

**SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY**  
**REGULAR MEETING AGENDA - AMENDED**  
**WEDNESDAY, FEBRUARY 27, 2019**

**3:00 P.M. (Closed Session, immediately followed by Open Session)**

MAIN AUDITORIUM – Norton Regional Event Center – 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

**Vacant, President**

**Vacant, Vice President**

**Ovidiu Popescu, Secretary**

*Councilmember, City of Loma Linda*

**COMMISSION MEMBERS:**

**Frank J. Navarro**

*Mayor, City of Colton*

**Dawn Rowe**

*Supervisor, County of San Bernardino*

**John Valdivia**

*Mayor, City of San Bernardino*

**Theodore Sanchez**

*Councilmember, City of San Bernardino*

**Penny Lilburn**

*Mayor, City of Highland*

**ALTERNATE COMMISSION MEMBERS:**

**Phillip Dupper**

*Councilmember, City of Loma Linda*

**Curt Hagman**

*Supervisor, County of San Bernardino*

**Larry McCallon**

*Mayor Pro Tem, City of Highland*

**Henry Nickel**

*Councilmember, City of San Bernardino*

**Jack R. Woods**

*Councilmember, City of Colton*

- Full agenda packets are available at the SBIAA office, 1601 East Third Street, San Bernardino, California, will be provided at the meeting, and are posted in the Public Meetings/Agenda section of our website at [www.sbiaa.org](http://www.sbiaa.org). Office hours are 7:30 a.m. to 5:30 p.m., Monday through Thursday, 8:00 a.m. to 5:00 p.m., Friday.
- Recordings of the SBIAA Commission meetings are available in the Public Meetings/Agenda section of our website at [www.sbiaa.org](http://www.sbiaa.org).
- In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SBIAA office at (909) 382-4100. Notification 48 hours prior to the meeting will enable SBIAA staff to make reasonable arrangements to ensure accessibility to this meeting.
- Anyone who wishes to speak during public comment or on a particular item will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be turned in to the Clerk of the Board.
- Public comments for agenda items that are not public hearings will be limited to three minutes.
- Public comments for items that are not on the agenda will be limited to three minutes.
- The three-minute limitation shall apply to each member of the public and cannot be shared.

**ORDER OF BUSINESS – CLOSED SESSION**

This meeting of the governing Commission of the San Bernardino International Airport Authority will begin with Closed Session Public Comment and Closed Session, immediately followed by the Open Session portion of the meeting.

- **CALL TO ORDER**
- **CLOSED SESSION PUBLIC COMMENT**
- **RECESS TO CLOSED SESSION**

**A. CALL TO ORDER / ROLL CALL**

**B. CLOSED SESSION PUBLIC COMMENT**

The Closed Session Public Comment portion of the San Bernardino International Airport Authority Commission meeting is limited to a maximum of three minutes for each speaker and comments will be limited to matters appearing on the Closed Session portion of the agenda. Additional opportunities for further Public Comment will be given during and at the end of the meeting.

**C. CLOSED SESSION**

An announcement is typically made prior to closed session discussions as to the potential for a reportable action at the conclusion of closed session.

- a. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *Inland Valley Development Agency, the Successor Agency to the Inland Valley Development Agency, a joint powers authority/federal base reuse authority; San Bernardino International Airport Authority, a joint powers authority, v. Michael Cohen, in his official capacity as the Director of the State of California Department of Finance; DOES 1 through 50, inclusive, Sacramento County Superior Court Case No: 34-2016-80002374.*
- b. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *Inland Valley Development Agency, a joint powers authority/federal base reuse authority, and Inland Valley Development Agency as a Successor Agency, v. Oscar Valdez, in his official capacity as the County of San Bernardino Auditor – Controller/Treasurer/Tax Collector; Michael Cohen, in his official capacity as the Director of State of California Department of Finance; and DOES 1 through 50, inclusive, Sacramento County Superior Court Case No. 34-2016-80002502.*

- c. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *Inland Valley Development Agency, the Successor Agency to the Inland Valley Development Agency, a joint powers authority/federal base reuse authority; San Bernardino International Airport Authority, a joint powers authority, v. Michael Cohen, in his official capacity as the Director of the State of California Department of Finance; DOES 1 through 50, inclusive, Sacramento County Superior Court Case No. 34-2016-80002615.*
  
- d. *Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) –Inland Valley Development Agency, the successor agency to the Inland Valley Development Agency, a joint powers authority/federal base reuse authority; San Bernardino International Airport Authority, a joint powers authority v. Keely Bosler, in her official capacity as the Director of the State of California Department of Finance; Oscar Valdez, in his official capacity as the County of San Bernardino Auditor – Controller/Treasurer/Tax Collector; and DOES 1 through 50, inclusive, Sacramento County Superior Court Case No. 34-2018-80003028.*
  
- e. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8  

Property:	Approximately 100 acres of vacant land property on the Northeast portion of the San Bernardino International Airport (former Norton Airforce Base)
Negotiating Parties:	Michael Burrows, Executive Director, on behalf of SBIAA John Magness on behalf of Hillwood Enterprises, L.P.
Under negotiations:	Instructions will be given to the SBIAA negotiator concerning terms and price.

<b>D. <u>REPORT ON CLOSED SESSION</u></b>
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Public announcement(s) will be made following closed session if there are any reportable actions taken during closed session.

**ORDER OF BUSINESS – OPEN SESSION**

- **CALL TO ORDER OPEN SESSION**
- **PLEDGE OF ALLEGIANCE**

**E. ITEMS TO BE ADDED OR DELETED**

Pursuant to Government Code Section 54954.2, items may be added on which there is a need to take immediate action, and the need for action came to the attention of the San Bernardino International Airport Authority subsequent to the posting of the agenda.

**F. CONFLICT OF INTEREST DISCLOSURE**

1. Members shall note agenda item contractors and subcontractors which may require member abstentions due to possible conflicts of interest.  
[**PRESENTER:** Jennifer Farris; **PAGE#:** 008]

**G. INFORMATIONAL ITEMS**

It is intended that the following subject matters and their attachments are submitted to the Commission members for informational purposes only. No action is required with regard to these items in the form of a receive-and-file motion or otherwise. Members may inquire of staff as to any questions or seek clarifications, but no discussion may ensue other than to place an item on a subsequent agenda for further consideration. In such situations where permissible levels of discussion are conducted, members are reminded that staff has not presented the related contractor and interested parties conflicts of interest disclosures that are typically provided for agenda items for which action is intended to occur. Additionally, questions may arise as to negotiation strategies or other legal issues which are more appropriately addressed in a closed session discussion.

2. Informational Items
  - a. Executive Director's Report [**PRESENTER:** Michael Burrows; **PAGE#:** 028]
  - b. Report on incoming Commission Members and related actions [**PRESENTER:** Michael Burrows; **PAGE#:** 029]
  - c. Report on damages to the International Arrivals Facility [**PRESENTER:** Michael Burrows; **PAGE#:** 030]
  - d. Report on internship program [**PRESENTER:** Catherine Pritchett; **PAGE#:** 031]

H. **COMMISSION CONSENT ITEMS**

The following consent items are expected to be routine and non-controversial and will be acted upon by the Commission at one time under unless the Commission directs that an item be held for further discussion.

3. Register of Demands – February 27, 2019  
**[PRESENTER: William Garay; PAGE#: 032]**
4. Receive and file Treasurer's Report for December 31, 2018 for the San Bernardino International Airport Authority (SBIAA)  
**[PRESENTER: William Garay; PAGE#: 038]**
5. Approve Change Order No. 1 and closeout of the Building 680 HVAC Replacement Project with AEC/Moreno Corporation, authorizing release of retention and Notice of Completion  
**[PRESENTER: Jim Harris; PAGE#: 041]**
6. Approve the release of 50% of withheld construction retention with Matich Corporation for the 3rd Street Roadway and Infrastructure Project in the amount of \$58,553.24  
**[PRESENTER: Jim Harris; PAGE#: 044]**
7. Approve the purchase of one (1) 2019 Chevy Colorado vehicle with Anderson Chevrolet in the amount not to exceed \$32,408.75  
**[PRESENTER: Nikolas Perrson; PAGE#: 048]**
8. Approve a professional services agreement with Coffman Associates in the amount of \$49,858 with a 10% contingency of \$4,985 to complete a Federal Environmental Assessment  
**[PRESENTER: Mark Gibbs; PAGE#: 062]**
9. Approve Minutes: January 23, 2019  
**[PRESENTER: Jennifer Farris; PAGE#: 080]**

I. **COMMISSION ACTION ITEMS**

Anyone who wishes to speak on a particular item will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be turned in to the Clerk of the Board. Public comments for agenda items that are not public hearings will be limited to three minutes.

10. Consider and adopt proposed budget adjustments for fiscal year 2018-2019  
[PRESENTER: William Garay; PAGE#: 088]
11. Adopt Resolution 2019-01 of the San Bernardino International Airport Authority ratifying the declaration of a temporary state of emergency and awarding contracts to DKI Services and Leonida Builders  
[PRESENTER: Michael Burrows; PAGE#: 090]
12. Ratify a construction purchase order for the repairs to the International Arrivals Facility with Leonida Builders, Incorporated in an amount not to exceed \$124,488.38  
[PRESENTER: Jim Harris; PAGE#: 095]
13. Consider and discuss a report on marketing activities  
[PRESENTER: Michael Burrows; PAGE#: 104]
14. Review status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through June 30, 2019  
[PRESENTER: Michael Burrows; PAGE#: 113]
15. Conduct election of the President and Vice President of the San Bernardino International Airport Authority (SBIAA) commencing February 27, 2019 through June 30, 2019  
[PRESENTER: Michael Burrows; PAGE#: 118]

J. **ADDED AND DEFERRED ITEMS**

Deferred Items and Items which have been added pursuant to Government Code Section 54954.2 as noted above in Section E.

K. **OPEN SESSION PUBLIC COMMENT**

Anyone who wishes to speak during Open Session Public Comment will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be given to the Clerk of the Board. Public comments for items that are not on the agenda will be limited to three minutes. The three-minute limitation shall apply to each member of the public and cannot be shared with other members of the public.

**L. COMMISSION MEMBER COMMENT**

Commission members may make announcements or give brief reports on activities or matters not appearing on the agenda, as well as provide direction to staff relating to matters which may be addressed at this time.

**M. ADJOURNMENT**

Unless otherwise noted, this meeting will be adjourned to the next meeting of the San Bernardino International Airport Authority Commission on Wednesday, March 27, 2019.