

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY
REGULAR MEETING COMMISSION ACTIONS
WEDNESDAY, JULY 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 (in person)

City of Loma Linda

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

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	Mark Cousineau, Director of Finance
Catherine Pritchett, Director of Administration	Jennifer Farris, Assistant Secretary of the Commission

The Regular Meeting of the San Bernardino International Airport Authority was called to order by President John Valdivia at approximately 3:00 p.m. on Wednesday, July 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 Councilmember Rhodes Rigsby 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 3:01 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, 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.*

- 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. 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.*

- d. 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
 - 2. State of California, et al v. FAA, et al Court of Appeals Docket # 20-70464

- e. 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.

- 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.

D. REPORT ON CLOSED SESSION

President John Valdivia reconvened the meeting at 3:34 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-C were not discussed and there were no reportable items regarding Items D-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.

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
- 2a. Mr. Michael Burrows, thanked Ms. Catherine Pritchett and Staff for their continued work and dedication to fill key positions for SBIAA.

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 – July 22, 2020
4. Receive and file Treasurer's Report for May 31, 2020 for the San Bernardino International Airport Authority (SBIAA)
5. Award a construction contract to AEC Moreno Corporation for the Air Cargo Monument Sign Project for an amount not exceed \$32,950.00; and appropriate a construction contingency of 10% or \$3,290.00
6. Approve service agreement with Sysco Riverside, Inc., in amount not to exceed \$60,000
7. Approve Meeting Minutes: May 27, 2020

ACTION: Approve Agenda Item Nos. 3-7

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Navarro / Lilburn
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.

8. Conduct elections of President, Vice-President, and Secretary for the San Bernardino International Airport Authority (SBIAA) for the term commencing July 22, 2020 through June 30, 2021.

Mayor John Valdivia called for nominations for the office of President. Councilmember Rhodes Rigsby nominated Mayor Frank Navarro. Supervisor Dawn Rowe seconded the nomination.

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

ACTION: Elect Mayor Frank Navarro to the office of President for the term commencing July 22, 2020 through June 30, 2021.

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

Mayor John Valdivia called for nominations for the office of Vice-President. Councilmember Rhodes Rigsby nominated Mayor John Valdivia. Mayor Frank Navarro seconded the nomination.

Following these nominations, Supervisor Dawn Rowe nominated Mayor Pro Tem Penny Lilburn. The nomination did not garner a second and failed.

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

ACTION: Elect Mayor John Valdivia to the office of Vice-President for the term commencing July 22, 2020 through June 30, 2021.

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

Mayor John Valdivia called for nominations for the office of Secretary. Supervisor Dawn Rowe nominated Mayor Pro Tem Penny Lilburn. The nomination did not garner a second and failed.

Following these nominations, Mayor Pro Tem Theodore Sanchez nominated Councilmember Rhodes Rigsby. Mayor Frank Navarro seconded the nomination.

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

ACTION: Elect Councilmember Rhodes Rigsby to the office of Secretary for the term commencing July 22, 2020 through June 30, 2021.

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

At this point, newly appointed President Frank Navarro took over and proceeded with the meeting.

9. Award a contract to Architectural Design & Signs , Inc. in the amount of \$64,581.50 and appropriate a 10% contingency in the amount of \$6,458.00 for the Air Cargo Monument Sign Project

Mr. Mark Gibbs, Director of Aviation, referenced a PowerPoint presentation and provided a brief update on Agenda Item No. 9. Mr. Gibbs reported that the intent of the sign is not only to identify the Airport, but to provide a clear entrance for trucks transporting air cargo goods on the Gate 1 Road.

ACTION: Award a contract to Architectural Design & Signs, Inc. in the amount of \$64,581.50, appropriate a contingency of \$6,458.00 for the Air Cargo Monument Sign Project; and authorize the Executive Director to execute all related documents.

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

10. Consider and discuss the SBD Good Neighbor Program quarterly report

Mr. Mark Gibbs, Director of Aviation, provided a brief report. He then presented Aviatrix Communications owner Ms. Katie Jones and Public Relations Director Ms. Rosemary Barnes, whom presented the Airports first quarterly noise report.

Ms. Jones and Ms. Barnes referenced a PowerPoint Presentation entitled, "SBD International Airport: Quarterly Report: July 2020" (also included on pages 073-093 in the Agenda Packet) and provided a brief update on the SBD Good Neighbor program. They also referenced the SBD Good Neighbor Program website, <https://sbdgoodneighbor.com/>.

Mayor John Valdivia recommended creating an ad hoc committee to address general questions as well as address noise impacts on the local economy, and the effect of noise on the surrounding community.

President Navarro concurred with Vice President Valdivia and further commented that we must also be proactive in advising the public about peak seasons such as fire season, at which point noise levels will increase.

Mayor Pro Tem Penny Lilburn commented on the role of Facebook in regards to continuing keeping the public up-to-date with what is happening at the Airport.

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

ACTION: Consider and discuss the SBD Good Neighbor Program quarterly report.

11. Review Status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through December 31, 2020

Mr. Michael Burrows, Executive Director, referenced a PowerPoint presentation entitled, "July, 2020 – Airport Focal Areas" (also included on pages 096-098 in the Agenda Packet) and provided a brief update on Agenda Item No. 11.

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 December 31, 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.

L. **COMMISSION MEMBER COMMENT**

Supervisor Dawn Rowe thanked previous officers for their service and congratulated newly appointed officers.

Mayor John Valdivia thanked Mayor Pro Tem Penny Lilburn for her service as Secretary.


Mayor Valdivia also requested an amendment to ad hoc committee membership and asked staff to agendaize for a future meeting.

Mayor Frank Navarro replied that he would speak to Mr. Burrows in further detail regarding ad hoc committees.

M. **ADJOURNMENT**

There being no further business before the Commission, President Frank Navarro declared the meeting adjourned at 4:26 p.m.

Approved at a Regular Meeting of the San Bernardino International Airport Authority on Wednesday, August 26, 2020.



Jennifer Farris
Assistant Secretary of the Commission