

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING  
December 4, 2008**

The meeting of the San Bernardino County Airports Commission was called to order at 10:00 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:**

Mike N. Williams, Director  
James E. Jenkins, Assistant Director  
Suzanne Pekar, Staff Analyst II  
Terry Stover, Apple Valley Airport Manager  
John A. Fumando, Chino Airport Manager  
Natalie Read, Executive Secretary II  
Steve Mintle, Real Estate Agent  
Sharon Davis, Real Estate Agent

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**Visitors Present:**

Christney Barilla, Advance Planning Division, Land Use Services Department  
Jim Squire, Advance Planning Division, Land Use Services Department

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

**Report on Posting of Agenda:** Mr. Mike Williams, Director, stated the agenda was posted per requirements.

**Awards, Guest Introductions and Announcements – Mike N. Williams, A.A.E., Director:**

Mr. Williams introduced the newly hired Chino Airport Manager, John A. Fumando. He gave a brief history of Mr. Fumando's work experience, adding that Mr. Fumando will be starting with the County effective December 20, 2008. Chairman Cox welcomed Mr. Fumando to the Department of Airports on behalf of the Commission.

**Approval of Minutes:** Commissioner McGurty moved (seconded by Commissioner Smith) to approve the minutes of the October 23, 2008 meeting. Motion carried.

**Commissioners Comments:** Commissioner McGurty thanked the Commission and staff for all the help throughout the years and stated that he would be resigning from the Commission at the end of his appointment in January. Chairman Cox stated it was a pleasure to have him on the Commission throughout the years and that he had provided a great opportunity for other Commissioners to share his experience and expertise.

**Public Comments:** None

Chairman Cox stated due to scheduling conflicts, Item #10 will be heard as Item #8 on the agenda.

**Ordinance – 12-9-08 Planning Commission Augmentation:**

Mr. Williams briefed the Commission on the Airport Land Use Commission, the alternative option for Counties and the removal of the alternative option for the Counties. He discussed the alternative option of the Airport Land Use Commission versus a separate bodied Airport Land Use Commission. He referred to the ordinance handout.

Mr. Jim Squire, Deputy Director Advance Planning, Land Use Services Department, gave a brief history of the requirement by the State law for the Airport Land Use Commission, the Airport Land Use Compatibility Plan, and the allowance of an alternative procedure, which was developed in the mid 90's. Since the Senate decision action to eliminate the alternative procedure, the County's legislative analyst suggested that the subject ordinance be adopted to show the State that the County was trying to meet the intent of the law. He discussed the ordinance and amendments to the language by County Counsel. He discussed the stipend for the commissioner's who would be utilized for the Planning Commission.

Commissioner Bagley asked if the Airport Commissioner would be voting on the Planning Commission item relating to the airport land use item. Mr. Squire replied the commissioner would be voting on the item and would only be obligated to hear the airport land use item.

Mr. Squire discussed the rotation basis of the Airport Commissioners and that the first choice would be the commissioner representing the supervisorial district of the Planning Commission item.

Discussion ensued on the Airport Commission meeting schedule and the Planning Commission meeting schedule.

Mike Williams suggested to Chairman Cox that the Commission should call a vote of the item.

Chairman Cox called for a vote. Commissioner Bagley moved to approve the ordinance amending Title 1 of the County of San Bernardino Code; seconded by Commissioner Smith. All in favor, Chairman Cox stated the motion carried.

Mr. Squire introduced Christney Barilla in the Planning Department who deals with the Airport Land Use Compatibility plans. He further discussed the update of the compatibility plans in accordance with the new recommendations by the Caltrans Aeronautics Division and that he would be interested in having the Airport Commissions recommendations.

**Monthly Updates – Mike N. Williams, Director****Capital Improvement Program:****Runway 15/33 Rehabilitation project at Baker Airport**

Mr. Williams stated the department has requested from Caltrans Aeronautics additional funding to complete the work, and that Caltrans is considering the request. He stated the sub-base will need to be rebuilt.

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

Mr. Williams stated that the first two well sites have been drilled and the consultant has moved to the third site, the Prado Golf Course. After completion of drilling, the analysis of the data and preparation of the report will be sent to the Regional Water Quality Control Board. He stated the department did ask for a time extension for 60 days from the State on submittal of the report. Chairman Cox asked that the well site drill findings be brought back to the Commission

for review. Mr. Williams stated that as soon as he gets the findings he will calendar it on the agenda.

**Shade Port Reconstruction Project – Needles Airport**

Mr. Williams stated that the existing former wood structure that was wind damaged has been removed from the airport. They are now moving into the next phase to erect new shade structures at Needles, adding they are working with the Architecture and Engineering Department to prepare a performance based specification. He discussed remaining funding from insurance coverages.

Mr. Williams discussed the CIP list, and the State budget proposal on the removal of aeronautic grant funding for one to two budget cycles. He stated he is working with the County legislative analysts to provide information on the legislature. He discussed the federal grant funding on the AIP program. He discussed an economic stimulus package and stated they are continuing to push with the National Airports Association to include some funding for AIP in the stimulus package. He discussed funding for the taxiway expansion project at Barstow/Daggett.

Discussion ensued on the FAA reauthorization bill.

**Board of Supervisors Activity:**

Mr. Williams referred to the Board of Supervisors Activity Report.

Discussion ensued with Commissioner Bagley and Mr. Williams regarding the Use Permit with UNAVCO, Inc. and the earthquake monitoring.

**Property Leasing Activity:**

Mr. Williams discussed the property leasing report and the situation with Threshold at Chino Airport and their default of the lease. He discussed the aspect of putting together a lease amendment or lease agreement with Threshold that would outline a process and schedule for getting the past rents current and due.

Commissioner Watkins asked if the 4<sup>th</sup> District Supervisor was aware and supportive of the approach. Mr. Williams stated that the 4<sup>th</sup> District Supervisor was supportive of the approach.

Chairman Cox commented on department policies for negotiation of leases.

**Finance:**

Mr. Williams discussed issues with Championship Aviation and the fact that they are in default of their lease. He discussed the programs and methods that Economic Development Agency has that can provide assistance to small businesses in the County.

Discussion ensued regarding Encore Jet Center and their services and their new minority partner C.B. Nanda, who is a fuel provider.

Discussion ensued regarding Kris Kohl's relationship to Championship and the transient fees.

Ms. Suzanne Pekar discussed the delinquency report.

Mr. Williams discussed the time frame for Threshold and the Auditor's audit report.

Mr. Williams discussed the fuel flowage charts and graphs, adding there has not been a major drop in the fuel flowage.

Mr. Jenkins discussed the helicopter training in the flight pattern at the Chino Airport.

**Monthly Reports:**

Mr. Williams discussed the monthly reports. He stated he has been asked to be on the Research Panel with the Transportation Research Board in Washington D.C. to develop a handbook for the Capital Improvement Program. He discussed the National Business Aviation Association (NBAA) Schedulers and Business Conference to be held in Long Beach on January 13-January 16, 2009. He discussed the NBAA conference in Orlando.

Mr. Williams discussed the RFQ for the Airport Master Developer, and the December 16, 2008, board item for solicitation for selecting a planning consulting firm.

Mr. Williams discussed meetings with the Grand Jury at Needles and Apple Valley and a proposed meeting at the Chino Airport.

Mr. Williams discussed the audit report from the Auditor/Controller-Recorder's office and policies and procedures for the department.

Mr. Williams briefly discussed items on Mr. Stover's monthly report: the fueling system correction at Barstow/Daggett Airport and removal of waste and debris at the Twentynine Palms Airport.

**Miscellaneous Issues – Mike N. Williams, Director:**

Mr. Williams discussed the Twentynine Palms airlift operations incident.

Mr. Williams stated the Twentynine Palms staff hours have been adjusted. Patrick Maroney has moved to a 4-10 work schedule, Monday-Tuesday, Thursday-Friday. Notice has been posted on the building with hours and emergency notification phone numbers.

Mr. Williams discussed the following handouts: TSA fliers on board with security measures, and Aviation Technical Advisory Committee-Summary of Boyd Group Aviation Forecast Summit.

Mr. Williams discussed the CIP Projects for 2010-2014, updated Airport Master Plans for Chino and Apple Valley, the updated Department's Strategic Business Plan, and the proposed fee adjustment schedule.

**Airport Updates:**

**Apple Valley Airport – Terry Stover, Apple Valley Airport Manager**

Mr. Stover discussed the new hangars capacity and waiting lists.

He discussed the 50/10 inspection from the Caltrans Division of Aeronautics at the airports.

**Baker Airport – Terry Stover, Apple Valley Airport Manager**

Mr. Stover discussed the beacon relocation.

**Barstow/Daggett Airport – Terry Stove, Apple Valley Airport Manager**

Mr. Stover discussed the retirement of Eddie Loera, Maintenance Supervisor. He stated that Brett Godown, Operations Supervisor, is developing an operations manual for the Barstow/Daggett Airport.

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

Mr. Jenkins discussed flight schools at Chino Airport.

The Commission discussed the location of the next meeting. Commissioner Smith asked about the tour of the San Bernardino International Airport (SBIA). Chairman Cox asked Mr. Williams to coordinate the tour of SBIA possibly for the next Commission meeting. Chairman Cox stated the next Commission meeting will be held at 10:00 a.m. in San Bernardino Airports or SBIA offices.

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

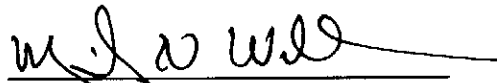
The next Airport Commission meeting will be held on Thursday, January 22, 2009, at 10:00 a.m. either at San Bernardino Airports Admin., 825 E. Third Street, San Bernardino, CA 92415, or at the San Bernardino International Airport offices.

**Adjournment:** Chairman Cox adjourned the meeting at 11:15 a.m.

Respectfully submitted,



Roy Cox, Chairman  
Airports Commission



Mike N. Williams, A.A.E., Director  
Department of Airports



Natalie Read, Executive Secretary II  
Department of Airports