

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING  
July 23, 2009**

The meeting of the San Bernardino County Airports Commission was called to order at 10:05 a.m. by Vice-Chair Smith. Meeting location: Department of Airports Administration, 777 East Rialto Avenue, CA 92415.

**Commission Members Present:**

Jim Bagley  
Bob Cable  
William Smith, Vice-Chair  
Craig Watkins

**Commission Members Absent:**

Larry Asmus  
Roy Cox, Chair  
Stephen Stewart

**Staff Present:**

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

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Real Estate Services Dept.  
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**Visitors Present:**

None

Mr. Williams informed the Commission that he received an e-mail from Commissioner Stewart regarding his absence at today's meeting.

**Pledge of Allegiance:** Led by Vice-Chair Smith.

**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:**

**Approval of Minutes:** Commissioner Cable moved (seconded by Commissioner Bagley) to approve the Minutes of the May 28, 2009 and June 25, 2009 Airport Commission meetings.

**Commissioners Comments:**

None

**Public Comments:**

None

**Monthly Updates****Capital Improvement Program – Mike N. Williams, Director:**

Mr. Williams discussed the Federally funded electrical upgrade project at Chino Airport. He stated the Baker Runway 15/33 Rehabilitation and the Shade Port Construction Project at Needles are scheduled to go before the Board of Supervisors on August 4, 2009. Mr. Williams

discussed the possibility for additional Shade Ports at Needles Airport due to the State of Arizona legislature and the Division of Aeronautics.

Mr. Williams stated the FAA is looking at possibly programming 5 to 5 ½ million dollars for the Taxiway Project at Barstow/Daggett Airport over the next two upcoming fiscal years.

Commissioner Watkins asked about the PCE/TCE environmental mitigation and the determination of the horizontal extent of the plume. Mr. Jenkins stated that an additional four wells will have to be drilled and further discussed the locations of the drilling. Mr. Jenkins stated the drilling will begin this winter and will be monitored in the spring. Discussion ensued regarding the cost for reimbursement remediation and mitigation options.

#### **Board of Supervisors Activity:**

Mr. Williams referred to the Board of Supervisors Activity Report and discussed the following Board Items that were approved by the Board of Supervisors on July 21, 2009: Lease agreement with Southern California Edison; Request for Qualifications for Airport Engineering Services; and Chino Airport Request for Qualifications for Master Developer Services.

Discussion ensued regarding the Chino Airport Request for Qualifications for Master Developer Services.

#### **Property Leasing Activity:**

Mr. Williams discussed the Property Leasing Report and the Agricultural leases at Chino that were coming up for expiration. He stated the department will move forward with solicitation proposals on those items. He stated the market analysis of the commercial hangar complex had been completed by the appraiser and reviewed by department staff, and he further discussed the appraisal analysis. He discussed negotiations with the new restaurant provider at the Apple Valley Airport.

Discussion ensued regarding the Solicitation of Proposals process for the agricultural leases.

#### **Finance Report:**

Mr. Williams discussed the finance report and the delinquency report.

Discussion ensued on the Silverstate Helicopters and Championship delinquencies.

Mr. Jenkins discussed Championship Aviation and the fact that they sublease from Mr. Richard Sumonian. He discussed aspects of the lease and location of the facilities. He discussed the eviction of Championship from the leasee and the Championship delinquencies.

Mr. Williams discussed the fuel flowage and the issuance of a press release for Chino Airport regarding the increase in operational activity.

Discussion ensued regarding the current tax payments on the fuel flowage to the County. Discussion ensued regarding obtaining the fuel flowage monies directly from the fuel supplier rather than from the tenant.

Discussion ensued regarding the possible vacating of Championship Aviation and their operation.

#### **Monthly Reports – Mike N. Williams, A.A.E., Director:**

Mr. Williams discussed the FAA Western Regional Conference that he and Suzanne Pekar

attended, and discussed the Southwest Chapter Airport Executives Conference in San Diego. He discussed AIP reauthorization and CIP funding.

Discussion ensued regarding security at the General Aviation airports.

Discussion ensued regarding potential development at Chino and Apple Valley Airports.

**Miscellaneous – Mike N. Williams, A.A.E., Director:**

Mr. Williams discussed the Grand Jury Report that was published. He briefly discussed the Grand Jury's findings for the department, adding he will discuss this further at the next Commission meeting. He discussed the Jury's following findings: (1) the lease agreements do not cover the County's expense for the leasee's negligence; (2) the long term financial interest for the County would be better served by the department moving from agricultural leases to an aeronautical based element; (3) the 2003 Master Plan at Chino is outdated; and, (4) airport safety inspections are not being performed within the recommended timelines from the State of California. Mr. Williams advised the Commission that a formal response will be written to the Grand Jury and he will provide additional information to the Commission.

**Pavement Condition and Mitigation Efforts – Building B-160 (J-5) Unit 8 – James E. Jenkins, Assistant Director:**

Mr. James E. Jenkins presented to the Commission an update on the pavement issues of Chino tenant Mr. Joy Noyes, who spoke at the June Commission meeting. Mr. Jenkins distributed an interoffice memo to the Commissioners regarding this issue. He discussed the pavements on the airport, monthly sweeping at the airport, and the routine patching and crack filling activities that are ongoing at the airport. He discussed the "J" Hangars and the department's management of the hangars, and the location of Mr. Noyes hangar, Building B-160 (J-5) Unit 8, and location of his pavement concerns. He discussed the 2008-2009 budget cycle and the discretionary funds that were not allocated for the pavement improvement. He discussed the department's intent to maintain the pavements and to keep the pavements safe, the scheduled fog seal project for the month of August 2009, and the pursuit of State and Federal funding sources.

Commissioner Cable commented on AIP funding issues with regards to pavement maintenance.

Mr. Williams invited the Commission to the Department's Open House beginning at noon.

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

Discussion ensued on consensus by the Commission to be dark for the month of August. The Commission decided not to have a meeting in August.

The next Airport Commission meeting will be held on Thursday, September 24, 2009, at 10:00 a.m. at the San Bernardino Airports Administration, 777 East Rialto Avenue, San Bernardino, 92415-0831.

**Adjournment:** Vice-Chair Smith adjourned the meeting at 10:49 a.m.

Respectfully submitted,

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William Smith, Vice-Chair  
Airports Commission

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

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Natalie Read, Executive Secretary II  
Department of Airports

APPROVED