

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY
REGULAR MEETING COMMISSION ACTIONS
WEDNESDAY, APRIL 22, 2020

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

MAIN AUDITORIUM – Norton Regional Event Center (Via Teleconference)
 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 (via Zoom)
Councilmember Jack R. Woods (alt)	Present (via Zoom)

City of Loma Linda

Councilmember Rhodes Rigsby	Present (in person)
Mayor Phillip Dupper (alt)	Present (via Zoom)

County of San Bernardino

Supervisor Dawn Rowe	Present (via Zoom)
Supervisor Curt Hagman (alt)	Absent

City of San Bernardino

Mayor John Valdivia, President	Present (via Zoom)
Mayor Pro Tem Theodore Sanchez	Present (via Zoom)
Councilmember Henry Nickel (alt)	Absent

City of Highland

Mayor Pro Tem Penny Lilburn, Secretary	Present (via Zoom)
Mayor Larry McCallon (alt)	Present (via Zoom)

Staff Members and Others Present

Michael Burrows, Executive Director	Scott Huber, Counsel, Cole Huber, LLP
Mark Gibbs, Director of Aviation	Catherine Pritchett, Director of Administration
Mark Cousineau, Director of Finance	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 John Valdivia at approximately 3:05 p.m. on Wednesday, April 22, 2020 via web /teleconference. Members of the Commission joined via web /teleconference utilizing the Zoom Meeting platform, pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020 which allows elected officials to attend public meetings via teleconference. Staff Members and presenters attended in person in the Main Auditorium of the Norton Regional Event Center, 1601 East Third Street, San Bernardino, California while enforcing social distancing protocols.

A. CALL TO ORDER / ROLL CALL

Roll call was duly noted and recorded by voice.

Members of the Commission and staff joined President John Valdivia in the Pledge of Allegiance.

Prior to recessing to closed session, Ms. Jennifer Farris, Assistant Secretary to the Commission announced that the opportunity was given for members of the public to submit public comments via email by 1:00 p.m. prior to commencement of today's meeting and that none were received.

Additionally, there were no public comments submitted in person at the meeting.

B. CLOSED SESSION PUBLIC COMMENT

There was no closed session public comment.

C. CLOSED SESSION

President John Valdivia recessed to closed session at 3:05 p.m. Mr. Scott Huber, Legal Counsel, Cole Huber, LLP, read the closed session items as posted on the Agenda.

Commission Members participated in closed session via teleconference.

- 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 Legal Counsel pursuant to Government Code section 54956.9(d)(2), regarding significant exposure to litigation –
 - 1. Center for Community Action, et al v. FAA, et al. Court of Appeals Docket # 20-70272 (consolidated with No. 20-70464); and State of California, et al v. FAA, et al Court of Appeals Docket # 20-70464

- f. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8

Property: Former Norton Air Force Base Hangar 763 Bays 3 & 4, 255 S Leland Norton Way, San Bernardino, CA 92408

Negotiating Parties: Michael Burrows, SBIAA Executive Director and Joe Ermalovich, Principal, AeroPro LLC.

Under negotiations: Instructions will be given to the SBIAA negotiator concerning availability of property, terms and price.

D. REPORT ON CLOSED SESSION

President John Valdivia reconvened the meeting at 3:31 p.m. President Valdivia asked Mr. Scott Huber, Legal Counsel, Cole Huber, LLP, if there were any reportable items. Mr. Huber stated that Closed Session Items A-D were not discussed and there were no reportable items regarding Items E-F.

E. ITEMS TO BE ADDED OR DELETED

There were no items to be added or deleted.

F. CONFLICT OF INTEREST DISCLOSURE

1. President John Valdivia stated Commission members should note the item(s) listed which might require member abstentions.
Supervisor Dawn Rowe noted a conflict on Agenda Item 9.

G. INFORMATIONAL ITEMS

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

2. Informational Items
 - a. Executive Director's Report
 - b. Personnel Update
 - c. Update on Airline and Logistics Support Services
 - d. Report on CARES Act funding for Airports
- 2b. Ms. Catherine Pritchett, Director of Administration, informed the Commission that Brandi Goodman, Deputy Clerk of the Board, accepted the position of Assistant City Clerk in the City of Newport Beach. Ms. Pritchett added that Ms. Jennifer Rodriguez has been promoted to Deputy Clerk of the Board. Ms. Pritchett further announced that the Authority is currently looking to fill Staff Analyst and Maintenance Manager positions.
- 2c. Mr. Mark Gibbs, Director of Aviation, referenced an overhead map and provided an update on the current Airline and Logistics support services being offered at SBD.
- 2d. Mr. Burrows informed the Commission that after the March meeting, Congress passed a \$10 billion Airport relief package within The CARES Act. On April 21, 2020, the Authority received a grant from the Federal Aviation Administration (FAA) for \$69,000.

H. COMMISSION CONSENT ITEMS

Let the record reflect that all votes were done by roll call with each Commissioner's name and vote stated by voice in compliance with teleconference protocols.

3. Register of Demands – April 22, 2020
4. Receive and file Treasurer's Report for February 29, 2020 for the San Bernardino International Airport Authority (SBIAA)
5. Approve the purchase and installation of environmentally sensitive No Foam Portable Testing System P-574 for ARFF Vehicles
6. Approve Meeting Minutes: March 25, 2020

ACTION: Approve Agenda Item Nos. 3-6

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

I. COMMISSION ACTION ITEMS

Let the record reflect that all votes were done by roll call with each Commissioner's name and vote stated by voice in compliance with teleconference protocols.

7. Consider and adopt proposed budget adjustments for Fiscal Year 2019-2020

Mr. Michael Burrows, Executive Director, introduced Mr. Mark Cousineau, Director of Finance. Mr. Cousineau provided a summary on budget adjustments referenced in the "Proposed Budget Adjustments Table" found on page 074 of the Agenda Packet.

ACTION: Consider and adopt budget adjustments reflected in the Proposed Budget Adjustment Table for Fiscal Year 2019-2020.

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

8. Ratify submission of a temporary deferment request to the Inland Valley Development Agency (IVDA) for certain interim debt service obligations under COVID-19 protections

Mr. Mark Cousineau, Director of Finance, provided a brief report on Agenda Item No. 8.

Mr. Michael Burrows, Executive Director, further noted that this item would be brought to the Inland Valley Development Agency (IVDA) Board for review and consideration. Mr. Burrows emphasized that Staff believed this is a prudent request to make of the IVDA for temporary debt relief.

ACTION: Ratify a temporary deferment request to the IVDA for certain debt service obligations under COVID-19 protections. The upcoming annual installment payment would be in the amount of \$597,061.09 and is budgeted in the Debt Service fund in the adopted FY 2019/20 SBIAA Budget.

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

9. Approve award of contract to AECOM Technical Services, Inc. in the amount of \$98,052.00 and appropriate a 10% contingency to provide design engineering, construction engineering, and bidding support services for the Runway 6-24 Joint and Spall Repair Project

Ms. Mark Gibbs, Director of Aviation, referenced an overhead map (also included on page 081 in the Agenda Packet) and provided a brief update on Agenda Item No. 9.

ACTION: Approve award of contract to Aecom Technical Services, Inc. in the amount of \$98,052.00 with a 10% contingency in the amount of \$9,805.20 to provide design engineering, construction engineering, and bidding support services for the Runway 6-24 Joint and Spall Repair Project; and authorize the Executive Director to execute all related documents.

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

10. Review Status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through June 30, 2020

Mr. Michael Burrows, Executive Director, referenced a PowerPoint presentation entitled, "June, 2020 – Proposed Airport Focal Areas" (also included on pages 088-090 in the Agenda Packet) and provided a brief update on Agenda Item No. 10.

Mr. Burrows noted that the 26th Annual Inland Empire World Trade Week Conference, scheduled for May 7, 2020, has been postponed due to COVID-19 and an update will be provided at the May meeting.

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

ACTION: Review Status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through June 30, 2020

J. ADDED AND DEFERRED ITEMS

There were no added or deferred items.

K. OPEN SESSION PUBLIC COMMENT

At the beginning of the meeting, Ms. Jennifer Farris, Assistant Secretary to the Commission announced that the opportunity was given for members of the public to submit public comments via email by 1:00 p.m. prior to commencement of today's meeting and that none were received.

Additionally, there were no public comments submitted in person at the meeting.

There was no open session public comment.


L. COMMISSION MEMBER COMMENT

Secretary Penny Lilburn commented that it is exciting to see the progress of the Eastgate Project. She further thanked Staff for all their hard work.

M. ADJOURNMENT

There being no further business before the Commission, President John Valdivia declared the meeting adjourned at 4:09 p.m.

Approved at a Regular Meeting of the San Bernardino International Airport Authority on Wednesday, May 27, 2020.



Jennifer Farris
Assistant Secretary of the Commission