

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY

REGULAR MEETING COMMISSION ACTIONS

WEDNESDAY, FEBRUARY 24, 2021

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, President	Absent
Councilmember Dr. Luis S. Gonzalez (alt)	Present (via Zoom)

City of Loma Linda

Councilmember Rhodes Rigsby	Present (at 3:04 PM)
Mayor Phillip Dupper (alt)	Present (via Zoom at 3:20 PM)

County of San Bernardino

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

City of San Bernardino

Mayor John Valdivia	Present (via Zoom)
Councilmember Juan Figueroa	Absent
Councilmember Fred Shorett (alt)	Present (via Zoom)

City of Highland

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

Staff Members and Others Present

Michael Burrows, Chief Executive Officer	Scott Huber, Counsel, Cole Huber, LLP (via Zoom)
Mark Gibbs, Director of Aviation	Mark Cousineau, Director of Finance
Catherine Pritchett, Director of Administration (via Zoom)	Jennifer Farris, Assistant Secretary of the Commission
Nikolas Persson, Airport Manager	Jon Galvan, Airport Operations Manager

The Regular Meeting of the San Bernardino International Airport Authority was called to order by Vice President John Valdivia at approximately 3:02 p.m. on Wednesday, February 24, 2021 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 Mayor Penny Lilburn 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

Vice 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 Zoom meeting.

- a. 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

D. REPORT ON CLOSED SESSION

Vice President John Valdivia reconvened the meeting at 3:19 p.m. Vice President Valdivia asked Mr. Scott Huber, Legal Counsel, Cole Huber, LLP, if there were any reportable items. Mr. Huber reported that there were none.

E. ITEMS TO BE ADDED OR DELETED

There were no items to be added or deleted.

F. CONFLICT OF INTEREST DISCLOSURE

1. Vice 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, Chief Executive Officer, presented the following informational items:

2. Informational Items
 - a. Chief Executive Officer's Report
 - b. Report on Airport Coronavirus Response Grant Program (ACRGP)
 - c. Report on Full Scale Emergency Exercise
- 2a. Mr. Michael Burrows, Chief Executive Officer, announced Mr. Jim Harris, Capital Projects Manager's, retirement and recognized him for his years of service to SBIAA.
- 2b. Mr. Mark Gibbs, Director of Aviation, provided a brief report on the Airport Coronavirus Response Grant Program.
- 2c. Mr. Nik Persson, Airport Manager, referenced a PowerPoint presentation entitled "Full-Scale Emergency Response Drill" (as contained on pages 019-023 in the Agenda Packet) and provided a brief report. In accordance with the Federal Aviation Administration (FAA) requirements, Class-1 Airports are required to conduct a Full Scale Emergency Exercise simulation every 3 years. The San Bernardino International Airport will be conducting its 2021 Full Scale Emergency Exercise, February 25, 2021, from 5 PM to 7 PM.

Supervisor Dawn Rowe noted that the live stream for the meeting was no longer functioning. Vice President John Valdivia recessed the meeting so staff could address the technical difficulties.

H. COMMISSION CONSENT ITEMS

Vice President John Valdivia called the meeting to order after a seven (7) minute recess and live stream capabilities were restored.

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 – February 24, 2021
- 4. Receive and file Treasurer's Report for December 31, 2020 for the San Bernardino International Airport Authority (SBIAA)
- 5. Closeout the construction contract with AEC Moreno Corporation for the Airport Operations Offices Window Installation Project; authorize the release of retained funds and staff to prepare closeout documentation
- 6. Closeout the construction contract with AEC Moreno Corporation for the Tail Fin Monument Sign Project; authorize the release of retained funds and staff to prepare closeout documentation
- 7. Approve Change Order 1, closeout the construction contract with Jergensen Construction for the Stormwater Basin A & B Rehabilitation Project; and authorize the release of retained funds and staff to prepare closeout documentation
- 8. Approve the Finance Team for restructure of San Bernardino International Airport Authority (SBIAA) debt
- 9. Approve Meeting Minutes: January 27, 2021

ACTION: Approve Agenda Item Nos. 3-9

RESULT:	ADOPTED [UNANIMOUSLY]
MOTION/SECOND:	Rowe / Gonzales
AYES:	Gonzales, Lilburn, Rigsby, Rowe, Shorett, 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.

10. Award a construction contract to Climatec, LLC for the Hangar 763 Security Turnstiles Installation Project in an amount not to exceed \$39,379.41; and appropriate a construction contingency of \$3,938.00

Mr. Jonathan Galvan, Airport Operations Manager, gave a brief report on Agenda Item No. 10.

ACTION: Award a Construction Contract to Climatec, LLC for the Hangar 763 Security Turnstiles Installation Project in an amount not to exceed \$39,379.41, appropriate a construction contingency of \$3,938.00, and authorize the Chief Executive Officer to execute all related documents.

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

11. Consider and discuss a report on PFAS

Mr. Scott Huber, Legal Counsel, Cole Huber, LLP, referenced a PowerPoint presentation entitled "Aqueous Film-Forming Foam (AFFF) and PFAS" and gave a virtual report on Agenda Item No. 11.

This item was for discussion purposes only and no action was taken.

ACTION: Consider and discuss a report on PFAS compliance measures and initiatives for U.S. Airports.

12. Review Status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through June 30, 2021

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled "June, 2021 –Airport Focal Areas" (as contained on pages 074-076 in the Agenda Packet) and provided a brief report on Agenda Item No. 12.

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, 2021.

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**


Mayor Pro Tem Penny Lilburn inquired as to whether there were any new flight paths recently implemented. Mr. Mark Gibbs, Director of Aviation, clarified that there were no atypical flight paths in the past week.

Mayor Phil Dupper inquired if reverse flight paths were implemented. Mr. Gibbs clarified that Control Tower will change flight paths dependent upon wind conditions, of which were present last week.

M. **ADJOURNMENT**

There being no further business before the Commission, Vice President John Valdivia declared the meeting adjourned at 4:13 p.m.

Approved at a Regular Meeting of the San Bernardino International Airport Authority on Wednesday, March 24, 2021.



Jennifer Farris
Assistant Secretary of the Commission