

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING  
October 23, 2008**

The meeting of the San Bernardino County Airports Commission was called to order at 9:00 a.m. by Chairman Cox. Meeting location: Department of Airports Administration, 825 E. Third Street, Room 200, San Bernardino, CA 92415.

**Commission Members Present:**

Jim Bagley  
Roy Cox , Chair  
Bill McGurty  
William Smith, Vice-Chair  
Craig Watkins

**Commission Members Absent:**

Stephen Stewart

**Staff Present:**

James E. Jenkins, Assistant Director  
Suzanne Pekar, Staff Analyst II  
Natalie Read, Executive Secretary II  
Steve Mintle, Real Estate Agent  
Sharon Davis, Real Estate Agent

Department of Airports  
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Real Estate Services Dept.  
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**Visitors Present:**

J.W. Monroe, HDP

**Pledge of Allegiance:** Led by Chairman Cox

**Report on Posting of Agenda:** Mr. James E. Jenkins, Assistant Director, reported that the agenda has been posted outside of the building and at the County Airports.

**Approval of Minutes:** Commissioner Watkins moved (seconded by Commissioner McGurty) to approve the minutes of the September 25, 2008 meeting. Motion carried.

Natalie Read stated for the record a revision to the agenda, Item #9 should state Baker Airport New Beacon and Pole Relocation Project.

**Public Comments:** None.

**Commissioners Comments:** Commissioner Watkins thanked James Jenkins, Suzanne Pekar, Brett Godown, and Robert Cayce for the tour of the Chino Airport.

Chairman Cox gave an update on the Rialto Airport, adding the estimated closure date of the airport will not be until the end of 2009. He discussed the operations on the airport and tenant relocation.

**Public Comments:** None

**Monthly Updates – James E. Jenkins, Assistant Director:**

**Capital Improvement Program:**

**Runway 15/33 Rehabilitation project at Baker Airport**

Responsibility for the project has been given to Brett Godown, Operations Supervisor.

**Taxiway B Extension and Electrical upgrades – Barstow-Daggett Airport**

Mr. Jenkins stated a meeting was held with Associated Engineers. He discussed the 20,000 cubic yards of grindings that were gifted to the department for the project. He discussed the issues related to accepting the grindings and the fact that Board approval would be necessary to accept the items. He stated the plans were 75% complete.

**PCE/TCE Environmental Mitigation – Chino Airport**

Mr. Jenkins stated the drilling project for the monitoring wells has begun. Discussion ensued to timelines for drilling the wells and the locations of the wells. Mr. Jenkins anticipates a 45 day project process.

**Shade Port Reconstruction Project – Needles Airport**

Mr. Jenkins reported to the Commission that the structure will be removed and rebuilt. He discussed the insurance issues related to this project and the costs for rebuilding. Discussion ensued on the replacement hangar in Barstow in relationship to the Shade Port rebuilding.

**Board of Supervisors Activity:**

Mr. Jenkins discussed October 7, 2008 Agenda Item #14, Demolish Hangar No. 7 at Barstow/Daggett Airport, adding that was an amendment to the contract to include the mitigation of asbestos that was found during the demolition project.

Discussion ensued on the following upcoming Board Items to be heard in November 2008: Use Permit with UNAVCO, Inc., and the Fog Seal Airfield Pavements.

Commissioner Bagley commented on a 6" crack on the runway at Twentynine Palms Airport.

**Property Leasing Activity:**

Mr. Steve Mintle stated that through December there will be various types of leases coming forward. He discussed the process for lease extensions.

Discussion ensued regarding the lease rates.

**Finance:**

Suzanne Pekar discussed the expenditures, revenues and delinquencies.

Discussion ensued regarding delinquencies and fuel flowages.

Suzanne Pekar mentioned that the military might be holding another retreat at the Barstow/Daggett Airport in spring. She also mentioned that there will be filming of the television series Hero's at the Chino Airport late in the evening on October 31, 2008.

**Monthly Reports:**

Mr. Jenkins reported on the Apple Valley Air Show, adding the number of attendees has been determined to be between 12-15,000. He reported on the Barstow/Daggett fuel tank repairs, and the Super AWOS issue at the Redlands Airport that Patrick Maroney was able to provide assistance.

Commissioner Smith thanked the department for helping Redlands Airport with their Super AWOS issue.

Mr. Jenkins reported that Brett Godown has returned to his former position of Operations Supervisor and is based at the Apple Valley Airport. He stated Mr. Godown's time is going to be spent with the Baker Project and at the Barstow/Daggett Airport. He stated that Eddie

Loera, Maintenance Supervisor for Barstow/Daggett Airport is a 36 year employee who will probably be retiring by the end of the year. One of Mr. Godown's current duties is to gather all the information Mr. Loera has about the airport before his retirement.

Discussion ensued regarding the Chino Airport Manager position.

Mr. Jenkins informed the Commission that his current duties are at Chino Airport covering the facility.

**Airport Updates – James E. Jenkins, Assistant Director:**

**Apple Valley Airport:**

**Air Show Update:**

Mr. Jenkins stated that letters of commendation were sent from Supervisor Brad Mitzelfelt and the CAO's office, Norm Kanold.

**Barstow/Daggett Airport:**

**Daggett Aviation Fuel:**

Mr. Jenkins stated that Daggett Aviation is now authorized to receive all types of fuel. He felt they will be more diligent with addressing concerns from the Fire Department.

**Chino Airport:**

Mr. Jenkins discussed issues with the Chino Airport. He discussed the Taxiway Echo project, well drilling project, cleanup projects, and Building A-305 removal.

**Twentynine Palms Airport:**

**Structural Analysis of Modular Home:**

Mr. Jenkins discussed the Modular Home to be housed by Patrick Maroney, Maintenance Worker I as a caretaker of the airport. He discussed the structural analysis and remodel of the facility.

**Baker Airport:**

**New Beacon and Pole Relocation Project:**

Mr. Jenkins stated the beacon and pole will be installed, adding staff will be performing the installation of the project.

**CSA 60 Update – James E. Jenkins, Assistant Director**

Mr. Jenkins stated the CSA 60 Sphere of Influence should not be an issue for another five years.

**National Business Aviation Association (NBAA) Update**

Mr. Jenkins referred to the NBAA written report by Mr. Mike Williams, adding Mr. Williams and Mr. Terry Stover attended the NBAA Conference on October 6 – 8, 2008 in Orlando, Florida. Mr. Jenkins discussed the brochures that were distributed at the NBAA conference.

Discussion ensued on the Fourth District discretionary funds.

Discussion ensued on having the Commission tour the San Bernardino International Airport (SBIA) at the next Commission meeting.

**Adjournment:** Chairman Cox adjourned the meeting at 9:55 a.m.

**Date, Time and Place of Next Meeting**

The next Airport Commission meeting will be held on Thursday, December 4, 2008, at 9:00 a.m. The Commission will be notified if the meeting will be at the Department of Airports Administration, 825 E. Third Street, San Bernardino, CA 92415, or at the San Bernardino International Airport offices.

Respectfully submitted,



Roy Cox, Chairman  
Airports Commission



James E. Jenkins, Assistant Director  
Department of Airports



Natalie Read, Executive Secretary II  
Department of Airports