

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
October 22, 2009**

The meeting of the San Bernardino County Airports Commission was called to order at 10:00 a.m. by Chairman Cox. Meeting location: Barstow/Daggett Airport, 39500 National Trails Highway, Daggett, CA 92327.

Commission Members Present:

Larry Asmus
Jim Bagley
Bob Cable
Roy Cox, Chair
William Smith, Vice-Chair
Craig Watkins

Commission Members Absent:

Stephen Stewart

Staff Present:

James E. Jenkins, Assistant Director
Terry Stover, Apple Valley Airport Manager
Shawn Arena, Chino Airport Manager
Natalie Read, Executive Secretary II
Steve Mintle, Real Estate Agent
Sharon Davis, Real Estate Agent

Department of Airports
Department of Airports
Department of Airports
Department of Airports
Real Estate Services Dept.
Real Estate Services Dept.

Visitors Present:

Ron Hamm, Apple Valley Aviation

Pledge of Allegiance: Led by Chairman Cox.

Report on Posting of Agenda: Mr. James E. Jenkins, Assistant Director, stated the agenda was posted per requirements.

Awards, Guest Introductions and Announcements – James E. Jenkins, Assistant Director:

Mr. James E. Jenkins introduced the recently hired Chino Airport Manager, Shawn Arena. Mr. Arena gave a brief background of his work experience with the aviation industry.

Approval of Minutes: Commissioner Watkins moved (seconded by Commissioner Asmus) to approve the Minutes of the September 24, 2009 Airport Commission meeting.

Commissioners Comments:

Chairman Cox gave an update on the Rialto Airport and the fact that the City of Rialto was having the Redevelopment Agency take over the leases of all the tenants on the Airport. He stated the estimated closure date is from 5-7 years.

Public Comments:

None.

Apple Valley Airshow Update Followup – Terry Stover, Apple Valley Airport Manager:

Mr. Stover referred to interoffice memo dated October 22, 2009, regarding the Airshow After Action Report (attached). Items discussed were attendance, expenses, air show acts, static displays, vendor displays and other services.

Discussion ensued on the attendance at the air show and advertising for the air show.

Discussion ensued regarding the fee charged by the Planes of Fame.

Chino Fuel Plume Update – James E. Jenkins, Assistant Director

Mr. Jenkins stated that on October 27th Mr. Williams will be briefing the CAO's office on the status of the Chino Fuel Plume project. He discussed the discussions with the Chino Basin Watermaster in an attempt to develop a joint solution to the plume mitigation issue. He discussed partnering with the Watermaster on a well field the Watermaster currently has that could help mitigate the plume problem.

Discussion ensued on the northeast quadrant and the plume. Mr. Jenkins stated that it appears to be a separate issue from the plume and appears to only be soil contamination.

2010 Airport Commission Meeting Dates – James E. Jenkins, Assistant Director:

Mr. Jenkins discussed with the Commission upcoming Commission meeting dates and locations. The Commission discussed meeting at other locations that were not on the list of locations noted on the sheet. Discussion ensued on holding a meeting at Needles Airport. Discussion ensued regarding the Needles Shade Port project. The Commission discussed holding meetings in Needles Airport in the Winter and Twentynine Palms Airport in the Fall.

Monthly Updates

Capital Improvement Program – James E. Jenkins, Assistant Director:

Mr. Jenkins referred to the Capital Improvement Program memo and discussed the Needles Shade Port project, adding the project is anticipated to begin mid-November. He discussed the Stormwater Management Plan project, and the locations of the detention basins, adding three basins will be constructed at the southwest quadrant of the Airport near Highway 83 and Kimball Avenue. He discussed the history of the Stormwater project which began in 2006. The project is anticipated to be completed by the first of the year, and then the Airports Department will have complied with the City of Chino's required to have onsite storm water detention and management.

Discussion ensued on the amount the Fourth District dedicated to the project. Mr. Jenkins stated the amount was \$500,000 to the project. Mr. Jenkins stated the total project is anticipated to be \$650,000 -675,000. Mr. Jenkins stated there is an Airports reserve account for the remainder of the project costs.

Board of Supervisors Activity:

Mr. Jenkins referred to the Board of Supervisors Activity Report and discussed the following items: October 6, 2009, Chino Airport Detention and Stormwater Conveyance; October 6, 2009, Lease agreement with Skidmark's Roadside Grill; October 6, 2009, Master Plan Updates for Apple Valley and Chino Airports.

Discussion ensued regarding the consultant for the Master Plan Updates - Coffman and Associates. Mr. Jenkins stated the Planning Action Committee kickoff meeting is planned for January 2010.

Commissioner Cable asked the question regarding submitting for AIP funding for the Master Plans. Mr. Jenkins discussed the funds utilized to accomplish the Master Plans.

Mr. Jenkins discussed the October 20, 2009, Rehabilitation Project 15/33 for the Baker Runway. He stated a preconstruction conference was held on October 21, 2009 at the Apple Valley Airport, adding the project will begin on October 30th. Mr. Jenkins discussed the funding for the project, adding they were able to procure additional funding through Caltrans, and would also

have to supplement the project from contingency funds for approximately \$75,000.

Property Leasing Activity:

Mr. Jenkins discussed the Property Leasing Activity Report. He discussed the Samuel Lewis and the Ronald LaBrucherie lease holds. He discussed meeting with Mr. LaBrucherie in 2007 regarding repaying dollars collected from properties that he no longer had use of due to projects that were constructed on the Airport. He discussed the issue with Mr. LaBrucherie not being compensate for loss of crop and the ongoing negotiations and/or litigation. Discussion ensued on the loss of Mr. LaBrucherie's crops.

Mr. Jenkins discussed Cal Aero Property, adding the property will revert back to the County in November 2009. He also stated that B-297 will also revert back to the County in December 2009.

Commissioner Watkins asked about the Threshold leases. Mr. Jenkins stated that Threshold continues to make their monthly payments since April 2009. He stated they have had meetings with Threshold.

Discussion ensued regarding Threshold and Encore leases, rates and the market rental analysis.

Finance Report:

Mr. Jenkins discussed the monthly Financial Reports and discussed the Delinquency Report. Mr. Jenkins stated that Century Aircraft Painting is two months out on the delinquency report, adding the lease expires the end of November. He discussed Championship Aviation business permits, and the removal of their fuel tank at the Airport. Discussion ensued regarding the repayment schedule for Championship Aviation.

Mr. Jenkins discussed Kris Kohl transient fees and lease payments for Dome Hangar #4 noted on the Delinquency Report.

Mr. Jenkins discussed the Buddy Plaster lease and delinquency and issues related to Mr. Plasters requested conditions on the lease. Mr. Jenkins stated Mr. Plaster is vacating the facility.

Discussion ensued regarding the Threshold delinquency and monies owed.

Chairman Cox raised a question regarding the Apple Valley Appropriations Revenue Trend Report and additional revenue this month. Mr. Jenkins explained that the increase is related to the tax increment that is received in one payment.

Chairman Cox raised a question regarding the increase of rents on the Appropriations Revenue Trend Report for Chino. Mr. Jenkins stated that would be due to the September annual payments due on T-hangars.

Chairman Cox raised a question regarding the increase of services and supplies on the Appropriations Revenue Trend Report for Needles Airport. Mr. Jenkins explained that was caused by transfer issue costs associated with the engineering, planning and development of the shade ports or nose docs. He stated once a quarterly review is done and adjustments are made, the costs will be moved into a capital line.

Discussion ensued regarding Kay's Café and their new lease agreement that is currently being executed.

Monthly Reports – James E. Jenkins, Assistant Director:

Mr. Jenkins referred to the monthly reports.

Miscellaneous – James E. Jenkins, Assistant Director:

Mr. Shawn Arena briefed the Commission on the Middle Marker issue at the Chino Airport. He stated they received notice from the Western Service Area FAA that they were planning to decommission the Middle Marker on December 17th. He stated calls were made to Coffman and Associates and to the FAA Los Angeles Region, adding they investigated and discovered that information that should have been sent to the department was not sent. He stated they are still investigating this issue. Mr. Arena stated that he will provide the Commission with an initial staff report.

Mr. Jenkins discussed a letter from the Planes of Fame dated September 30, 2009, regarding their event profit and payment to the department for excess profits the Planes of Fame obtained from the Chino Air Show.

Mr. Jenkins referred to the Aviation Week article by Mr. Charles Barclay, President of the American Association of Airport Executives, regarding recent articles relating to funding of smaller airports.

Discussion ensued regarding the Championship fuel flowage and the Encore fuel flowage reports.

Date, Time and Place of Next Meeting

The next Airport Commission meeting will be held on Thursday, December 3, 2009, at 10:00 a.m. at the Department of Airports Administration Office, 777 East Rialto Avenue, San Bernardino, CA 92415.

Adjournment: Chairman Cox adjourned the meeting at 11:25 a.m.

Respectfully submitted,

Roy Cox, Chairman
Airports Commission

James E. Jenkins, Assistant Director
Department of Airports

Natalie Read, Executive Secretary II
Department of Airports

APPROVED