

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
REGULAR COMMISSION MEETING
MINUTES
May 25, 2023**

CALL TO ORDER

Vice President Loveridge called the Ontario International Airport Authority Commission meeting to order at 2:00 p.m.

ROLL CALL

PRESENT: Commissioners: Jim W. Bowman, Julie Gouw, Curt Hagman, and Ronald O. Loveridge

ABSENT: Commissioners: Alan D. Wapner

A quorum of the Board of Commissioners was present.

Also present were Chief Executive Officer Atif Elkadi; Assistant General Counsel Kevin P. Sullivan; Chief Financial Officer/Treasurer John M. Schubert; and Board Clerk/Assistant Secretary Norma I. Alley, MMC.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

AGENDA REVIEW/ANNOUNCEMENTS

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

No conflicts of interests were declared.

CLOSED SESSION

PUBLIC COMMENT ON CLOSED SESSION

Vice President Loveridge called for public comment. Seeing no one come forward, he closed public comment.

CLOSED SESSION

- GC § 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Chief Executive Officer

Assistant General Counsel Kevin P. Sullivan announced the closed session item.

Vice President Loveridge recessed the open session and called the closed session to order at 2:02 p.m. The open session reconvened at 2:14 p.m.

REPORT ON CLOSED SESSION

Vice President Loveridge announced there was no reportable action.

PUBLIC COMMENT

Vice President Loveridge called for public comment. Seeing no one come forward, he closed public comment.

CONSENT CALENDAR

2. APPROVAL OF MINUTES

Approved minutes for the OIAA Board of Commissioners meeting on April 27, 2023.

3. CASH DISBURSEMENT REPORT (BILLS/PAYROLL)

Received and filed the Cash Disbursement Report (Bills/Payroll) for the month ended April 30, 2023.

4. COMMISSIONER'S STIPENDS AS REQUIRED BY AUTHORITY BYLAWS

Approved additional stipends per Article IV, Section 6 of the Authority's Bylaws for President Wapner for the month of April, 2023.

5. RESOLUTION UPDATING THE NON-EXCLUSIVE AIR CARRIER OPERATING PERMIT

Adopted a Resolution updating the Non-Exclusive Air Carrier Operating Permit and authorizing the Chief Executive Officer to make minor amendments to the Permit.

RESOLUTION NO. 2023-09: A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AMENDING RESOLUTION NO. 2017-12 APPROVING AN UPDATED NON-EXCLUSIVE AIR CARRIER OPERATING PERMIT AT ONTARIO INTERNATIONAL AIRPORT

6. ENVIROSUITE, INC., SOLE SOURCE AGREEMENT

Authorized the Chief Executive Officer (CEO) to execute a five-year contract with five, one-year extension with Envirosuite, Inc., and authorize the CEO to exercise the five, one-year extensions to support the Airport Noise and Operations Monitoring System (ANOMS) at Ontario International Airport (ONT), in an amount not to exceed \$1,986,209.70 over the ten-year contract.

7. TBI AIRPORT MANAGEMENT CONTRACT AMENDMENT

Authorized the Chief Executive Officer (CEO) to execute the First Contract Amendment to add additional services and increase the contractual authority for the OIAA's existing TBI Airport Management (TBI) agreement, Contract No. SCONT-000082, by 15% of the annual reimbursable expenses related to the additional services not to exceed \$730,000.

8. TRACTOR AND MOWER PURCHASE

Approved an increase of the Capital Improvement Program project budget for fleet vehicles by \$100,000 and authorize the Chief Executive Officer (CEO) to execute the agreements for the purchase of three new fleet vehicles.

1. Authorize the Chief Executive Officer (CEO) to execute an agreement with Pape' Machinery, Inc. in the amount of \$334,442.18 for the purchase of three (3) John Deere tractors and three (3) flex wing mowers.
2. Approve an increase of the Capital Improvement Program budget of \$100,000 to cover the additional cost for the purchase of these tractors and mowers.

9. FINANCIAL STATEMENTS FOR THE NINE MONTHS ENDED MARCH 31, 2023

Received and filed financial statements for the nine months ended March 31, 2023.

10. INVESTMENT REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2023

Received and filed the Investment Report for the nine months ended March 31, 2023.

11. CAPITAL PROJECT EXPENDITURE INCREASE FOR FLEET VEHICLES

Approved an increase of the Capital Improvement Program project budget for fleet vehicles by \$100,000 and authorize the Chief Executive Officer (CEO) to execute the agreements for the purchase of three new fleet vehicles.

MOTION: Moved by Commissioner Hagman, seconded by Commissioner Bowman, to approve the Consent Calendar, including Resolution No. 2023-09. Motion carried by a 4 Yes/0 No/1 Absent (Wapner) vote.

ADMINISTRATIVE DISCUSSION/ACTION/REPORT

12. HILTACHK MARKETING GROUP CONTRACT AMENDMENT

Authorized the Chief Executive Officer (CEO) to execute the third contract amendment to authorize the media spend and increase by \$1,094,756.00 (for a total contract amount of \$3,094,756 in this fiscal year) in fiscal year 2022-2023 and by \$4,200,000 in fiscal year 2023-2024 (for a total contract amount of \$4,500,000 in fiscal year), for media buys, including but not limited to, targeted digital advertising, out of home, experiential activities, paid social and more.

Chief Executive Officer Elkadi presented the staff report and fielded questions from the Board of Commissioners.

MOTION: Moved by Commissioner Hagman, seconded by Commissioner Bowman. Motion carried by a 4 Yes/0 No/1 Absent (Wapner) vote.

MANAGEMENT REPORT

Chief Executive Officer Elkadi provided updates on passenger traffic numbers, changes to flights, and general airport matters accompanied by a PowerPoint.

COMMISSIONER MATTERS

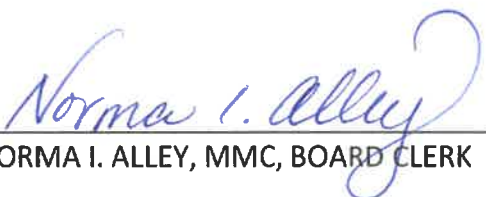
There were no updates or matters brought forth to the Board of Commissioners.

ADJOURNMENT

Vice President Loveridge adjourned the Ontario International Airport Authority Board of Commissioners Meeting at 2:23 p.m.

RESPECTFULLY SUBMITTED:

APPROVED:


NORMA I. ALLEY, MMC, BOARD CLERK


ALAN D. WAPNER, PRESIDENT