

**SAN BERNARDINO INTERNATIONAL
AIRPORT AUTHORITY
ACTION MEETING MINUTES
June 24, 2009**

A Regular Meeting of the San Bernardino International Airport Authority was called to order by President Patrick J. Morris at approximately 3:08 p.m. on Wednesday, June 24, 2009, at Loma Linda City Hall, Council Chambers, 25541 Barton Road, Loma Linda, California.

COMMISSION MEMBERS PRESENT:

City of Colton	Mayor Kelly J. Chastain Councilmember Vincent Yzaguirre (alt.) (in audience non-voting)
City of Loma Linda	Secretary/Councilmember Robert Ziprick Councilmember Floyd Petersen (alt.) (in audience non-voting)
County of San Bernardino	Supervisor Josie Gonzales Supervisor Neil Derry (alt.) (in audience non-voting)
City of Highland	Vice President/Mayor Pro Tem Ross Jones
City of San Bernardino	President/Mayor Patrick J. Morris Councilmember Esther Estrada Councilmember Rikke Van Johnson (alt.) (in audience non-voting)

OTHERS PRESENT:

Donald L. Rogers, Interim Executive Director
Michael Burrows, Assistant Director
Bill Ingraham, Aviation Director
Timothy J. Sabo, Lewis Brisbois Bisgaard & Smith, LLP
Alex Estrada, Director of Redevelopment and Transportation
Martin Romeo, Chief Financial Officer
C. Eric Ray, Airport Operations Manager
Kelly Berry, Assistant Secretary of the Commission
Amelia Alanis, Assistant Clerk of the Board

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

There were no items to be added or deleted.

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. No conflicts were noted.

Item #2 - Informational Items

There were no informational items.

E. COMMISSION CONSENT ITEMS

Item #3 – Receive Register of Demands

Item #4 – Authorize Staff to Issue a Request for Qualifications (RFQ) for Miscellaneous Engineering Services

Item #5 – Approve San Bernardino International Airport Authority Fee Schedule for Fiscal Year 2009-2010

Item #6 – Adopt Commercial and Filming Procedures for the San Bernardino International Airport Authority (SBIAA) for Fiscal Year 2009-2010

Item #7 – Approve Amendment No. 5 to Lease Agreement with the San Bernardino County Consolidated Fire District for Building Nos. 302 and 344, and 1.75 Acres of Exterior Area

ACTION: Approve the Consent Calendar.

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

Motion carried unanimously.

F. COMMISSION DISCUSSION ITEMS

Item #8 - Approve the San Bernardino International Airport Authority (SBIAA) Budget for Fiscal Year 2009-2010

A supplemental staff report regarding Agenda Item No. 8 was provided to the Commission members, staff, and members of the public.

Mr. Martin Romeo, Chief Financial Officer, gave a brief statement explaining the Supplemental Staff Report. The updated information contained in the Preliminary Annual Budget relates to the Taxiway "A" U.S. Department of Transportation Federal Aviation Administration (FAA) grants. The project will not be completed by fiscal year end, June 30; it will be completed sometime in July, 2009. Therefore, Mr. Romeo updated the information pertaining to these grants and it can be found on pages 3, 7, and 8. The 2009-10 proposed budget numbers should be \$1,500,000 for the Reconstruct Taxiway "A" Grant (FAA 3-06-0358-21) and \$1,000,000 for the Reconstruct East end of Taxiway "A", Phase 2 Grant (FAA 3-06-0358-22).

Councilmember Esther Estrada asked if there would be a particular person in charge of the Terminal operations.

Mr. Bill Ingraham, Aviation Director, responded stating ultimately he would be responsible. There would be a supervisor of the security and control functions within the Terminal building itself. Mr. Ingraham also stated there would not be a strong airport staff presence in the airport building, the supervision of that is going to fall mostly on him.

ACTION: Approve the San Bernardino International Airport Authority (SBIAA) budget for fiscal year 2009-2010.

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

Motion carried unanimously.

Item #9 - Ratify Change Order Nos. 1 through 5 in an Amount Not to Exceed \$4,203.85; and Approve Notice of Completion with JAM Fire Protection, Inc., for the Building 763 Fire Suppression Repair and Upgrade Project

ACTION: Ratify Change Order Nos. 1 through 5 in an amount not to exceed \$4,203.85; and approve Notice of Completion with JAM Fire Protection, Inc., for the Building 763 Fire Suppression Repair and Upgrade Project; and authorize release of ten percent (10%) retention upon recordation with the County of San Bernardino.

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

Motion carried unanimously.

Item #10 - Authorize the Purchase of Materials and Labor from Vaisala, Inc., to Upgrade the Automated Weather Observation System (AWOS)

Mr. Bill Ingraham, Aviation Director, noted that Vaisala, Inc. had recently purchased Aviation Systems Maintenance, Inc. (ASMI).

ACTION: Authorize the purchase of materials and labor from Vaisala, Inc., to upgrade the Automated Weather Observation Systems (AWOS) in an amount not to exceed \$73,820; and appropriate a contingency budget of ten percent (10%); and authorize the Interim Executive Director to assign the existing Agreement for Professional Services with ASMI, Inc. to Vaisala, Inc.; and execute an addendum for the provision of labor to install and re-commission the AWOS.

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

Motion carried unanimously.

G. ADDED AND DEFERRED ITEMS

There were no added or deferred items.

H. PUBLIC COMMENT

There were no public comments.

I. CLOSED SESSION

President Patrick J. Morris recessed to closed session at 3:43 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.

Mr. Timothy J. Sabo, Lewis Brisbois Bisgaard & Smith, LLP lead the discussion in closed session. San Bernardino International Airport Authority Staff were not present during closed session.

The meeting reconvened at 4:12 p.m., and President Patrick J. Morris asked Agency Counsel if there were any reportable items. Mr. Timothy J. Sabo, Agency Counsel, stated that there were no reportable items.

J. ADJOURN MEETING

There being no further business before the Commission at this session, President Patrick J. Morris declared the meeting adjourned at 4:12 p.m.

Minutes approved at a Regular Meeting on July 22, 2009.

Kelly Berry
Assistant Secretary of the Commission

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MEMBERS ABSENT:

County of Highland

Mayor Penny Lilburn (alt.)