

**SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY**  
**REGULAR MEETING COMMISSION ACTIONS**  
**WEDNESDAY, SEPTEMBER 26, 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
Mayor Pro Tempore Jack R. Woods (alt)	Present (In audience and closed session)

**City of Loma Linda**

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

**County of San Bernardino**

Supervisor James C. Ramos, Vice President	Absent
Supervisor Curt Hagman (alt)	Absent

**City of San Bernardino**

Mayor R. Carey Davis, President	Present
Councilmember Fred Shorett	Present
Councilmember Virginia Marquez (alt)	Present (In audience and closed session)

**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	Catherine Pritchett, Director of Administrative Services
Mark Gibbs, Director of Aviation	Jennifer Farris, Assistant Secretary of the Commission
Nikolas Persson, Airport Manager	

The Regular Meeting of the San Bernardino International Airport Authority was called to order by President R. Carey Davis at approximately 3:07 p.m. on Wednesday, September 26, 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 Councilmember Penny Lilburn 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 3:07 p.m. Mr. Scott Huber, Cota Cole, LLP, read the closed session items as posted on the Agenda.

Let the record reflect that Councilmember Penny Lilburn recused herself from discussion on Closed Session Item C.a.

- 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.*

Let the record reflect that Councilmember Penny Lilburn recused herself from discussion on Closed Session Item C.b.

- 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.*

Let the record reflect that Councilmember Penny Lilburn recused herself from discussion on Closed Session Item C.c.

- 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: Approximately 100 acres of vacant land property on the Northeast portion of the San Bernardino International Airport (former Norton Airforce Base)
- Negotiating Parties: Michael Burrows, Executive Director, on behalf of SBIAA  
John Magness on behalf of Hillwood Enterprises, L.P.
- 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: Approximately 16 acres of SBIAA owned property located North of 3<sup>rd</sup> Street and West of Sterling Avenue
- Negotiating Parties: Michael Burrows, Executive Director, on behalf of SBIAA  
Aaron Hodgdon, Principal, on behalf of Hodgdon Group Realty Inc.
- Under negotiations: Instructions will be given to the SBIAA negotiator concerning terms and price.

**D. REPORT ON CLOSED SESSION**

President R. Carey Davis reconvened the meeting at 3:58 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 noted that Councilmember Penny Lilburn recused herself from the discussion on items C.a., C.b., and C.c.

**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.  
Councilmember Penny Lilburn noted conflicts on closed session items C.a., C.b., and C.c.

**G. INFORMATIONAL ITEMS**

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

2. Informational Items
  - a. Executive Director's Report [PAGE#: 018]
  - b. Report on SBD Fest [PAGE#: 016]
  - c. Report on new flight procedure [PAGE#: 020]
- 2a. Mr. Michael Burrows, Executive Director, provided a brief report on the Antonov Cargo Aircraft.
- 2b. Mr. Burrows next introduced Ms. Catherine Pritchett, Director of Administrative Services, who provided a brief report for SBD Fest 2018, which will be held at the San Bernardino International Airport on November 3 and 4, 2018.
- 2c. Mr. Mark Gibbs, Director of Aviation, provided a brief report on recent flight procedure modifications that the Federal Aviation Administration (FAA) has implemented.

**H. COMMISSION CONSENT ITEMS**

- 3. Register of Demands – September 26, 2018
- 4. Receive and file Treasurer's Report for July 31, 2018, for the San Bernardino International Airport Authority (SBIAA)
- 5. Receive and file the 2018 Conflict of Interest Code Local Agency Biennial Notice
- 6. Closeout the design and construction of the Fire Protective Structure at the County Sheriff Aviation Facility; authorizing release of construction retention and Notice of Completion
- 7. Approve Meeting Minutes: August 22, 2018

**ACTION:** Approve Agenda Item Nos. 3-7

**RESULT:** **ADOPTED [UNANIMOUSLY]**  
**MOTION/SECOND:** Shorett / Lilburn  
**AYES:** Davis, DeLaRosa, Lilburn, Popescu, and Shorett.  
**NAYS:** None.  
**ABSTENTIONS:** None.  
**ABSENT:** None.

**I. COMMISSION ACTION ITEMS**

Let the record reflect that Mayor Richard A. DeLaRosa left the meeting at this point and did not return. Mayor Pro Tempore Jack R. Woods joined the dais as the City of Colton's representative.

- 8. Approve award of a contract to Serco Management Services, Inc. to provide Air Traffic Control Tower Services

Mr. Nikolas Persson, Airport Manager, provided a brief report on Agenda Item No. 8.

**ACTION:** Approve a three (3) – year contract with two (2)-each, one (1)-year extension options with Serco Management Services, Inc., to provide Air Traffic Control Tower Services; and authorize the Executive Director to execute all related documents.

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

9. Approve award of a contract to C&A Janitorial Services in an amount not to exceed \$290,790 to provide janitorial services for ten (10) buildings owned by the San Bernardino International Airport Authority (SBIAA)

Ms. Nikolas Persson, Airport Manager, provided a brief report on Agenda Item No. 9.

**ACTION:** Approve award of contract to C&A Janitorial Services in an amount not to exceed \$76,550 for the remaining Fiscal Year 2018/2019, with options to extend the contract for each of the next two fiscal years in the amount of \$107,120 each year for a total not to exceed contract over the 32-month period of \$290,790; and authorize the Executive Director to execute all related documents.

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

10. Consider and discuss the updated action plan for the San Bernardino International Airport Authority (SBIAA) through December 31, 2018

Mr. Michael Burrows, Executive Director, referenced a PowerPoint presentation entitled, "September, 2018 – Proposed Airport Focal Areas" (also included on pages 207-209 in the Agenda Packet) and provided a brief report on Agenda Item No. 10.

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

**ACTION:** Consider and Discuss the updated Action Plan for the San Bernardino International Airport Authority (SBIAA) through December 31, 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**

President R. Carey Davis announced that the Chamber of Commerce will host the Route 66 event in downtown San Bernardino on October 6, 2018.

M. ADJOURNMENT

There being no further business before the Commission, President R. Carey Davis declared the meeting adjourned at 4:15 p.m.

**Approved at a Special Meeting of the San Bernardino International Airport Authority on Friday, October 26, 2018.**



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Jennifer Farris

Assistant Secretary of the Commission