

**SAN BERNARDINO INTERNATIONAL
AIRPORT AUTHORITY
ACTION MEETING MINUTES
December 10, 2008**

A Regular Meeting of the San Bernardino International Airport Authority was called to order by President Patrick J. Morris at approximately 3:05 p.m. on Wednesday, December 10, 2008, at Loma Linda City Hall, Council Chambers, 25541 Barton Road, Loma Linda, California.

BOARD MEMBERS PRESENT:

City of Colton	Mayor Kelly J. Chastain (alt.)
City of Loma Linda	Councilmember Robert Ziprick Councilmember Floyd Petersen (alt.) (in audience non-voting)
County of San Bernardino	Supervisor Josie Gonzales (3:18 p.m.)
City of Highland	Mayor Penny Lilburn (alt.)
City of San Bernardino	President/Mayor Patrick J. Morris Councilmember Esther Estrada

OTHERS PRESENT: Donald L. Rogers, Interim Executive Director
Michael Burrows, Assistant Director
Bill Ingraham, Aviation Director
Timothy J. Sabo, Lewis Brisbois Bisgaard & Smith, LLP
Martin Romeo, Chief Financial Officer
C. Eric Ray, Airport Operations Manager
Kelly Berry, Assistant Secretary of the Commission

A. CALL TO ORDER

B. ROLL CALL

Roll call was noted by the Assistant Secretary of the Commission.

C. ITEMS TO BE ADDED OR DELETED

The record will reflect that at the request of staff, Agenda Item No. 5 was pulled.

Mr. Timothy J. Sabo, Lewis Brisbois Bisgaard & Smith, LLP, requested that the following item be added to the Agenda as Agenda Item No. 10. This item was not posted to the Agenda since the need for the adoption of Resolution No. 2008-14 was brought to the attention of San Bernardino International Airport Authority (SBIAA) staff after the posting of the Agenda. By consensus of the Commission, Agenda Item No. 10 was added to the Agenda.

Item #10 - Adopt Resolution No. 2008-14 of the San Bernardino International Airport Authority (SBIAA) Implementing a Pre-Tax Payroll Deduction Plan Pursuant to Internal Revenue Code Section 414(h)(2)

D. CONFLICT OF INTEREST DISCLOSURE/INFORMATIONAL ITEMS

Item #1 - Conflict of Interest Disclosure Items

President Patrick Morris stated Commission members should note the item(s) listed which might require member abstentions.

Item #2 - Informational Items

Mr. Bill Ingraham, AAE, Aviation Director gave a brief report about the delegation from China which visited on Tuesday, December 2, 2008, and consisted of representatives from China Southern Airlines and the Shenzhen Bureau of Communications.

Supervisor Josie Gonzales arrived at 3:18 p.m. during the Informational Items portion of the agenda.

The record will reflect President Patrick J. Morris announced the appointment of the following Commission members to the SBIAA Finance & Budget Committee: Mayor Patrick J. Morris, Mayor Pro Tem Ross Jones, and Councilmember Robert Ziprick. These appointments received no objection from the Commission members.

E. COMMISSION CONSENT ITEMS

Item #3 – Receive Register of Demands

Item #4 – Receive and File Treasurer’s Report for October 31, 2008, for the San Bernardino International Airport Authority (SBIAA)

Item #5 – Approve Meeting Minutes: November 19, 2008

The record will reflect that at the request of staff, Agenda Item No. 5 was pulled from the Agenda.

ACTION: Approve Item Nos. 3 and 4 of the Consent Calendar.

Motion	Second	Aye	Aye	Aye	Aye
Chastain	Gonzales	Estrada	Lilburn	Morris	Ziprick

Motion carried unanimously.

F. COMMISSION DISCUSSION ITEMS

Item #6 - Conduct Election of the Secretary of the San Bernardino International Airport Authority (SBIAA) for the Term Commencing in December 2008 through June 30, 2009

President Patrick J. Morris called for nominations. Supervisor Josie Gonzales nominated Councilmember Robert Ziprick for Secretary of the San Bernardino International Airport Authority.

There being no further nominations forthcoming, President Patrick J. Morris called for a vote by the Commission members.

ACTION: Elect the following individual for the office noted for the term commencing in December 2008 through June 30, 2009:

Councilmember Robert Ziprick, Secretary

Motion	Second	Aye	Aye	Aye	Aye
Gonzales	Lilburn	Chastain	Estrada	Morris	Ziprick

Motion carried unanimously.

Item #7 - Consider and Approve the Form of an Automobile Rental Concession Agreement

Mr. Bill Ingraham, AAE, Aviation Director, gave a brief background statement.

Councilmember Esther Estrada and Mayor Kelly Chastain requested a copy of the agreement. A draft copy of the agreement was distributed to all Commission members.

Mr. Donald L. Rogers, Interim Executive Director, stated that this is a form agreement and that any actual agreements will come back to the Commission for approval. On the basis of this representation, the Commission considered and approved Agenda Item No. 7.

ACTION: Approve the Form of a non-exclusive Automobile Rental Concession and Lease Agreement for Rental Car Companies Operating at the San Bernardino International Airport; and Authorize Execution of said Form Agreement by the Interim Executive Director, the Assistant Director, or the Aviation Director with one or more Rental Car Companies. [Any such agreement will be brought before the Commission for approval prior to execution.]

Motion	Second	Aye	Aye	Aye	Aye
Gonzales	Chastain	Estrada	Lilburn	Morris	Ziprick

Motion carried unanimously.

Item #8 - Receive and File the Annual Audit Report of the San Bernardino International Airport Authority (SBIAA) for Fiscal Year Ended June 30, 2008

Mr. Kirk Franks, Partner, Rogers, Anderson, Malody & Scott, LLP presented a brief synopsis of the audit report findings.

Councilmember Esther Estrada recommended that we consider an Organizational Audit in the future.

President Patrick J. Morris concurred with Councilmember Esther Estrada.

ACTION: Receive and file the annual audit report of the San Bernardino International Airport Authority (SBIAA) for fiscal year ended June 30, 2008.

Motion	Second	Aye	Aye	Aye	Aye
Gonzales	Estrada	Chastain	Lilburn	Morris	Ziprick

Motion carried unanimously.

Item #9 - Consider and Adopt Resolution No. 2008-13 of the San Bernardino International Airport Authority (SBIAA) Accepting a Grant in the amount of \$1,000,000 from the Inland Valley Development Agency (IVDA) for the Purchase of Certain Refueler Trucks

ACTION: Adopt Resolution No. 2008-13 of the San Bernardino International Airport Authority (SBIAA) Accepting a Grant in the amount of \$1,000,000 from the Inland Valley Development Agency (IVDA) for funds needed to acquire three (3) fuel trucks.

Motion	Second	Aye	Aye	Aye	Aye
Estrada	Chastain	Gonzales	Lilburn	Morris	Ziprick

Motion carried unanimously.

G. ADDED AND DEFERRED ITEMS

Item #10 - Adopt Resolution No. 2008-14 of the San Bernardino International Airport Authority (SBIAA) Implementing a Pre-Tax Payroll Deduction Plan Pursuant to Internal Revenue Code Section 414(h)(2)

ACTION: Adopt Resolution No. 2008-14 of the San Bernardino International Airport Authority (SBIAA) implementing a Pre-Tax Payroll Deduction Plan pursuant to Internal Revenue Code Section 414(h)(2) for all employees who are participating members in the San Bernardino County Employees' Retirement Association (SBCERA) in accordance their employment contract terms.

Motion	Second	Aye	Aye	Aye	Aye
Estrada	Ziprick	Chastain	Gonzales	Lilburn	Morris

Motion carried unanimously.

H. PUBLIC COMMENT

There were no public comments.

I. CLOSED SESSION

President Patrick J. Morris recessed to closed session at 3:38 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.

The meeting reconvened at 4:02 p.m.

J. ADJOURN MEETING

There being no further business before the Commission at this session, President Patrick J. Morris declared the meeting adjourned at 4:10 p.m.

Minutes approved at a Regular Meeting on January 14, 2009.

/s/

Kelly Berry
Assistant Secretary of the Commission