

**SAN BERNARDINO INTERNATIONAL
AIRPORT AUTHORITY
ACTION MEETING MINUTES
February 14, 2007**

A Regular Meeting of the San Bernardino International Airport Authority was called to order by President Patrick J. Morris at approximately 3:04 p.m. on Wednesday, February 14, 2007, in the Council Chambers, Loma Linda City Hall, 25541 Barton Road, Loma Linda, California.

BOARD MEMBERS PRESENT:

City of Colton	Councilmember John Mitchell
City of Loma Linda	Vice-President/Mayor Robert Christman
County of San Bernardino	Supervisor Dennis Hansberger
City of Highland	Mayor Ross Jones
City of San Bernardino	President/Mayor Patrick J. Morris Councilmember Esther Estrada

OTHERS PRESENT:

Donald L. Rogers, Interim Executive Director
Michael Burrows, Assistant Director
Timothy J. Sabo, Lewis Brisbois Bisgaard & Smith, LLP
Bill Ingraham, Director of County Airports
Alex Estrada, Director of Redevelopment & Property
Management
Penny Chua, Director of Economic Development & Marketing
Martin Romeo, Chief Financial Officer
Eric Ray, Airport Operations Manager
Kelly Berry, Assistant Secretary of the Commission

- A. **CALL TO ORDER**
- B. **ROLL CALL**
- C. **ITEMS TO BE ADDED OR DELETED**

Timothy J. Sabo, Agency Counsel, requested that the following item be added to the Agenda as Agenda Item No. I. VI. This item was not posted to the Agenda since new information was acquired after posting of the Agenda which could potentially impact the modification to the lease.

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

Property: Terminal Building (Building 673)
 105 N. Leland Norton Way, San Bernardino, CA

Negotiating Parties: Todd Platt on behalf of **Hillwood Strategic Services**
 Donald L. Rogers, Interim Executive Director, on behalf of SBIAA

Under Negotiation: Instruction will be given to the SBIAA negotiator concerning lease terms and conditions of expansion of leased premises

ACTION: Add this item to the Agenda as Agenda Item No. I. VI.

Motion	Second	Aye	Aye	Aye
Estrada	Jones	Christman	Hansberger	Mitchell
Aye				
Morris				

Motion carried unanimously.

- D. **CONFLICT OF INTEREST DISCLOSURE/INFORMATIONAL ITEMS**

Item #1 - Conflict of Interest Disclosure Items

President Patrick J. Morris stated Commission members should note the item(s) listed which might require member abstentions. The record will reflect that Supervisor Dennis Hansberger abstained on Agenda Item Nos. 11, 15, and 16.

Item #2 - Informational Items

There were no informational items.

E. COMMISSION CONSENT ITEMS

Item #3 – Receive Register of Demands

Item #4 – Receive and File Treasurer’s Report for December 31, 2006, for the San Bernardino International Airport Authority (SBIAA)

Item #5 – Receive and File Mid-Year Financial Report (July 1, 2006 – December 31, 2006) for the San Bernardino International Airport Authority (SBIAA)

Item #6 – Authorize Staff to Issue a Request for Qualifications (RFQ) for Insurance Broker/Insurance Coverage Services

Item #7 – Approve Meeting Minutes: January 10, 2007

ACTION: Approve the Consent Calendar.

Motion	Second	Aye	Aye	Aye
Mitchell	Christman	Estrada	Hansberger	Jones
Aye				
Morris				

Motion carried unanimously.

Vice President Christman requested that in the future the Finance and Budget Committees be given the opportunity to review the quarterly financial statements before they are taken to the Commission.

In furtherance of Agenda Item No. 6., President Patrick Morris formed an Insurance Services Ad Hoc Committee, appointing Mayor Ross Jones as Chairperson and Mayor Robert Christman and Councilmember John Mitchell as committee members.

President Morris recessed to closed session at 3:07 p.m. Mr. Timothy J. Sabo, Lewis Brisbois Bisgaard & Smith, LLP, read the closed session items as posted on the Agenda and stated there were no reportable items anticipated. Open session reconvened at 3:57 p.m.

F. COMMISSION DISCUSSION ITEMS

Item #8 - Approve Submission of the Airport Capital Improvement Plan (ACIP) to the U.S. Department of Transportation Federal Aviation Administration (FAA)

ACTION: Approve submission of the Airport Capital Improvement Plan (ACIP) to the U.S. Department of Transportation Federal Aviation Administration (FAA).

Motion	Second	Aye	Aye	Aye
Mitchell	Estrada	Christman	Hansberger	Jones
Aye				
Morris				

Motion carried unanimously.

Item #9 – Concur with Change in Allocation of \$896,500 in Funds Previously Granted by the Inland Valley Development Agency (IVDA) to the San Bernardino International Airport Authority (SBIAA) during the 2005-06 Budget Process; and Appropriate \$896,500 to the SBIAA Airport Terminal Development Project

ACTION: Concur with Change in Allocation of \$896,500 in Funds Previously Granted by the Inland Valley Development Agency (IVDA) to the San Bernardino International Airport Authority (SBIAA) during the 2005-06 Budget Process; and Appropriate \$896,500 to the SBIAA Airport Terminal Development Project.

Motion	Second	Aye	Aye	Aye
Christman	Jones	Estrada	Hansberger	Mitchell
Aye				
Morris				

Motion carried unanimously.

Item #10 – Approve Purchase Order with Diaz Yourman & Associates in an Amount Not to Exceed \$32,300 for Proposed Terminal Building Concourse Geotechnical Study; and Appropriate \$3,200 for a Contingency Budget

ACTION: Approve a purchase order with Diaz Yourman & Associates in an amount not to exceed \$32,300 for the proposed Terminal Building Concourse Geotechnical Study; and appropriate a contingency budget of \$3,200.

Motion	Second	Aye	Aye	Aye
Christman	Jones	Estrada	Hansberger	Mitchell
Aye				
Morris				

Motion carried unanimously.

Item #11 – Approve Purchase Order with David Evans & Associates, Inc. in an Amount Not to Exceed \$15,750 for a Topographic Survey at Building No. 673 and Adjacent Areas; and Appropriate a Contingency Budget of \$1,500

ACTION: Approve a purchase order with David Evans and Associates, Inc. in an amount not to exceed \$15,750 for a Topographic Survey at Building No. 673 and adjacent areas; and appropriate a contingency budget of \$1,500.

Motion	Second	Aye	Aye	Aye
Jones	Christman	Estrada	Mitchell	Morris
Abstain				
Hansberger				

Motion carried unanimously.

Item #12 – Approve Award of Contracts to D M Electric for Services in Hangar 763 as Follows: (1) Bay 2 Lighting in an Amount Not to Exceed \$42,900; (2) Bay 2 Electric in an Amount Not to Exceed \$63,200; and (3) Bay 2B Lighting and Electric in an Amount Not to Exceed \$39,125; and Appropriate a Contingency Budget of \$14,500

ACTION: Approve award of contracts to D M Electric for services in Hangar 763 as follows: (1) Bay 2 lighting in an amount not to exceed \$42,900; (2) Bay 2 electric in an amount not to exceed \$63,200; and (3) Bay 2B lighting and electric in an amount not to exceed \$39,125; appropriate a contingency budget of \$14,500; and authorize execution of all necessary documents by the Interim Executive Director or his designee.

Motion	Second	Aye	Aye	Aye
Jones	Christman	Estrada	Hansberger	Mitchell
Aye				
Morris				

Motion carried unanimously.

Item #13 – Approve Purchase of High Intensity Discharge (HID) Metal Halide Lights for Installation in Hangar 763 Bay 2 and Bay 2B from Wide-Lite for an Amount Not to Exceed \$70,345; and Appropriate a Contingency Budget of \$7,000

ACTION: Approve the purchase of High Intensity Discharge (HID) Metal Halide Lights for installation in Hangar 763 Bay 2 and Bay 2B from Wide-Lite for an amount not to exceed \$70,345; and appropriate a contingency budget of \$7,000.

Motion	Second	Aye	Aye	Aye
Jones	Christman	Estrada	Hansberger	Mitchell
Aye				
Morris				

Motion carried unanimously.

Item #14 – Approve Contract with GKK Works in an Amount Not to Exceed \$209,815 for Pre-Construction Services for the Terminal Building Redesign Project and Concourse Addition; Approve Contract with GKK Works in an Amount Not to Exceed \$638,705 for Airport Terminal and Concourse Design; Ratify a Purchase Order for \$24,900 with GKK Works for Terminal Building Engineering and Design Services; and Appropriate a Contingency Budget of \$84,000

ACTION: Approve a contract with GKK Works in an amount not to exceed \$209,815 for pre-construction services for the Terminal Building Redesign Project and Concourse Addition; approve a contract with GKK Works in an amount not to exceed \$638,705 for Airport Terminal Concourse Design; ratify a Purchase Order for \$24,900 with GKK Works for Terminal Building Engineering and Design Services; appropriate a contingency budget of \$84,000 (10% of the above two contracts); and authorize the Interim Executive Director or his designee to execute all necessary documents.

Motion	Second	Aye	Aye	Aye
Christman	Jones	Estrada	Hansberger	Mitchell
Aye				
Morris				

Motion carried unanimously.

Item #15 – Adopt Resolution No. 2007-01 of the San Bernardino International Airport Authority (SBIAA) Authorizing Lease of Certain Portions of Building 747 to Stater Bros. Markets, Subject to Approval by the U.S. Department of Transportation Federal Aviation Administration (FAA)

ACTION: Adopt Resolution No. 2007-01 of the San Bernardino International Airport Authority (SBIAA) Authorizing Lease of Certain Portions of Building 747 to Stater Bros. Markets, Subject to Approval by the U.S. Department of Transportation Federal Aviation Administration (FAA).

Motion	Second	Aye	Aye	Aye
Christman	Jones	Estrada	Mitchell	Morris
Abstain				
Hansberger				

Motion carried.

Item #16 – Adopt Resolution No. 2007-02 of the San Bernardino International Airport Authority (SBIAA) Authorizing Lease of Vacant Land Known as Parcel B to Stater Bros. Markets, Subject to Approval by the U.S. Department of Transportation Federal Aviation Administration (FAA)

ACTION: Adopt Resolution No. 2007-02 of the San Bernardino International Airport Authority (SBIAA) Authorizing Lease of Vacant Land Known as Parcel B to Stater Bros. Markets, Subject to Approval by the U.S. Department of Transportation Federal Aviation Administration (FAA).

Motion	Second	Aye	Aye	Aye
Christman	Jones	Estrada	Mitchell	Morris
Abstain				
Hansberger				

Motion carried.

After action was taken by the Commission, it was noted by staff that the reference to Parcel B is in fact an error. The reference should be to Parcel 3, not Parcel B. Staff requested a motion clarifying this point for the record.

ACTION: The reference to Parcel B in this Agenda Item No. 16, and all supporting documentation, shall be changed to Parcel 3.

Motion	Second	Aye	Aye	Aye
Christman	Jones	Estrada	Mitchell	Morris
Abstain				
Hansberger				

Motion carried.

G. ADDED AND DEFERRED ITEMS

There were no added or deferred items.

H. PUBLIC COMMENT

There were no public comments.

I. CLOSED SESSION

See Section E. above.

J. ADJOURN MEETING

There being no further business before the Commission at this session, President Morris declared the meeting adjourned at 3:57 p.m.

Minutes approved at a Regular Meeting on April 11, 2007.

/s/

Kelly Berry
Assistant Secretary of the Commission

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