on the sale of port-a-ports at Chino Airport as of 5/120.
6	CNO	Various Individual Hangar Facilities in B-340	Building B-340		RESD has executed several agreements and is working with 6 other tenants of hangar B-340 to extend short term leases.
7	CNO	Port-a-port relocations from Brackett Airport		\$100 to \$120 a month Fee Ordinance	RESD has completed 16 of the 18 relocation of port-a-ports from Brackett Airport as of 1/21/20. There are several new request for additional units to be relocated to Chino Airport.
8	CNO	AIA Hangar A-230	10,000 square feet hangar space	Fee Ordinance Rates	RESD has obtained county counsel review and approval of lease week of 6/18/19. RESD/Airports addressing lease processing concerns prior to submission to tenant for execution. RESD to post leases as of 10/25/19 prior to executing agreement. RESD posted and received numerous interest in hangar. RESD/Airports processing SOP prior to end of 1/2020. SOP commenced on February 18, 2020. RESD received 4 proposals to lease A-230. Proposal have been submitted to review committee as of 4/13/2020 for review and comments. Selection committee has approved one of the submittals and RESD is in the process of preparing a new lease agreement as of 6/9/2020. Lease with tenant 8/31/20, will execute and return. Airports to proceed with termination of existing tenant.
9	CNO	Container Agreement Commercial Complex Area Worldwide Jet Charters	400 square feet each area	Ground Lease Agreements	RESD has prepared 1 new lease agreement (short term) for container placed at the commercial complex container area. Agreements to be submitted to tenants upon review by county counsel week of 5/1/2020.
10	CNO	Commercial Hangar 2 SOCAL MRO LLC	42,000 square feet	TBD	RESD was requested to prepare a new short term lease agreement for the existing term through the end of 2020. With the Termination Agreement with Mooney International

No.	Airport	Location/Tenant	Square Foot	Monthly Rent/ Cost Per Square Foot	Status
					for Commercial Hangar 2, County to put subtenant under contract through end of the year to proceed with unlawful detainer action. RESD intends to exercise an SOP for this facility upon notification by Airports.
11	CNO	Ramp Planes of Fame			RESD prepared a short term lease extension for the ramp area south of A-503 for aircraft storage

OTHERS:

Airports and RESD anticipate the following:

- MAG Aviation – 29 Palms consultant agreement being reviewed by county counsel to extend for two Years.
- As of 2/20/2020, RESD finalizing lease agreements to relocate port-a-port tenants from Bracket Airport to Chino..
- Pacific States Systems A-340 - Lease was submitted to tenant for review and execution by RESD week of 2/11/19. Lease revised and resubmitted to tenant 2/2020.
- Threshold Technologies – RESD has prepare a short term container agreement (extending current lease) for the Commercial Container Complex to add one additional container to the mix. Lease fully executed.
- Civil Air Patrol – RESD working on a new short term lease extension upon receipt of events/activities schedule from Civil Air Patrol for 2020. County Counsel has approved RESD lease and agreement will be provided to tenant after initial posting as per Policy.
- Pleasant Feed Supplements A-325 – RESD preparing new short term lease to continue to occupy the Modular Unit known as A-325, as of 2/1/20. Lease Fully Executed.
- Southern Counties Herd Association – A-320 RESD has prepared lease and Counsel has approved. RESD to submit agreement to tenant after initial posting as required per Policy. Posting completed as of 6/10/2020 and RESD is proceeding on having the lease agreements executed by all parties.
- Experimental Aircraft Association A-435 – Lease for office space has been prepared and approved by Counsel. RESD to submit to tenant after initial posting as required by Policy.
- Southern California Dairy Equipment – Negotiation several different agreements for space located in Building A-320. RESD has to post prior to finalizing the agreements. Posting has expired and RESD is proceeding with executing a lease for Southern Counties Herd as of 6/11/2020.
- Pacific States Systems – A-340 – Short term lease being executed tp extend lease. RESD to post prior to executing lease agreement.
- Chino Aviation A-340 – RESD preparing new lease for tenant to continue occupying the facilities. RESD to post prior to moving forward with execution of a new agreement. Posting has occurred and RESD is preparing a new lease extension for Chino Aviation for A-340.
- Navion Customs B-350 – RESD preparing new lease for existing tenant. RESD to post prior to proceeding with lease execution. Posting completed and RESD is preparing a new lease for tenant extending the term.

Budget Report FY 20/21 -AIRPORTS SUMMARY

Monday, September 14, 2020

	Budget	Expended/Received	21%	Percentage of the year % Expended/Received	Notes
Appropriations					
200-Services & Supplies-General	\$ 4,555,626.00	\$	944,600.45	21%	
241-Central Services	\$ 69,768.00	\$	9,523.25	14%	
294-Training/Travel	\$ 58,100.00	\$	(2,985.13)	-5%	
530-Other Financ Uses-Operating Trsf Out	\$ 2,869,435.00	\$	(1,197,450.55)	-42%	
540-Intra Entity Reimbursement Out	\$ 1,044,598.00	\$	6,928.75	1%	
541-Intra Entity Reimbursement In	\$ (712,091.00)	\$	36,575.72	-5%	
TOTAL EXPENDITURES	\$ 7,885,436.00	\$	(202,807.51)	-3%	
Revenues					
Property Tax	\$ (2,280,728.00)	\$	(58,374.06)	3%	
010-Licenses, Permits, & Franchises	\$ (37,000.00)	\$	(12,013.68)	32%	
030-Revenue From Use of Money & Property	\$ (3,076,488.00)	\$	(1,001,368.30)	33%	
070-Charges for Current Services	\$ (90,000.00)	\$	(52,198.19)	-	
075-Charges for Current Services-Fee Ord	\$ (1,752,851.00)	\$	-	0%	
080-Other Revenue	\$ (45,100.00)	\$	(10,748.02)	-	
REVENUES	\$ (7,985,432.00)	\$	(1,220,663.11)	15%	

Budget Report FY 20/21 - Apple Valley Airport
Monday, September 14, 2020

	Budget	Expended/Received	21%	Percentage of the year	
					% Expended/Received
Appropriations					
200-Services & Supplies-General	\$ 1,267,472.00	\$		76,544.08	6%
241-Central Services	\$ 30,200.00	\$		-	0%
294-Training/Travel	\$ 23,250.00	\$		272.39	1%
530-Other Financ Uses-Operating Trsf Out	\$ 2,869,435.00	\$		-	0%
540-Intra Entity Reimbursement Out	\$ 705,723.00	\$		(29,646.97)	-4%
541-Intra Entity Reimbursement In	\$ (4,975.00)	\$		-	0%
TOTAL EXPENDITURES	\$ 4,891,105.00	\$		47,169.50	1%
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Revenues					
Property Tax	\$ (2,280,728.00)	\$		(58,374.06)	3%
010-Licenses, Permits, & Franchises	\$ (35,000.00)	\$		(6,655.68)	19%
030-Revenue From Use of Money & Property	\$ (343,140.00)	\$		(147,325.59)	43%
070-Charges for Current Services	\$ -	\$		8,758.41	0%
075-Charges for Current Services-Fee Ord	\$ (307,125.00)	\$		-	0%
40809970 OTHER	\$ -	\$		(588.00)	-
40809990 TRUST TRANSACTIONS	\$ -	\$		(130.00)	-
080-Other Revenue	\$ -	\$		(718.00)	-
REVENUES	\$ (2,983,993.00)	\$		(174,324.92)	6%
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NET	\$ 1,907,112.00	\$		(127,155.42)	106.6421

Budget Report FY 20/21 - ADMINISTRATION

Monday, September 14, 2020

Appropriations	21%		Percentage of the year		Notes
	Budgets	Expended/Received	% Expended	Received	
200-Services & Supplies-General	\$ 1,136,256.00	\$ 322,327.78		28%	
241-Central Services	\$ 37,874.00	\$ 1,203.25		3%	
294-Training & Travel	\$ 8,500.00	\$ 133.06		2%	
440-Equipment	\$ 127,500.00	\$ -		0%	
450-Vehicles	\$ 45,000.00	\$ -		0%	
530-Operating Trsf Out	\$ -	\$ 28,405.55		0%	
540-Intra Entity Reimbursement Out	\$ 209,875.00	\$ 2,024.30		1%	
541-Intra Entity Reimbursement In	\$ (707,116.00)	\$ (36,575.72)		5%	
EXPENDITURES	\$ 1,386,638.00	\$ 357,454.55		26%	
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Revenue	Budgets	Expended/Received	% Expended Received		
40809955 NSF CHECKS	\$ (100.00)	\$ -		0%	
40809978 CONSOLIDATED BANKING CLEARING	\$ -	\$ (549.17)			
080-Other Revenue	\$ (100.00)	\$ (549.17)		549%	
40909975 OP TRANSFERS IN	\$ (1,477,584.00)	\$ -		0%	
090-Other Financing Sources	\$ (1,477,584.00)	\$ -		0%	
REVENUES	\$ (1,477,684.00)	\$ (549.17)		0%	
NET	\$ 281,430.00	\$ 511,040.84			

Budget Report FY 20/21 - BAKER Airport
Monday, September 14, 2020

Appropriations	21%		Notes
	Budget	Expended/Received	
200-Services & Supplies	\$ 43,705.00	\$ 14,000.12	32%
EXPENDITURES	\$ 43,705.00	\$ 14,000.12	32%
Revenue	Budget	Expended/Received	% Expended/Received
40759750 FEE ORD-LANDING FEES	\$ (20.00)	\$ -	0%
075-Charges for Current Services-Fee Ord	\$ (20.00)	\$ -	0%
REVENUES	\$ (20.00)	\$ -	0%
NET	\$ 43,685.00	\$ 14,000.12	32%

Budget Report FY 20/21 - CHINO Airport
Monday, September 14, 2020

	Budget	Expended/Received	-	Percentage of the year % Expended Received
	\$	\$	\$	
Appropriations				
200-Services & Supplies	\$ 1,425,265.00	\$ 398,528.90		28%
241-Central Services	\$ 1,694.00	\$ -		0%
294-Taining/Travel	\$ 16,100.00	\$ (3,750.00)		-23%
440-Capital Outlay-Equipment	\$ 1,000.00	\$ -		0%
540-Intra Entity Reimbursement Out	\$ 125,000.00	\$ 20,457.05		16%
EXPENDITURES	\$ 2,392,792.00	\$ 496,318.64		21%
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Revenue	Budget	Expended/Received		% Expended Received
010-Licenses, Permits, & Franchises	\$ (2,000.00)	\$ (4,324.00)		216%
020-Fines, Forfeitures, & Penalties	\$ -	\$ (420.00)		-
40308525 RENTS & CONCESSIONS	\$ (2,702,678.00)	\$ (800,900.14)		30%
030-Revenue From Use of Money & Property	\$ (2,702,678.00)	\$ (800,900.14)		30%
40509094 FEDERAL - GRANTS	\$ -	\$ 157,000.00		-
050-Intergovrnt Revenue-Federal	\$ -	\$ 157,000.00		-
070-Charges for Current Services	\$ (90,000.00)	\$ (51,958.19)		58%
075-Charges for Current Services-Fee Ord	\$ (1,355,530.00)	\$ -		0%
40809970 OTHER	\$ (15,000.00)	\$ (1,250.00)		8%
40809990 TRUST TRANSACTIONS	\$ -	\$ (860.00)		-
080-Other Revenue	\$ (15,000.00)	\$ (2,110.00)		14%
REVENUES	\$ (4,165,208.00)	\$ (702,712.33)		17%
NET	\$ (1,772,416.00)	\$ (206,393.69)		12%

Budget Report FY 20/21 - BARSTOW-DAGGET Airport
Monday, September 14, 2020

Appropriations	Budget	Expended/Received	21%	Percentage of the year	Notes
			% Expended/Received	% Expended/Received	
200-Services & Supplies-General	\$ 326,528.00	\$ 24,381.05		7%	
294-Services & Supplies-Travel Related	\$ 3,050.00	\$ 359.42		12%	
440-Capital Outlay-Equipment	\$ 10,000.00	\$ -		0%	
540-Intra Entity Reimbursement Out	\$ 2,000.00	\$ 143.75		7%	
EXPENDITURES	\$ 610,901.00	\$ 90,292.59		15%	
REVENUE	Budget	Expended/Received	% Expended/Received		
40308525 RENTS & CONCESSIONS	\$ (21,250.00)	\$ (7,160.57)		34%	
030-Revenue From Use of Money & Property	\$ (21,250.00)	\$ (7,160.57)		34%	
40509094 FEDERAL - GRANTS	\$ -	\$ 20,000.00		-	
050-Intergovrnt Revenue-Federal	\$ -	\$ 20,000.00		-	
40759745 FEE ORD-FUEL FLOWAGE	\$ (17,000.00)	\$ -		0%	
075-Charges for Current Services-Fee Ord	\$ (17,000.00)	\$ -		0%	
40809970 OTHER	\$ (30,000.00)	\$ (9,831.43)		33%	
080-Other Revenue	\$ (30,000.00)	\$ (9,831.43)		33%	
REVENUES	\$ (68,250.00)	\$ 3,008.00		-4%	
NET	\$ 542,651.00	\$ 93,300.59		17%	

Budget Report FY 20/21 - NEEDLES Airport

Monday, September 14, 2020

Appropriations	Budget	Expended/Received	21%		Notes
			Expended/Received	Percentage of the year % Expended/Received	
200-Services & Supplies	\$ 93,650.00	\$ 4,605.57		5%	
294-Training/Travel	\$ 6,000.00	-		0%	
540-Intra Entity Reimbursement Out	\$ 1,000.00	-		0%	
EXPENDITURES	\$ 100,650.00	\$ 4,605.57		5%	
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Revenue	Budget	Expended/Received	% Expended/Received		
40108370 ELECTRICITY	\$ -	\$ (470.00)		-	
010-Licenses, Permits, & Franchises	\$ -	\$ (470.00)		-	
40308525 RENTS & CONCESSIONS	\$ (8,788.00)	\$ (2,487.00)		28%	
030-Revenue From Use of Money & Property	\$ (8,788.00)	\$ (2,487.00)		28%	
40509094 FEDERAL - GRANTS	\$ -	\$ 20,000.00		-	
050-Intergovermnt Revenue-Federal	\$ -	\$ 20,000.00		-	
075-Charges for Current Services-Fee Ord	\$ (4,212.00)	\$ -		0%	
REVENUES	\$ (13,000.00)	\$ 17,043.00		131%	
NET	\$ 87,650.00	\$ 21,648.57		25%	

Budget Report FY 20/21 - TWENTYNINE PALMS Airport
Monday, September 14, 2020

Appropriation	Budget	Expended/Received	0.21 Percentage of the year % Expended/Received	Notes
200-Services & Supplies	\$ 262,750.00	\$ 97,854.05	37%	
440-Equipment	\$ 5,000.00	-	0%	
540-Intra Entity Reimbursement Out	\$ 1,000.00	833.75	83%	
EXPENDITURES	\$ 269,950.00	\$ 98,687.80	37%	
<hr/>				
40308525 RENTS & CONCESSIONS	\$ (632.00)	\$ (680.00)	108%	
030-Revenue From Use of Money & Property	\$ (632.00)	\$ (680.00)	108%	
40509094 FEDERAL - GRANTS	\$ -	\$ 20,000.00	-	
050-Intergovermnt Revenue-Federal	\$ -	\$ 20,000.00	-	
070-Charges for Current Services	\$ -	\$ (619.53)	-	
075-Charges for Current Services-Fee Ord	\$ (68,964.00)	\$ -	0%	
40809970 OTHER	\$ -	\$ (82.71)	-	
080-Other Revenue	\$ -	\$ (82.71)	-	
REVENUES	\$ (69,596.00)	\$ 18,617.76	-27%	
NET	\$ 200,354.00	\$ 117,305.56	59%	



Interoffice Memo

DATE: September 17, 2020

PHONE: 387-8810

A handwritten signature in blue ink that reads "Maureen A. Snelgrove".

FROM: **MAUREEN A. SNELGROVE**, Assistant Director
Department of Airports

TO: **JAMES E. JENKINS**, Director
Department of Airports

SUBJECT: **MONTHLY REPORT**

COVID-19 UPDATE

- No new updates.
- Public Service Kiosks – installed two kiosks at Chino and Apple Valley Airport to allow customers to FaceTime with staff for assistant, access the Maintenance Care Software and in the future update Gate Access Cards.
- The department has opted to waive the Fee Cycle and Rate Study process for FY 21/22.

ADMIN

- Attend weekly COVID-19 County Administration Coordinating Call.
- Re-engaged with Special Districts to conduct the EDU Count for determining the water and sewer fees at Chino Airport; this information is to be used in the FY 22/23 Fee Cycle.

CHINO

- Active painting, mowing and weed maintenance continues.
- 8/31/2020 FAA update meeting.

DESERT AIRPORTS

- TNP – 8/18/2020 an RFP released for an Airport Keeper.

APPLE VALLEY

- Apple Valley Airshow and Virtual Airshow have been cancelled.
- New airport phone number: New phone number (760) 995-8761 / Fax number (760) 995-8766.

CHINO AIRPORT OPERATIONS

Month	2016	2017	2018	2019	2020	Local	AC	AT	GA	MI	Civil	MI	IFR
January	14206	11685	17892	13452	21607	13964	1	49	7549	44	13958	6	1651
February	14675	11905	16439	14957	19644	12861	2	53	6683	45	12778	83	1318
March	14906	16145	17611	16760	13354	9343	7	37	3932	35	9271	72	995
April	14330	16259	18493	19014	8606	5575	1	18	2939	73	5443	132	648
May	14783	19164	20200	17680	13571	8234	8	67	5222	40	8159	75	1182
June	14431	17387	20163	18774	13881	8987	5	29	4833	27	8976	11	1147
July	15220	19569	16071	18565	15261	10071	4	45	5099	42	10063	8	972
August	16883	17968	17683	20322	0	0							
September	15217	18135	16313	19351	0	0							
October	13993	20969	16123	19405	0	0							
November	15267	18366	13413	19629	0	0							
December	13672	15538	13880	19272	0	0							
Total	177,583	203,090	204,281	217,181	105,924	36,889	28	298	36257	306	68648	387	7913

Current Year Monthly Breakdown

