

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY
REGULAR MEETING AGENDA
WEDNESDAY, JANUARY 24, 2018

3:00 P.M. (Closed Session, immediately followed by Open Session)

MAIN AUDITORIUM – Norton Regional Event Center – 1601 East Third Street, San Bernardino, CA



A regional joint powers authority dedicated to the reuse of Norton Air Force Base for the economic benefit of the East Valley

R. Carey Davis, President

Mayor, City of San Bernardino

James C. Ramos, Vice President

Supervisor, County of San Bernardino

Ovidiu Popescu, Secretary

Councilmember, City of Loma Linda

COMMISSION MEMBERS:

Richard A. DeLaRosa

Mayor, City of Colton

Fred Shorett

Councilmember, City of San Bernardino

Penny Lilburn

Mayor, City of Highland

ALTERNATE COMMISSION MEMBERS:

Phillip Dupper

Mayor Pro Tempore, City of Loma Linda

Curt Hagman

Supervisor, County of San Bernardino

Larry McCallon

Mayor Pro Tempore, City of Highland

Virginia Marquez

Councilmember, City of San Bernardino

Jack R. Woods

Councilmember, City of Colton

- Full agenda packets are available at the SBIAA office, 1601 East Third Street, San Bernardino, California, will be provided at the meeting, and are posted in the Public Meetings/Agenda section of our website at www.sbiaa.org. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.
- Recordings of the SBIAA Commission meetings are available in the Public Meetings/Agenda section of our website at www.sbiaa.org.
- In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SBIAA office at (909) 382-4100. Notification 48 hours prior to the meeting will enable SBIAA staff to make reasonable arrangements to ensure accessibility to this meeting.
- Anyone who wishes to speak during public comment or on a particular item will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be turned in to the Clerk of the Board.
- Public comments for agenda items that are not public hearings will be limited to three minutes.
- Public comments for items that are not on the agenda will be limited to three minutes.
- The three-minute limitation shall apply to each member of the public and cannot be shared.

ORDER OF BUSINESS – CLOSED SESSION

This meeting of the governing Commission of the San Bernardino International Airport Authority will begin with Closed Session Public Comment and Closed Session, immediately followed by the Open Session portion of the meeting.

- **CALL TO ORDER**
- **CLOSED SESSION PUBLIC COMMENT**
- **RECESS TO CLOSED SESSION**

A. CALL TO ORDER / ROLL CALL

B. CLOSED SESSION PUBLIC COMMENT

The Closed Session Public Comment portion of the San Bernardino International Airport Authority Commission meeting is limited to a maximum of three minutes for each speaker and comments will be limited to matters appearing on the Closed Session portion of the agenda. Additional opportunities for further Public Comment will be given during and at the end of the meeting.

C. CLOSED SESSION

An announcement is typically made prior to closed session discussions as to the potential for a reportable action at the conclusion of closed session.

- a. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *Inland Valley Development Agency, the Successor Agency to the Inland Valley Development Agency, a joint powers authority/federal base reuse authority; San Bernardino International Airport Authority, a joint powers authority, v. Michael Cohen, in his official capacity as the Director of the State of California Department of Finance; DOES 1 through 50, inclusive, Sacramento County Superior Court Case No: 34-2016-80002374.*
- b. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *Inland Valley Development Agency, a joint powers authority/federal base reuse authority, and Inland Valley Development Agency as a Successor Agency, v. Oscar Valdez, in his official capacity as the County of San Bernardino Auditor – Controller/Treasurer/Tax Collector; Michael Cohen, in his official capacity as the Director of State of California Department of Finance; and DOES 1 through 50, inclusive, Sacramento County Superior Court Case No. 34-2016-80002502.*

- c. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *Inland Valley Development Agency, the Successor Agency to the Inland Valley Development Agency, a joint powers authority/federal base reuse authority; San Bernardino International Airport Authority, a joint powers authority, v. Michael Cohen, in his official capacity as the Director of the State of California Department of Finance; DOES 1 through 50, inclusive, Sacramento County Superior Court Case No. 34-2016-80002615.*
- d. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
- Property: Hangar 795, San Bernardino International Airport
- Negotiating Parties: David Graham, Director, on behalf of Unical Aviation, Inc.
David Reed, Principal, on behalf of Pulsar Aviation, Inc.
Michael Burrows, Executive Director, on behalf of SBIAA
- Under negotiations: Instructions will be given to the SBIAA negotiator concerning terms and price.
- e. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
- Property: Portions of Former Norton AFB Parcel I-3
- Negotiating Parties: Michael Burrows, Executive Director, on behalf of SBIAA
Jorge Medina, on behalf of GPP Global Holdings, Inc. (GPP-GH)
- Under negotiations: Instructions will be given to the SBIAA negotiator concerning terms and price.
- f. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
- Property: Former Norton Air Force Base Building 680
- Negotiating Parties: Michael Burrows, Executive Director, on behalf of SBIAA
Dan Munsey, Assistant Chief, Division 6, on behalf of the San Bernardino County Fire Department
- Under negotiations: Instructions will be given to the SBIAA negotiator concerning terms and price.

D. REPORT ON CLOSED SESSION

Public announcement(s) will be made following closed session if there are any reportable actions taken during closed session.

ORDER OF BUSINESS – OPEN SESSION

- **CALL TO ORDER OPEN SESSION**
- **PLEDGE OF ALLEGIANCE**

E. ITEMS TO BE ADDED OR DELETED

Pursuant to Government Code Section 54954.2, items may be added on which there is a need to take immediate action, and the need for action came to the attention of the San Bernardino International Airport Authority subsequent to the posting of the agenda.

F. CONFLICT OF INTEREST DISCLOSURE

1. Members shall note agenda item contractors and subcontractors which may require member abstentions due to possible conflicts of interest.
[**PRESENTER:** Jennifer Farris; **PAGE#:** 007]

G. INFORMATIONAL ITEMS

It is intended that the following subject matters and their attachments are submitted to the Commission members for informational purposes only. No action is required with regard to these items in the form of a receive-and-file motion or otherwise. Members may inquire of staff as to any questions or seek clarifications, but no discussion may ensue other than to place an item on a subsequent agenda for further consideration. In such situations where permissible levels of discussion are conducted, members are reminded that staff has not presented the related contractor and interested parties conflicts of interest disclosures that are typically provided for agenda items for which action is intended to occur. Additionally, questions may arise as to negotiation strategies or other legal issues which are more appropriately addressed in a closed session discussion.

2. Informational Items [**PRESENTER:** Michael Burrows]
 - a. Executive Director's Report [**PAGE#:** 026]
 - b. Annual Airport Operations Update [**PAGE#:** 027]
 - c. Full Scale Emergency Exercise [**PAGE#:** 043]
 - d. Status of the Annual Audit [**PAGE#:** 050]

H. **COMMISSION CONSENT ITEMS**

The following consent items are expected to be routine and non-controversial and will be acted upon by the Commission at one time under unless the Commission directs that an item be held for further discussion.

3. Register of Demands – January 24, 2018
[PRESENTER: William Garay; PAGE#: 051]
4. Receive and file Treasurer's Report for November 30, 2017 for the San Bernardino International Airport Authority (SBIAA)
[PRESENTER: William Garay; PAGE#: 056]
5. Approve Meeting Minutes: December 27, 2017
[PRESENTER: Jennifer Farris; PAGE#: 059]

I. **COMMISSION ACTION ITEMS**

Anyone who wishes to speak on a particular item will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be turned in to the Clerk of the Board. Public comments for agenda items that are not public hearings will be limited to three minutes.

6. Consider and adopt proposed budget adjustments for Fiscal Year 2017-2018
[PRESENTER: Michael Burrows; PAGE#: 069]
7. Approve award of a professional services agreement with Burns & McDonnell Engineering Company, Inc. in an amount not to exceed \$57,000.00 to perform preliminary planning and design services for General Aviation Hangar C
[PRESENTER: Jim Harris; PAGE#: 071]
8. Authorize the procurement of furniture from Office Solutions Business Interiors in an amount not to exceed \$37,630.44 and appropriate a contingency of 10% or \$3,763.04
[PRESENTER: Nicole Jews; PAGE#: 088]
9. Review status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through June 30, 2018
[PRESENTER: Michael Burrows; PAGE#: 102]

J. ADDED AND DEFERRED ITEMS

Deferred Items and Items which have been added pursuant to Government Code Section 54954.2 as noted above in Section E.

K. OPEN SESSION PUBLIC COMMENT

Anyone who wishes to speak during Open Session Public Comment will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be given to the Clerk of the Board. Public comments for items that are not on the agenda will be limited to three minutes. The three-minute limitation shall apply to each member of the public and cannot be shared with other members of the public.

L. COMMISSION MEMBER COMMENT

Commission members may make announcements or give brief reports on activities or matters not appearing on the agenda, as well as provide direction to staff relating to matters which may be addressed at this time.

M. ADJOURNMENT

Unless otherwise noted, this meeting will be adjourned to the next regularly scheduled meeting of the San Bernardino International Airport Authority Commission on Wednesday, February 28, 2018.