SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY

SPECIAL MEETING AGENDA

THURSDAY, NOVEMBER 19, 2026

5:00 PM

Zoom Information:

https://us02web.zoom.us/j/81815116135?pwd=7VUWVabm0DRFfPWy9KvrbTELJ3blA0.1

Meeting ID: 818 1511 6135| Passcode: 528983

Dial by your location | +1 669 900 6833 US

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

Joe Baca, Jr., President
Supervisor, County of San Bernardino
Penny Lilburn, Vice President
Mayor, City of Highland
Kim Knaus, Secretary
Councilmember, City of San Bernardino

COMMISSION MEMBERS:
Frank J. Navarro
Mayor, City of Colton
Rhodes Rigsby
Councilmember, City of Loma Linda
Theodore Sanchez
Councilmember, City of San Bernardino

ALTERNATE COMMISSION MEMBERS:
Dawn Rowe
Supervisor, County of San Bernardino
Phillip Dupper
Councilmember, City of Loma Linda
John Echevarria
Councilmember, City of Colton
Jimmy Saldana
Mayor Pro Tem, City of Highland
Fred Shorett
Councilmember, City of San Bernardino

- *Full agenda packets are available at the SBIAA office, 1601 East Third Street, San Bernardino, California, and will be provided at the meeting, and are posted in the Agenda section of our website at www.sbiaa.org. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.*
- *Recordings of the SBIAA Commission meetings are available in the Agenda section of our website at 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. Speaker slips should be turned in to the Clerk of the Board prior to the start of Public Comment.*
- *Public comments for both agenda and non-agenda items will be limited to three minutes.*
- *The three–minute limitation shall apply to each member of the public and cannot be shared. An additional three minutes will be allotted to those who require translation services.*

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.

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. An additional three minutes will be allotted to those who require translation services.

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 Real Property Negotiator Pursuant to Government Code Section 54956.8
Property: 105 North Leland Norton Way, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer and Betty Lui, Transportation Security Administration (TSA)

b. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
Property: 105 North Leland Norton Way, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer, Scott Huber, SBIAA Legal Counsel, and Joe Ermalovich, AeroPro MRO SBD, LLC

D. **REPORT ON CLOSED SESSION**
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. **ADDED AND DEFERRED ITEMS**

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 Commission subsequent to the posting of the agenda.

F. **CONFLICT OF INTEREST DISCLOSURE**

1. POSSIBLE CONFLICT OF INTEREST ISSUES FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA) COMMISSION MEETING OF NOVEMBER 19, 2026
   [PRESENTER: Jillian Ubaldo, Assistant Secretary of the Commission **PAGE#: 005]**

G. **INFORMATIONAL ITEMS**

The following subject matters and their attachments are submitted to the Commission Members for informational purposes only. No formal action or motion is required. Commission 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.

2. Informational Items

   a. CHIEF EXECUTIVE OFFICER'S REPORT
      [PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 012]**

   b. REPORT ON LEGISLATIVE INITIATIVES
      [PRESENTER: Michael Burrows, Chief Executive Officer **PAGE #: 013]**

   c. REPORT ON CRUISING AT ALTITUDE
      [PRESENTER: Mark Gibbs, Director of Aviation **PAGE #: 014]**

   d. REPORT ON ACTION PLAN
      [PRESENTER: Michael Burrows, Chief Executive Officer **PAGE #: 015]**

H. **OPEN SESSION PUBLIC COMMENT**

Anyone who wishes to speak during Open Session Public Comment is requested to fill out a speaker slip and submit it to the Clerk of the Board prior to the start of Public Comment. Public comments are limited to three minutes per speaker for both agenda and non-agenda items. The three-minute limitation shall apply to each member of the public and cannot be shared with other members of the public. An additional three minutes will be allotted to those who require translation services. Pursuant to the Brown Act, the Commission may not discuss or take action on non-agenda items raised during public comment but may briefly respond to statements or direct items to staff for future consideration.

I. **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 unless the Commission directs that an item be held for further discussion.

3. REGISTER OF DEMANDS FOR OCTOBER 2026
   [PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 019]**

4. RECEIVE AND FILE TREASURER'S REPORT FOR SEPTEMBER 30, 2026, FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA)
   [PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 028]**

5. APPROVE THE FILING OF A NOTICE OF COMPLETION WITH GEO PAVING AND SEALCOATING, INC. FOR THE IRP 2 LANDFILL SURFACE REPAIR (PHASE II) PROJECT AND AUTHORIZE THE RELEASE OF RETAINED FUNDS
   [PRESENTER: Jeff Barrow, Director of Development **PAGE#: 031]**

6. APPROVE THE FILING OF A NOTICE OF COMPLETION WITH ALL AMERICAN BUILDING SERVICES FOR THE INTER-TERMINAL WALKWAY PROJECT AND AUTHORIZE THE RELEASE OF RETAINED FUNDS
   [PRESENTER: Jeff Barrow, Director of Development **PAGE#: 034]**

7. AUTHORIZE STAFF TO ADVERTISE THE GENERAL AVIATION RAMP (PHASE III) PROJECT
   [PRESENTER: Jeff Barrow, Director of Development **PAGE#: 037]**

8. APPROVE MEETING MINUTES: OCTOBER 28, 2026
   [PRESENTER: Jillian Ubaldo, Assistant Secretary of the Commission **PAGE#: 040]**

J. **COMMISSION ACTION ITEMS**

9. CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2026-2027
   [PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 047]**

10. APPROVE THE PURCHASE OF A NEW LEKTRO 88I ELECTRIC TUG FROM OSHKOSH AEROTECH OREGON, INC. IN AN AMOUNT NOT TO EXCEED $175,192.79
    [PRESENTER: Wendy McConaughey, FBO Manager **PAGE#: 050]**

K. **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.

L. **ADJOURNMENT**

Unless otherwise noted, this meeting will be adjourned to the special meeting of the San Bernardino International Airport Authority Commission, on Thursday, December 17, 2026 at 5:30 PM.