

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY

REGULAR MEETING AGENDA

WEDNESDAY, JUNE 27, 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

Councilmember, 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, City of Highland

Virginia Marquez

Councilmember, City of San Bernardino

Jack R. Woods

Mayor Pro Tempore, 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 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*

- 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.

- f. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6.

The SBIAA Commission will meet with its duly designated representative to discuss salaries, salary schedules and compensation, and fringe benefits payable to the following non-represented positions specified by title.

Negotiating for SBIAA: President R. Carey Davis and Vice President James C. Ramos

Position Title
Executive Director

- g. Conference to consider the appointment, employment and/or evaluation of employment, pursuant to Government Code Section 54957(b), related to the following position: Executive Director

D. <u>REPORT ON CLOSED SESSION</u>

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#: 008]

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#: 019]**
 - b. Fiscal Year End Highlights **[PAGE#: 020]**
 - c. Report on Airport Marketing Activities **[PAGE#: 046]**

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 unless the Commission directs that an item be held for further discussion.

3. Register of Demands – June 27, 2018
[PRESENTER: William Garay; PAGE#: 056]
4. Receive and file Treasurer's Report for April 30, 2018 for the San Bernardino International Airport Authority (SBIAA)
[PRESENTER: William Garay; PAGE#: 062]
5. Approve Amendment No. 1 to the agreement with Image Builders and Developers, Inc. in an amount not to exceed \$14,500 for professional services
[PRESENTER: Jim Harris; PAGE#: 065]
6. Approve Change Order Nos. 1-5 and closeout Hangar 763 Structural Improvements Project authorizing release of retention and notice of completion; subject to approval by U.S. Department of Commerce Economic Development Administration Grant No. 07-49-06454
[PRESENTER: Jim Harris; PAGE#: 070]
7. Approve Change Order Nos. 1-3 and closeout IRP Site 2 Landfill Parking Lot Repairs Construction Project authorizing release of retention and Notice of Completion
[PRESENTER: Jim Harris; PAGE#: 074]
8. Ratify a construction contract with Brickley Construction for the Hangar 795 Asbestos and Lead Abatement Project; approve Change Order 1 and closeout authorizing release of retention and Notice of Completion
[PRESENTER: Jim Harris; PAGE#: 078]
9. Ratify the award of a Professional Services Agreement with Benson Security Systems Inc. for fire sprinkler tenant improvement services for Hangar 795 in an amount not to exceed \$79,632.27
[PRESENTER: Mark Gibbs; PAGE#: 081]
10. Ratify the award of Professional Services Agreement with Benson Security Systems Inc. for fire alarm tenant improvement services for Hangar 795 in an amount not to exceed \$36,111.95
[PRESENTER: Mark Gibbs; PAGE#: 087]
11. Approve Meeting Minutes: May 23, 2018
[PRESENTER: Jennifer Farris; PAGE#: 093]

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.

12. Consider and adopt the San Bernardino International Airport Authority (SBIAA) Budget for Fiscal Year 2018-2019
[PRESENTER: William Garay; PAGE#: 102]
13. Approve certain consultant contracts for Fiscal Year 2018-2019
[PRESENTER: William Garay; PAGE#: 213]
14. Approve the standard form SBD Fest 2018 performer and sponsor agreement and approve the 2018 air show entertainment contract with the Patriots Jet Team
[PRESENTER: Catherine Pritchett; PAGE#: 233]
15. Approve the form of a lease agreement with Federal Express Corporation for Hangar No. 795
[PRESENTER: Mark Gibbs; PAGE#: 248]
16. Approve the form of a lease agreement with San Bernardino County Fire District for portions of Building 680 (Airport Fire Station)
[PRESENTER: Mark Gibbs; PAGE#: 319]
17. Consider and discuss a report on Strategic Plan Initiatives
[PRESENTER: Michael Burrows; PAGE#: 339]
18. Review status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through June 30, 2018
[PRESENTER: Michael Burrows; PAGE#: 341]

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, July 25, 2018.