

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
SPECIAL COMMISSION MEETING  
MINUTES  
JULY 21, 2022**

**CALL TO ORDER**

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

**ROLL CALL**

**PRESENT:** Commissioners: Jim W. Bowman, Julia Gouw, Curt Hagman (arrived at 2:04 p.m.), Ronald O. Loveridge, and Alan D. Wapner

Also present were Chief Executive Officer Atif Elkadi, Assistant General Counsel Kevin P. Sullivan, and Board Clerk Norma I. Alley, MMC.

A quorum of the Board of Commissioners were present.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**PUBLIC COMMENT**

Board Clerk Norma Alley noted Mr. Richard Sherman provided written comment, which was entered into the record.

**AGENDA REVIEW/ANNOUNCEMENT**

No announcements were made.

**1. CONFLICT OF INTEREST**

No conflicts were declared.

**CONSENT CALENDAR**

Vice President Loveridge requested Item 11 be pulled for separate consideration.

**2. APPROVAL OF MINUTES**

Approved minutes for the Ontario International Airport Authority regular meeting on June 23, 2022, approving the same as on file with the Secretary/Assistant Secretary.

**3. CASH DISBURSEMENT REPORT (BILLS/PAYROLL)**

Received and filed the Cash Disbursement Report including bills and payroll from June 1 through June 30, 2022.

**4. ADOPTION OF A RESOLUTION MAKING FINDINGS AND DETERMINATIONS UNDER ASSEMBLY BILL NO. 361 TO CONTINUE AUTHORIZATION OF VIRTUAL MEETINGS OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY FOR A PERIOD OF 30 DAYS**

Adopted a Resolution making findings and determinations under Assembly Bill 361 (AB 361) to authorize staff to continue to conduct virtual-only Commission and Committee meetings, in response to COVID-19.

RESOLUTION NO. 2022-16: A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AUTHORIZING REMOTE TELECONFERENCE MEETINGS BY THE COMMISSION AND ALL COMMITTEES IN ACCORDANCE WITH ASSEMBLY BILL 361 FOR A PERIOD OF THIRTY DAYS

**5. ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPROVAL OF STIPENDS AS REQUIRED BY AUTHORITY BYLAWS**

Approved additional stipends per Article IV, Section 6 of the Authority's Bylaws.

**6. VENDING AND ANCILLARY SERVICES CONTRACT AWARD TO DEPENDABLE BREAKROOM SOLUTIONS INC.**

Approved the award of a vending concession agreement with Dependable Breakroom Solutions Inc.

**7. AUTHORIZE AN INCREASE TO THE HILTACHK MARKETING GROUP CONTRACT**

Authorized the increase of the contract amount with Hiltachk Marketing Group from \$2,875,000 to \$4,875,000.

**8. APPROVE AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE AN AGREEMENT WITH NUCKLES OIL COMPANY DBA MERIT OIL COMPANY FOR THE PURCHASE AND DELIVERY OF UNLEADED AND DIESEL FUELS AT VARIOUS LOCATIONS AT ONTARIO INTERNATIONAL AIRPORT**

Authorized the Chief Executive Officer (CEO) to enter into an agreement with Nuckles Oil Company dba Merit Oil Company for the purchase and delivery of unleaded and diesel fuel at Ontario International Airport (ONT), under the same terms and conditions as the County of San Bernardino's Request for Proposal and Contract No. AGECCY22-PURC-4372, for an amount not to exceed \$200,000 annually, over the term of the contract beginning July 21, 2022, through June 14, 2027.

**9. APPROVAL OF CONTRACT WITH COFFMAN SPECIALTIES INC. FOR THE RUNWAY 8R-26L REHABILITATION AND CONNECTING TAXIWAYS PROGRAM**

Authorized the Chief Executive Officer (CEO) to execute a contract with Coffman Specialties, Inc. in the amount of \$29,151,285.00 for Year 1 construction of the Runway 8R-26L Rehabilitation and Connecting Taxiways Program.

**10. AUTHORIZE THE CEO TO NEGOTIATE AND SIGN AN AMENDMENT TO THE AGREEMENT BETWEEN OIAA AND ONT-TEC, TO ALLOW ONT-TEC TO PERFORM WORK ON APPROVED OIAA PROJECTS AND TO ESTABLISH PURCHASING AUTHORITY UNDER THE AMENDED AGREEMENT**

Authorized the CEO to negotiate an amendment to OIAA's contract with ONT-TEC to work on approved OIAA Projects and establish expenditure authority under the contract.

**MOTION:** Moved by Secretary Bowman, seconded by Commissioner Gouw, to approve the Consent Calendar Items 1 through 10, including Resolution 2022-16, and carried by a 5 Yes/0 No vote.

**11. ORGANIZATIONAL ENHANCEMENT**

Approved one new OIAA Staff position of Chief Information Officer.

Chief Executive Officer Atif Elkadi summarized the staff report and fielded questions from the Commissioners.

**MOTION:** Moved by Vice President Loveridge, seconded by Commissioner Hagman, to approve Consent Calendar Item 11, and carried by a 5 Yes/0 No vote.

**ADMINISTRATIVE DISCUSSION/ACTION/REPORT**

**12. BOARD DIRECTION REGARDING CONCESSIONS**

President Wapner called for public comment. Seeing no one come forward, he closed the public comment.

Discussion commenced amongst the Commissioners regarding the different types of concessions available from future vendors. Consensus was met directing staff to continue moving in the direction of continued varied options.

**MANAGEMENT REPORT**

CEO Elkadi provided updates on passenger traffic numbers and changes to flights.

**COMMISSIONER MATTERS**

President Wapner thanked staff for their hard work.

Vice President Loveridge had no comments.

Secretary Bowman thanked staff for their hard work.

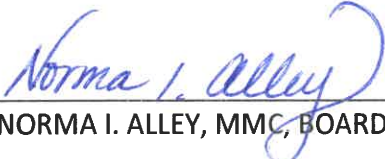
Commissioner Hagman had no comments.

Commissioner Gouw requested an update on the two-year vision of a high-capacity terminal.

**ADJOURNMENT**

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 2:24 p.m.

RESPECTFULLY SUBMITTED:

  
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NORMA I. ALLEY, MMC, BOARD CLERK

APPROVED:

  
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ALAN D. WAPNER, PRESIDENT