

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
February 26, 2009**

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

Commission Members Absent:

Craig Watkins
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

Department of Airports
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Real Estate Services Dept.
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Visitors Present:

Andrew Scanlon, AECOM
J.W. Monroe

Pledge of Allegiance: Led by Chairman Cox

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

Awards, Guest Introductions and Announcements – Mike N. Williams, A.A.E., Director:
None

Approval of Minutes: Chairman Cox deferred the approval of the minutes to the next Commission meeting due to lack of quorum. Due to the lack of a quorum, the Commission cannot take action on any agenda items.

Commissioners Comments:

Commissioner Bagley stated the terminal at San Bernardino International Airport has been completed. Mr. Williams will inquire as to the date of opening ceremonies for the terminal.

Public Comments:

None

Monthly Updates – Mike N. Williams, Director

Capital Improvement Program:

Electrical Upgrades at Chino Airport

Mr. Williams stated that the grant from the FAA was received and the Chairman of the Board of Supervisors signed the grant and an item will be going before the Board of Supervisors on March 17, 2009 to ratify the action by the Chairman of the Board. The funds will be approximately 1.4 million dollars. He further added the taxiway construction project at Barstow would hopefully be funded later this year.

Mr. Williams discussed the short-term AIP allocated dollars by congress. He discussed a long-term multi AIP bill.

Board of Supervisors Activity:

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

Property Leasing Activity:

Mr. Williams discussed the Property Leasing Report and the lease with Southern California Edison.

Finance:

Mr. Williams briefly discussed the status of leases at the Chino Airport: Threshold and Championship Aviation/Championship Jets at Chino Airport.

He discussed Encore Jet Center as the fuel provider at Chino.

He discussed the fuel flowage report.

Monthly Reports:

Mr. Williams discussed the Monthly Reports. Mr. Williams discussed the preparation for the Air Show at Apple Valley scheduled for October 3, 2009.

Mr. Williams discussed the retirement of the Maintenance Supervisor at Barstow/Daggett Airport and the recruitment for the position. He also discussed the promotion of Patrick Maroney to Airport Maintenance Worker II at the Barstow/Daggett Airport.

Mr. Williams discussed the restaurant operator at Apple Valley Airport (Leonard's Café) has ceased their business and he further discussed the Solicitation of Proposal process for the restaurant.

Mr. Stover commented that there are interested parties in the restaurant at the Apple Valley Airport.

Discussion ensued regarding ownership and responsibility of maintaining the equipment in the restaurant.

Mr. Williams discussed the issuance of the Request for Solicitation for an Airport Planning Firm. He discussed the process in evaluating the proposals and selection. He discussed the Airport Master Plan Updates at Chino and Apple Valley Airports, and updates to the Airport Layout Plan for the County Airports in relation to the Airport Planning Firm. Mr. Williams asked for a representative of the Commission to volunteer as a reviewer in the selection of the firm. Commissioner Bagley volunteered to be on the review panel.

Miscellaneous Issues – Mike N. Williams, Director:

Mr. Williams discussed the requests for the vacant Airport Commissioner positions for the Second and Fourth Districts.

Discussion ensued regarding the proposed military training facility on the east side of the Apple Valley Airport.

Duke's Flying Club Update – James E. Jenkins, Assistant Director:

Mr. Jenkins discussed the history of Tom Pulley's of Duke's Flying Club history with Chino Airport, business permit and fiscal issues and his position of being a subtenant of Tom King Enterprise, the short-term lease agreement, and the Solicitation of Proposal award, the update of Duke's Flying Club corporation status, and the proposed office space lease, month to month agreement on Merrill Avenue.

Discussion ensued on Duke's Flying Club requested tie down spaces.

Discussion ensued on the fuel flowage charts and the spike in January flowage at Twentynine Palms Airport.

Date, Time and Place of Next Meeting

Discussion ensued on having the next meeting at the terminal building at the San Bernardino International Airport (SBIA). Mr. Williams stated he will inquire about having the meeting at the SBIA. Chairman Cox stated if the meeting will not be at SBIA, then the March meeting will take place at San Bernardino Airports.

Discussion ensued on the new Airport Administration offices and having the June meeting in the new offices.

The next Airport Commission meeting will be held on Thursday, March 26, 2009, at 10:00 a.m. at either the San Bernardino International Airport 294 So. Leland Norton Way, San Bernardino 92408 or San Bernardino Airports Administration, 825 E. Third Street, San Bernardino, CA 92415.

Adjournment: Chairman Cox adjourned the meeting at 10:40 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