

# SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY

## REGULAR MEETING COMMISSION ACTIONS

WEDNESDAY, APRIL 28, 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	Present (via Zoom)
Councilmember Dr. Luis S. González (alt)	Present (via Zoom)

#### City of Loma Linda

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

#### County of San Bernardino

Supervisor Dawn Rowe	Present (via Zoom)
Supervisor Joe Baca, Jr. (alt)	Absent

#### City of San Bernardino

Mayor John Valdivia	Present
Councilmember Juan Figueroa	Present (via Zoom at 3:07 PM)
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	Catherine Pritchett, Director of Administration
Mark Cousineau, Director of Finance	Myriam Beltran, Manager of Planning and Programs
Jeff Barrow, Director of Development	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 Frank Navarro at approximately 3:00 p.m. on Wednesday, April 28, 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 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 Frank Navarro recessed to closed session at 3:02 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 in a conference room separate from the public.

- 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**

President Frank Navarro reconvened the meeting at 3:23 p.m. President Navarro 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. President Frank Navarro 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. Landscape Upgrades – 3<sup>rd</sup> Street & Del Rosa Dr.
  - c. Grant Program & Initiatives
  - d. Report on Finance & Budget Committee
- 2a. Mr. Scott Huber, Legal Counsel, Cole Huber, LLP, provided a brief update on California State orders regarding in-person meetings.

Supervisor Dawn Rowe inquired as to whether Commission members were currently required to attend in person. Mr. Huber clarified that there was no requirement. Further, President Frank Navarro conducted a consensus of Commission members' preferences for returning to in-person meetings. Commission members preferred a hybrid option.

Staff was given direction to work on future meeting protocols with Legal Counsel.
- 2b. Mr. Burrows provided a brief update.
- 2c. Ms. Myriam Beltran, Project Manager, provided a brief report on Agenda Item No. 2c. Vice President John Valdivia thanked Ms. Beltran for her diligence and thanked Staff for their hard work.
- 2d. Mr. Mark Cousineau, Director of Finance, provided a brief report on Agenda Item No. 2d.

**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 28, 2021
4. Receive and file Treasurer's Report for February 28, 2021 for the San Bernardino International Airport Authority (SBIAA)
5. Consider and adopt Proposed Budget Adjustments for Fiscal Year 2020-2021
6. Approve Meeting Minutes: March 24, 2021

**ACTION:** Approve Agenda Item Nos. 3-6

RESULT:	<b>ADOPTED [UNANIMOUSLY]</b>
MOTION/SECOND:	Valdivia / Rowe
AYES:	Figueroa, Lilburn, Navarro, Rigsby, Rowe, 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 discuss a report on the UAS Center at SBD

Mr. Nikolas Persson, Airport Manager, referenced a PowerPoint presentation entitled "UAS Operations at SBD" (as contained on pages 041 – 048 in the Agenda Packet) and gave a brief report on Agenda Item No. 7.

Mr. Michael Burrows, Chief Executive Officer, then introduced Ms. Kimberly Benson, Administrator of the UAS Center at SBD. Ms. Benson provided a brief supplemental report to Agenda Item No. 7.

President Frank Navarro thanked Staff for their hard work.

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

**ACTION:** Consideration and discussion only.

8. Consider and discuss the SBD Good Neighbor Program Quarterly Report

Mr. Mark Gibbs, Director of Aviation, introduced Ms. Rosemary Barnes of Aviatrix Communications who was in attendance via Zoom. Ms. Barnes referenced a PowerPoint presentation entitled "SBD International Airport: Quarterly Report: April 2021" (as contained on pages 051 – 076 in the Agenda Packet) and provided a brief report on Agenda Item No. 8.

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

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

9. Consider and discuss a report on the Draft 2021 Green Energy Element for SBD International Airport

Mr. Michael Burrows, Chief Executive Officer, introduced Mr. Michael Allawos, CEO of Allawos and Company. Mr. Allawos referenced a PowerPoint presentation entitled "Introduction to San Bernardino International Airport Green Energy Element" (as found under the link "Agenda Item No.9 Overhead" at [www.sbiam.org](http://www.sbiam.org)) and provided a brief report.

Vice President John Valdivia thanked Mr. Allawos and Staff for their efforts.

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

**ACTION:** Consideration and discussion only.

10. 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 113-115 in the Agenda Packet) and provided a brief report on Agenda Item No. 10. Mr. Burrows also announced that SBD would be hosting a virtual World Trade Week Conference.

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 items to be added or deferred.

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

There were no Commission member comments.

M. ADJOURNMENT

There being no further business before the Commission, President Frank Navarro declared the meeting adjourned at 4:25 p.m.

**Approved at a Regular Meeting of the San Bernardino International Airport Authority on Wednesday, May 26, 2021.**



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Jennifer Farris  
Assistant Secretary of the Commission