

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY
REGULAR MEETING COMMISSION ACTIONS
WEDNESDAY, FEBRUARY 27, 2019

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 Frank J. Navarro	Present
Councilmember Jack R. Woods (alt)	Present (In audience and closed session)

City of Loma Linda

Councilmember Ovidiu Popescu, Vice-President	Present
Councilmember Phillip Dupper (alt)	Absent

County of San Bernardino

Supervisor Dawn Rowe	Present
Supervisor Curt Hagman (alt)	Absent

City of San Bernardino

Mayor John Valdivia, President	Present
Councilmember Theodore Sanchez	Present
Councilmember Henry Nickel (alt)	Absent

City of Highland

Mayor Penny Lilburn, Secretary	Present
Mayor Pro Tempore Larry McCallon (alt)	Absent

Staff Members and Others Present

Michael Burrows, Executive Director	Scott Huber, Legal Counsel, Cole Huber, LLP
William Garay, Director of Finance	Jennifer Farris, Assistant Secretary of the Commission
Mark Gibbs, Director of Aviation	Amber Casarez, Marketing Coordinator
Nikolas Persson, Airport Manager	Jack Davidson, Security Manager
Jim Harris, Manager of Capital Projects	Mark Dennis, IT Manager

The Regular Meeting of the San Bernardino International Airport Authority was called to order by Councilmember Ovidiu Popescu at approximately 3:07 p.m. on Wednesday, February 27, 2019 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 Mayor Penny Lilburn in the Pledge of Allegiance.

B. CLOSED SESSION PUBLIC COMMENT

Various area residents, union members, and community representatives expressed their concerns and proposed questions to the Commission regarding Closed Session Item C.e. Commission members noted their concerns pertaining to potential air quality impacts, potential noise issues, and the desire for local citizens to have access to jobs created by the proposed project.

There was no discussion on Closed Session Item B.

C. CLOSED SESSION

Secretary Ovidiu Popescu recessed to closed session at 3:30 p.m. Mr. Scott Huber, Cole Huber, 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.*

- d. *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. Keely Bosler, in her official capacity as the Director of the State of California Department of Finance; Oscar Valdez, in his official capacity as the County of San Bernardino Auditor – Controller/Treasurer/Tax Collector; and DOES 1 through 50, inclusive, Sacramento County Superior Court Case No. 34-2018-80003028.*
- 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. |

D. REPORT ON CLOSED SESSION

Councilmember Ovidiu Popescu reconvened the meeting at 4:02 p.m. Councilmember Popescu asked Mr. Scott Huber, Cole Huber, LLP, if there were any reportable items. Mr. Huber, stated that there were no reportable items. Mr. Huber added that any member of the public seeking information should submit a public records request to the Authority pursuant to the California Public Records Act through the website.

Councilmember Popescu welcomed new Commission member, County of San Bernardino representative, Supervisor Dawn Rowe.

E. ITEMS TO BE ADDED OR DELETED

There were no items to be added or deleted.

F. CONFLICT OF INTEREST DISCLOSURE

1. Secretary Ovidiu Popescu stated Commission members should note the item(s) listed which might require member abstentions.

There were no conflicts noted.

G. INFORMATIONAL ITEMS

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

2. Informational Items
 - a. Executive Director's Report [PAGE#: 028]
 - b. Report on incoming Commission Members and related actions [PAGE#: 029]
 - c. Report on damages to the International Arrivals Facility [PAGE#: 030]
 - d. Report on internship program [PAGE#: 031]
- 2d. Mr. Michael Burrows, Executive Director, introduced Ms. Tina Nguyen, Administrative Services Coordinator, and asked her to provide a brief background on the Generation Go student internship program.

Ms. Nguyen provided a summary of the Generation Go program in partnership with the San Bernardino City Unified School District and the County of San Bernardino Workforce Development Board. Ms. Nguyen next introduced Mr. Brandon Prado and Ms. Lisette Acosta whom expressed their appreciation for the opportunity.

H. COMMISSION CONSENT ITEMS

3. Register of Demands – February 27, 2019
4. Receive and file Treasurer's Report for December 31, 2018, for the San Bernardino International Airport Authority (SBIAA)
5. Approve Change Order No. 1 and closeout of the Building 680 HVAC Replacement Project with AEC/Moreno Corporation, authorizing release of retention and Notice of Completion
6. Approve the release of 50% of withheld construction retention with Match Corporation for the 3rd Street Roadway and Infrastructure Project in the amount of \$58,553.24
7. Approve the purchase of one (1) 2019 Chevy Colorado vehicle with Anderson Chevrolet in the amount not to exceed \$32,408.75
8. Approve a professional services agreement with Coffman Associates in the amount of \$49,858 with a 10% contingency of \$4,985 to complete a Federal Environmental Assessment
9. Approve Meeting Minutes: January 23, 2019

ACTION: Approve Agenda Item Nos. 3-8

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Valdivia / Navarro
AYES: Lilburn, Navarro, Popescu, Rowe, Sanchez, and Valdivia.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

ACTION: Approve Agenda Item No. 9

RESULT: **ADOPTED**
MOTION/SECOND: Valdivia / Sanchez
AYES: Lilburn, Navarro, Popescu, Sanchez, and Valdivia.
NAYS: None.
ABSTENTIONS: Rowe.
ABSENT: None.

I. COMMISSION ACTION ITEMS

Mr. Scott Huber, Legal Counsel, Cole Huber, LLP stated that the Commission had reached a consensus to take the meeting out of order and first consider Agenda Item No. 15.

15. Conduct election of the President and Vice President of the San Bernardino International Airport Authority (SBIAA) commencing February 27, 2019 through June 30, 2019

Mr. Scott Huber, Legal Counsel, Cole Huber, LLP clarified that the selection of officers will remain in effect until July when the next officer elections occur. Councilmember Ovidiu Popescu called for nominations for the office of President. Councilmember Theodore Sanchez nominated Mayor John Valdivia for the office of President. Mayor Frank J. Navarro seconded the nomination.

There being no further nominations forthcoming, Councilmember Ovidiu Popescu called for a vote by Commission members.

ACTION: Elect Mayor John Valdivia to the office of President for the term commencing February 27, 2019 through June 30, 2019.

RESULT: **ADOPTED**
MOTION/SECOND: Sanchez / Navarro
AYES: Lilburn, Navarro, Popescu, Rowe, and Sanchez.
NAYS: None.
ABSTENTIONS: Valdivia
ABSENT: None.

President John Valdivia called for nominations for the office of Vice President. Mayor Frank J. Navarro nominated Councilmember Ovidiu Popescu for the office of Vice President. Councilmember Theodore Sanchez seconded the nomination.

There being no further nominations forthcoming, President John Valdivia called for a vote by Commission members.

ACTION: Elect Councilmember Ovidiu Popescu to the office of Vice President for the term commencing February 27, 2019 through June 30, 2019.

RESULT: **ADOPTED**
MOTION/SECOND: Navarro / Sanchez
AYES: Lilburn, Navarro, Rowe, Sanchez, and Valdivia.
NAYS: None.
ABSTENTIONS: Popescu
ABSENT: None.

President John Valdivia called for nominations for the office of Secretary. Supervisor Dawn Rowe nominated Mayor Penny Lilburn for the office of Secretary. Vice President Ovidiu Popescu seconded the nomination.

There being no further nominations forthcoming, President John Valdivia called for a vote by Commission members.

ACTION: Elect Mayor Penny Lilburn to the office of Secretary for the term commencing February 27, 2019 through June 30, 2019.

RESULT: **ADOPTED**
MOTION/SECOND: Rowe / Popescu
AYES: Navarro, Popescu, Rowe, Sanchez, and Valdivia.
NAYS: None.
ABSTENTIONS: Lilburn
ABSENT: None.

Members of the Commission next considered Agenda Item No. 10.

10. Consider and adopt proposed budget adjustments for fiscal year 2018-2019

Mr. William Garay, Director of Finance, provided a brief report on budget adjustments referencing the “Proposed Budget Adjustments Table” found on page 089 of the Agenda Packet.

ACTION: Consider and adopt budget adjustments reflected in the Proposed Budget Adjustment Table for Fiscal Year 2018-2019.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Navarro / Sanchez
AYES: Lilburn, Navarro, Popescu, Rowe, Sanchez, and Valdivia.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

11. Adopt Resolution 2019-01 of the San Bernardino International Airport Authority ratifying the declaration of a temporary State of Emergency and awarding contracts to DKI Services and Leonida Builders

Mr. Michael Burrows, Executive Director, provided a brief report on the status of the water damage to the International Arrivals Facility.

ACTION: Adopt Resolution No. 2019-01 of the San Bernardino International Airport Authority (SBIAA) ratifying the declaration of a temporary state of emergency and approving contracts with DKI Services and Leonida Builders.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Lilburn / Popescu
AYES: Lilburn, Navarro, Popescu, Rowe, Sanchez, and Valdivia.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

12. Ratify a construction purchase order for the repairs to the International Arrivals Facility with Leonida Builders, Incorporated in an amount not to exceed \$124,488.38

Mr. Jim Harris, Manager of Capital Projects, provided a brief report on the water damage repairs to the International Arrivals Facility.

ACTION: Ratify a construction purchase order for the repairs to the International Arrivals Facility with Leonida Builders, Incorporated in an amount not to exceed \$124,488.38.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Popescu / Navarro
AYES: Lilburn, Navarro, Popescu, Rowe, Sanchez, and Valdivia.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

13. Consider and discuss a report on marketing activities

Mr. Michael Burrows, Executive Director, referenced an overhead and gave a brief report on Agenda Item No. 13.

Councilmember Theodore Sanchez inquired as to how long ago was the last ad hoc committee meeting. Vice-President Ovidiu Popescu stated approximately four years ago. Councilmember Sanchez stated his desire to ensure marketing of the Airport reaches its maximum potential. Councilmember Sanchez introduced a motion to re-constitute a quarterly marketing committee with formation rules to be determined at a later date. Vice-President Popescu stated his support for this motion.

Mayor Frank Navarro noted his support of this motion and agreed that it is important to stay active in the dynamic marketing industry.

Mr. Burrows stated that Staff will work with legal counsel to re-constitute a committee to address these needs.

ACTION: Direct staff to re-constitute an ad-hoc or standing marketing committee

14. Review status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through June 30, 2019

Mr. Michael Burrows, Executive Director, referenced a PowerPoint presentation entitled, "June, 2019 – Proposed Airport Focal Areas" (also included on pages 115-117 in the Agenda Packet) and provided a brief report on Agenda Item No. 14.

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, 2019.

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 was no commission member comment.

M. ADJOURNMENT

There being no further business before the Commission, President John Valdivia declared the meeting adjourned at 4:52 p.m.

Approved at a Regular Meeting of the San Bernardino International Airport Authority on Wednesday, March 27, 2019.



Jennifer Farris

Assistant Secretary of the Commission