

**SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY**  
**REGULAR MEETING COMMISSION ACTIONS**  
**WEDNESDAY, MARCH 28, 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

**Commission Members**

**City of Colton**

Mayor Richard A. DeLaRosa	Present
Councilmember Jack R. Woods (alt)	Present (In audience and closed session)

**City of Loma Linda**

Councilmember Ovidiu Popescu, Secretary	Present
Mayor pro tempore Phillip Dupper (alt)	Absent

**County of San Bernardino**

Supervisor James C. Ramos, Vice President	Present (arrived at 3:05pm)
Supervisor Curt Hagman (alt)	Absent

**City of San Bernardino**

Mayor R. Carey Davis, President	Present
Councilmember Fred Shorett	Present
Councilmember Virginia Marquez (alt)	Present

**City of Highland**

Councilmember Penny Lilburn	Present
Mayor Larry McCallon (alt)	Present (In audience and closed session)

**Staff Members and Others Present**

Michael Burrows, Executive Director	Scott Huber, Legal Counsel, Cota Cole, LLP
William Garay, Director of Finance	Jim Harris, Manager of Capital Projects
Mark Gibbs, Director of Aviation	Sharon Leon, Property Manager
Nikolas Persson, Airport Manager	Jennifer Farris, Assistant Secretary of the Commission
Mark Dennis, IT Manager	

The Regular Meeting of the San Bernardino International Airport Authority was called to order by President R. Carey Davis at approximately 3:02 p.m. on Wednesday, March 28, 2018 in the Main Auditorium of the Norton Regional Event Center, 1601 East Third Street, San Bernardino, California.

**A. CALL TO ORDER / ROLL CALL**

Roll call was duly noted and recorded.

Members of the Commission and the public joined Vice-President James C. Ramos in the Pledge of Allegiance.

**B. CLOSED SESSION PUBLIC COMMENT**

There were no closed session public comments.

**C. CLOSED SESSION**

President R. Carey Davis recessed to closed session at 3:03 p.m. Mr. Scott Huber, Cota Cole, LLP, read the closed session items as posted on the Agenda.

- 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.*

Let the record reflect that President R. Carey Davis was not present during the discussion of Closed Session Item C.d.

- 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.

Let the record reflect that Closed Session Item C.e. was not discussed during closed session.

- e. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
- Property: Kelly Space & Technology– former Norton Air Force Base JRETS West/East
- Negotiating Parties: Mike Gallo, President, Kelly Space & Technology  
Michael Burrows, Executive Director, on behalf of SBIAA
- Under negotiations: Instructions will be given to the SBIAA negotiator concerning terms and price.

Let the record reflect that Vice President James C. Ramos was not present during the discussion of Closed Session Item C.f.

- 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.
- g. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *Southern California Edison Co., a California corporation, v. Prologis L.P., a Delaware limited partnership; San Bernardino International Airport Authority; and Does 1 to 200, inclusive; and all persons unknown claiming any title or interest in or to the property sought to be condemned herein; San Bernardino County Superior Court, Case No. CIVDS1724290*
- h. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *San Bernardino International Airport Authority, a regional joint powers authority v. Stratus Aircraft Services, Inc., a California corporation, San Bernardino County Superior Court, Case No. UDFS1700755*

**D. REPORT ON CLOSED SESSION**

President R. Carey Davis reconvened the meeting at 4:09 p.m. President Davis asked Mr. Scott Huber, Cota Cole, LLP, if there were any reportable items. Mr. Scott Huber, stated that there were no reportable items and that item C.e. was not discussed. Mr. Huber also noted that Vice-President James C. Ramos was not present for the discussion on item C.f. and President R. Carey Davis was not present for the discussion on item C.d.

At this point in the meeting, Mayor pro tempore Jack Woods took Mayor Richard DeLaRosa's place on the dais as a representative of the City of Colton.

**E. ITEMS TO BE ADDED OR DELETED**

There were no items to be added or deleted.

**F. CONFLICT OF INTEREST DISCLOSURE**

1. President R. Carey Davis stated Commission members should note the item(s) listed which might require member abstentions.

Vice- President James C. Ramos noted a conflict on closed session item C.f.

**G. INFORMATIONAL ITEMS**

Mr. Michael Burrows, Executive Director, presented the following informational items:

2. Informational Items
  - a. Executive Director's Report [PAGE#: 055]
  - b. Report on Airport Fire Services [PAGE#: 056]
  - c. Airport Operations Staffing [PAGE#: 057]
- 2b. Mr. Burrows, introduced Mr. Mark Gibbs, Director of Aviation, who referenced a PowerPoint presentation entitled, "Annual Airport Operations Update - January 24, 2018," (as contained on pages 028-042 of the Agenda packet) and provided a brief report. Deputy Chief Don Trapp, San Bernardino Regional Emergency Training Center, provided a summary on enhancing services to SBD through partnership. Mr. Burrows introduced Mr. Nikolas Persson as SBD's new Airport Manager.

**H. COMMISSION CONSENT ITEMS**

3. Register of Demands – March 28, 2018
4. Receive and file Treasurer's Report for January 31, 2018, for the San Bernardino International Airport Authority (SBIAA)
5. Approve Amendment No. 3 to the professional services agreement with Development One, Inc. for additional services related to Hangar 763 Improvement in an amount not to exceed \$18,000.00, subject to approval by the U.S. Department of Commerce Economic Development Administration Grant No. 07-49-06453

6. Approve the closeout of the Hangar 695 Electrical System and Lighting Project; authorize the Executive Director to execute all closeout documents and submit the Notice of Completion
7. Authorize staff to contract for professional and construction services through a modified procurement process for the upgrade of Hangar 795
8. Approve a Notice of Completion with Braughton Construction, Inc., for the Maintenance Building #730 Renovation Project
9. Approve Amendment No. 10 to the lease agreement for Building 302 between the San Bernardino County Fire Protection District and the San Bernardino International Airport Authority
10. Approve Amendment No. 10 to the lease agreement for Hangar 763 between the San Bernardino County Fire Protection District and the San Bernardino International Airport Authority
11. Approve Meeting Minutes: March 1, 2018

**ACTION:** Approve Agenda Item Nos. 3-11

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUSLY]</b>
<b>MOTION/SECOND:</b>	Shorett / Woods
<b>AYES:</b>	Davis, Lilburn, Popescu, Ramos, Shorett, and Woods.
<b>NAYS:</b>	None.
<b>ABSTENTIONS:</b>	None.
<b>ABSENT:</b>	None.

**I. COMMISSION ACTION ITEMS**

12. Review status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through June 30, 2018.

Mr. Michael Burrows, Executive Director, referenced a PowerPoint presentation entitled, "June 2018 – Proposed Airport Focal Areas" (also included on pages 107-109 in the Agenda Packet) and provided a brief report on Agenda Item No. 12.

This item was for discussion purposes only, no formal action was taken.

**ACTION:** Review the Action Plan for the San Bernardino International Airport Authority through June 30, 2018.

J. ADDED AND DEFERRED ITEMS

There were no added or deferred items.

K. OPEN SESSION PUBLIC COMMENT

There was no open session public comment.

L. COMMISSION MEMBER COMMENT

There were no Commission member comments.

M. ADJOURNMENT

There being no further business before the Commission, President R. Carey Davis declared the meeting adjourned at 4:23 p.m.

**Approved at a Regular Meeting of the San Bernardino International Airport Authority on Wednesday, April 25, 2018.**

  
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**Jennifer Farris**

**Assistant Secretary of the Commission**