

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
December 3, 2009**

The meeting of the San Bernardino County Airports Commission was called to order at 10:30 a.m. by Chairman Cox. Meeting location: Department of Airports, 777 East Rialto Avenue, San Bernardino, CA 92415

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:

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

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Visitors Present:

Ray Marquez, Chino Valley Fire District
Edmund Quiteyis, Chino Valley Fire District
Chris Swonke, Parsons Brinkerhoff
Chuck McCormick, PB/Associated

Pledge of Allegiance: Led by Chairman Cox.

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

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

Mr. Mike N. Williams introduced Ray Marquez, Director with the Chino Independent Fire District, and Chuck McCormick with PB/Associated Engineers.

Mr. Williams stated that Gailyn Watson, Secretary at the Chino Airport, has received her 10 year County employment service pin. She was unable to be present at the Commission meeting to receive her pin. Mr. Williams gave a brief history of Gailyn's work history and congratulated Gailyn on her 10 year service pin. Mr. Williams stated that Gailyn will be presented with her pin at the Department of Airports Holiday Luncheon on December 8th.

Approval of Minutes: Commissioner Smith moved (seconded by Commissioner Watkins) to approve the Minutes of the October 22, 2009 Airport Commission meeting.

Commissioners Comments:

Commissioner Watkins stated he met with Shawn Arena, the Chino Airport Manager, adding he appreciated Shawn's hospitality.

Commissioner Smith stated that he and Commissioner Cable attended the County Planning Commission meeting this morning being the first time that Airport Commissioners augmented airport related Planning Commission action items. He stated that Commissioner Cable did comment to the Planning Commission to possibly modify their procedure to hold a separate Airport Land Use meeting prior to the Planning Commission meeting. Commissioner Cable commented that the Planning staff did an excellent job on their staff reports.

Mr. Williams stated he appreciated Commissioner Smith and Commissioner Cable attending the meeting on short notice. He stated he is working with the Land Use Services Director to streamline the process.

Chairman Cox discussed the City of Rialto's Redevelopment agency taking over some of the leases at the Rialto Airport. He added that will happen between now and July.

Commissioner Bagley discussed the new Alternative 6 for the proposed expansion of the Twentynine Palms Marine Corps facility.

Public Comments:

Ray Marquez, Director with the Chino Valley Fire District, stated concerns about Chino Airport's lack of airport rescue and fire fighting abilities and would these questions be part of the upcoming Airport Master Plan. Mr. Williams stated that the Airport Master Plan is not anticipated to address the question of Aircraft Rescue and Fire Fighting (ARFF) specifically. Currently, none of the County owned and operated airports meet the requirements from the Federal Aviation Administration (FAA) for ARFF services. He stated that there was a level of public protection that needs to be provided. He further discussed the costs of the airports. He stated that the department is open to discuss the issue further with the Chino Valley Fire District staff.

AOPA/NBAA Events – Mike N. Williams, A.A.E., Director:

Mr. Mike N. Williams discussed his attendance at the NBAA (National Business Aviation Association) Conference in Orlando Florida, and the AOPA (Aircraft Owners and Pilots Association) which was held in Tampa Florida. He stated that both associations represent segments of the aviation community with NBAA focusing on business/corporate aviation and AOPA focusing on the individual pilot owners. He discussed the attendance at the conferences and the benefits of the conference for the department and the County. He discussed a possible meeting with AOPA in Maryland in early March with Supervisor Ovitt's office to discuss partnering with them for their Long Beach NBAA convention.

Mr. Williams distributed a flash drive to the Commission that Economic Development had developed that is web based that has links to the brochures, a Google Earth component, lists all of the six airports, tourist destinations, the city each airport is located at, and information regarding each individual airport.

Mr. Williams discussed the next event on the NBAA calendar which is the Schedulers and Dispatchers Conference in San Antonio on January 27, 2010, adding that he, Shawn Arena and Economic Development staff will be attending.

Burbank Part 161 Study – Mike N. Williams, A.A.E., Director:

Mr. Williams briefed the Commission on the Federal Aviation Administration Part 161 Study process that the Burbank Airport has gone through and the decision to deny the application by the FAA. He discussed the attached document.

Barstow/Daggett Hangar Collapse – Terry Stover, Apple Valley Airport Manager:

Mr. Stover showed photos of the Nose Dock #2 collapse at the Barstow/Daggett Airport. He discussed the Nose Dock buildings and gave a brief history. He stated staff had been working with Risk Management to retrofit the entire Nose Dock prior to the collapse of the Nose Dock. He discussed the possible removal of the building and putting up a smaller structure.

Discussion ensued on the date the Nose Docks were constructed. Mr. Stover stated they were probably constructed in the 1940's.

Mr. Jenkins discussed the history of the Nose Docks, deterioration of the structure, structural engineer analysis and the final collapsing of the Nose Dock.

Baker Runway Rehabilitation – Terry Stover, Apple Valley Airport Manager:

Mr. Stover showed a slide show of the Baker Runway Rehabilitation Project. He stated the project was a cold in place recycling process.

Mike Williams discussed the funding from Caltrans for the Runway Rehabilitation project.

SCAG Chino Airport Smart Growth Project – Mike N. Williams, A.A.E., Director:

Mr. Williams discussed the Southern California Association of Governments (SCAG) electronic program called "Compass Blueprint". He stated the program utilizes GIS and 'virtual reality' and technology to convey land use and planning information for a community. The Aviation Technical Advisory Committee (ATAC) approved SCAG to go forward with implementing the program utilizing the Chino Airport as the first airport. The program consultant would be obtained through SCAG. He discussed the aspects of the program that would provide visuals of the airport and surrounding areas as well as technical data of what the airport does, provides for the community and the purpose of the airport.

Discussion ensued regarding the "Compass" program utilizing airports as major transportation hubs.

Airport Master Plan Update – James E. Jenkins, Assistant Director:

Mr. Jenkins discussed the previous master plan stating that the primary focus was to complete the runway and taxiway geometry of the airport. He discussed the one pavement that is still identified on the ACIP that the County Airports needs to complete at Chino Airport. He discussed the current master plan and the consultant Coffman Associates who were also the consultants who completed the previous master plan. He discussed the focus of the current master plan being the comprehensive land use on the airport, infrastructure improvement, access onto the airport and vehicular access abilities and security. He stated Coffman Associates have gone through the scoping process, and have been to the Airport to do the physical inventory of the facilities. He discussed the upcoming planning committee meeting that will take place in January with the public and stakeholders.

Championship Aviation Briefing – James E. Jenkins, Assistant Director:

Mr. Jenkins briefed the Commission on the Championship Aviation activity and police activity and UCC Filings in relation to the Championship Aviation issues. He discussed the dealings that the airport management had with Championship to try to help salvage the business. Mr. Jenkins stated the issue with Championship should be resolved by the end of January.

Twentynine Palms Management Update – James E. Jenkins, Assistant Director:

Mr. Jenkins stated that the Chino Airport staff members will be manning the Twentynine Palms Airport. Mr. Randall Lee will be returning to the Barstow/Daggett Airport to help manage that airport.

Middle Marker Update Chino Airport – Shawn Arena, A.A.E., Chino Airport Manager:

Mr. Arena briefed the Commission on the Middle Marker developments proposed by the FAA. He discussed a letter sent on November 3, 2009 under Mike N. Williams' signature to the FAA Western Service Agency in Seattle regarding lack of coordination and communication efforts to decommission the middle marker at Chino Airport. He discussed the follow-up memo from the FAA rescinding the decommissioning of the middle marker. He stated since the letter, Mr. Jenkins received an e-mail that the FAA was planning to re-engage the middle marker decommission at Chino Airport. Mr. Arena spoke with Mr. Mike Jones of the FAA requesting time with him to discuss the decommissioning of the middle marker.

Mr. Williams commented on the AOPA and the Airport Association's help in relation to the middle marker issue.

2010 Department Special Events – Mike N. Williams, A.A.E., Director:

Mr. Williams referred to Information Item listing the special events at the County Airports. He discussed the special events: Chino Airport 70th Anniversary Celebration, State of the County, Chino Airport/Planes of Fame Airshow, Summer Kids Camp, Boy Scouts of America 100th Anniversary Photo Shoot, Apple Valley Airshow, Southern California Edison facility dedication.

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

Mr. Williams referred to the Capital Improvement Projects memo and discussed the Taxiway B Extension and Electrical Updates project.

Mr. Williams discussed the Fuel Plume issue at Chino Airport, adding that the department has been in discussions with the CAO's office and County Counsel regarding the involvement with the Watermaster. He discussed the insurance providers and the responsibility of the costs. He discussed the funding of the next phase of the characterization study which is approximately \$400,000.

Board of Supervisors Activity:

Mr. Williams referred to the Board of Supervisors Activity Report. Mr. Williams stated that there will be two Board meetings per month for the 2010 year calendar. He discussed the Needles Shade Port Replacement project which will go before the Board on December 15, 2009.

Property Leasing Activity:

Mr. Williams discussed the Property Leasing Activity Report. He discussed the Auditor/Controller-Recorder recommendations for the department to monitor the lease termination dates more diligently. He discussed Threshold and their pending proposal for their repayment of the past due rent.

Finance Report:

Mr. Williams discussed the department's budget and projections. He discussed the usage from the airports and the fuel flowage at the airports. He stated the overall budget for the County for this year is stable, adding that next year might be a challenge with the possible shortfall of the general fund. He discussed one SOP development at Chino and two firms that are interested in Apple Valley Airport.

Ms. Suzanne Pekar discussed the delinquency reports and the collection process.

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

Mr. Williams referred to the Monthly Reports.

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

Mr. Williams stated Mr. Uffer was asked to be released from his position as the CAO for the County. He discussed the recruitment for a CAO.

Commissioner Asmus asked about Embry Riddle Aeronautical University utilizing Chino Airport. Mr. Williams discussed the lack of higher education facilities in the County of San Bernardino and the possible utilization of aviation education entities at the San Bernardino County Airports.

Date, Time and Place of Next Meeting

The next Airport Commission meeting will be held on Thursday, January 28, 2010, 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 11:50 a.m.

APPROVED

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

APPROVED