

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
SITTING AS THE GOVERNING BOARD FOR THE FOLLOWING:  
SAN BERNARDINO COUNTY  
BOARD GOVERNED COUNTY SERVICE AREAS  
AND RECORD OF ACTION**

August 22, 2023

**FROM**

**JAMES E. JENKINS, Director, Department of Airports**

**SUBJECT**

Request for Federal Aviation Administration Approval of Agreement for Transfer of Airport Improvement Program Non-Primary Entitlement Funds

**RECOMMENDATION(S)**

1. Acting as the governing body of San Bernardino County, designate the Director of the Department of Airports as the authorized official to execute and submit Request for FAA Approval of Agreement for Transfer of Entitlements request forms, and any other documents required by the Federal Aviation Administration, subject to County Counsel review, to transfer all or any portion of said funds, which are reserved by the Federal Aviation Administration per airport for the Chino, Twentynine Palms, and Barstow-Daggett Airports, among the eligible airports managed by the Department of Airports, for the period of August 8, 2023 through September 30, 2028.
2. Acting as the governing body of Board Governed County Service Area 60 – Apple Valley Airport, designate the Director of the Department Airports as the authorized official to execute and submit Request for FAA Approval of Agreement for Transfer of Entitlements request forms, and any other documents required by the Federal Aviation Administration, subject to County Counsel review, to transfer all or any portion of said funds, which are reserved by the Federal Aviation Administration for Apple Valley Airport, among the eligible airports managed by the Department of Airports, for the period of August 8, 2023 through September 30, 2028.

(Presenter: James E. Jenkins, Director, 387-8810)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**FINANCIAL IMPACT**

Approval of this item will not require the use of Discretionary General Funding (Net County Cost). There is no cost associated with executing and transmitting Request for FAA Approval of Agreement for Transfer of Entitlements request forms (Request) for transferring Airport Improvement Program Non-Primary Entitlement Funds (AIP Funds) among the eligible airports managed by the Department of Airports (Department).

**BACKGROUND INFORMATION**

The Airports Capital Improvement Plan (ACIP) is a programmatic document developed in partnership with the Federal Aviation Administration (FAA). At the time of submittal to the FAA,

## **Request for Federal Aviation Administration Approval of Agreement for Transfer of Airport Improvement Program Non-Primary Entitlement Funds**

the Board of Supervisors (Board) will also receive the ACIP. Each year, under the ACIP, the FAA reserves \$150,000 of AIP Funds for each general aviation airport listed in the latest published National Plan of Integrated Airports, of which San Bernardino receives \$600,000 AIP funds each year. These funds are specific for projects that are directly related to the Airport Operations Area (AOA) which includes runways, taxiways, and ramps; as opposed to County Capital Improvement Program Funds, which is for non-FAA funded capital projects.

There are two criteria for general aviation airports to be eligible for AIP Funds, as follows:

- The airport must be a public airport used for public purposes that is under control of a public agency where the area used for landing, takeoff, or surface maneuvering of aircraft is publicly owned.
- The airport is not a commercial service airport, where the airport must either have no scheduled service or has scheduled service with less than 2,500 annual passenger boardings each year.

Four of the six Department-managed airports meet these criteria: Chino, Twentynine Palms, Barstow-Daggett and Apple Valley Airports.

The Department has three years to use the AIP Funds. Use of each year's reserved AIP Funds may be deferred and aggregated to fund larger projects at an airport. In addition, each year's reserved AIP Funds may be transferred among the four eligible Department-managed airports to fund larger projects.

The FAA now requires the submission of a Request to Transfer AIP Funds be submitted electronically in order to receive approval to defer AIP funds. Therefore, designating the Director of the Department as the authorized official to execute and submit these documents will enable the Department to efficiently process transfers of AIP Funds.

Submitting a Request to transfer AIP Funds does not obligate the County or County Service Area 60 – Apple Valley Airport (CSA 60) to apply for a grant to use AIP Funds. At the time that an airport improvement project is needed, the Department will prepare a non-binding grant application for submission in accordance with County Policy 5-13. If the FAA approves the application, the Department will return to the Board for approval to accept any AIP Funds.

Approval of this item would allow the Director of the Department to execute transfers and documents required by the FAA to transfer all or any portion of the AIP Funds managed by the Department for the period of August 8, 2023 through September 30, 2028.

### **PROCUREMENT**

N/A

### **REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Agnes Cheng, Deputy County Counsel, 387-4271) on July 31, 2023; Finance (Elias Duenas, Administrative Analyst, 387-4052) on July 18, 2023; County Finance and Administration (Valerie Clay, Deputy executive Officer, 387-5423) on July 19, 2023.

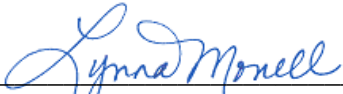
**Request for Federal Aviation Administration Approval of Agreement for Transfer of Airport Improvement Program Non-Primary Entitlement Funds**

Record of Action of the Board of Supervisors  
Board Governed County Service Areas  
Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Curt Hagman  
Ayes: Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.  
Absent: Col. Paul Cook (Ret.)

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: August 22, 2023



cc: File – Airports w/ attachment  
File - CSA 60 (Apple Valley Airport) w/ attachment  
JLL 08/25/2023