

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
COMMISSION AGENDA – NOVEMBER 5, 2012**

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**ONTARIO INTERNATIONAL AIRPORT
AUTHORITY
COMMISSION AGENDA
November 5, 2012**

Alan D. Wapner
President

Gary Ovitt
Vice President

Ronald O. Loveridge
Secretary

Jim W. Bowman
Commissioner

Lucy Dunn
Commissioner



Chris Hughes
Executive Director

John E. Brown
General Counsel

Grant D. Yee
Treasurer

WELCOME to a meeting of the Ontario International Airport Authority.

- Commission meetings are held at the City of Ontario Council Chambers located at 303 East B Street, Ontario, CA 91764 or at other such places as the Commission shall designate.
- All documents for public review are on file at the Authority Secretary's offices located within City of Ontario facilities at 303 East B Street, Ontario, CA 91764.
- Anyone wishing to speak during public comment or on a particular item will be required to fill out a blue slip. Blue slips must be turned in prior to public comment beginning or before an agenda item is taken up. The Secretary/Assistant Secretary will not accept blue slips after that time.
- Comments will be limited to 3 minutes. Speakers will be alerted when they have 1 minute remaining and when their time is up. Speakers are then to return to their seats and no further comments will be permitted.
- In accordance with California Law, remarks during public comment are to be limited to subjects within Commission's jurisdiction. Remarks on other agenda items will be limited to those items.
- Remarks from those seated or standing in the back of chambers will not be permitted. All those wishing to speak including Commissioners and Staff need to be recognized by the Commission President before speaking.

ORDER OF BUSINESS: The Commission meeting begins with Public Comment at 10:00 a.m., immediately followed by the Regular Meeting.

(EQUIPMENT FOR THE HEARING IMPAIRED IS AVAILABLE IN THE CITY OF ONTARIO'S RECORDS MANAGEMENT OFFICE)

CALL TO ORDER (*OPEN SESSION*)

10:00 a.m.

ROLL CALL

Bowman, Dunn, Loveridge, Ovitt, Wapner

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

The Public Comment portion of the Commission meeting is limited to 30 minutes with each speaker given a maximum of 3 minutes. An opportunity for further Public Comment may be given at the end of the meeting. Under provisions of the Brown Act, the Commission is prohibited from taking action on oral requests.

As previously noted -- if you wish to address the Commission, fill out one of the blue slips at the rear of the chambers and give it to the Secretary/Assistant Secretary.

DISCUSSION/ACTION ITEMS

Each member of the public wishing to address the Commission on items listed below will be given a total of 3 minutes.

I. APPROVAL OF MINUTES

Minutes for the meeting of the Ontario International Airport Authority of October 15, 2012, and approving same as on file with the Secretary/Assistant Secretary.

2. DETERMINATION OF MEETINGS

That the Commission adopt a resolution establishing the date, time, and location for the regular Authority meetings.

RESOLUTION NO. OIAA 12-002

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT
AUTHORITY COMMISSION, ESTABLISHING THE DATE, TIME,
AND LOCATION FOR REGULAR AUTHORITY MEETINGS.

COMMISSIONER MATTERS

STAFF MATTERS

PRESENTATION ON AIRPORT PERFORMANCE UPDATE

ADJOURNMENT

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
COMMISSION MEETING**

MINUTES

MONDAY, OCTOBER 15, 2012

(Not Official Until Approved)

A meeting of the Ontario International Airport Authority was held on Monday, October 15, 2012 in the City Council Chambers at Ontario City Hall, 303 East "B" Street, Ontario, CA.

Notice of said meeting was duly given in the time and manner prescribed by law.

CALL TO ORDER

Commissioner Wapner called the Ontario International Airport Authority Commission meeting to order at 10:13 a.m., and requested the Assistant City Clerk to call the roll.

PRESENT: Commissioners: Jim W. Bowman, Lucy Dunn,
Ronald O. Loveridge, Gary Ovitt,
and Alan D. Wapner

ABSENT: Commissioners: None

Also present were: Interim Executive Director Chris Hughes, Interim General Counsel John Brown, and Assistant City Clerk Vicki Kasad.

CLOSED SESSION PUBLIC COMMENT

E.T. Snell, commented that he anticipated that there would be a tough battle with Mayor Villaraigosa for acquisition of the airport. He suggested that it might be helpful to form a political action committee. He further suggested streaming of meetings on-line for increased transparency. Commissioner Wapner clarified that this body could not form a political action committee, but noted that an airport business alliance political action committee had been formed and suggested that Snell obtain further information about it.

CLOSED SESSION

Hearing no further requests to speak, Commissioner Wapner adjourned the meeting to Closed Session at 10:16 a.m., for discussion of the following:

- GC 54956.8, CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: Ontario International Airport, 2900 East Airport Drive, Ontario;
Authority Negotiator: Executive Director or designee; Negotiating parties: Los Angeles Mayor or his designee; Under negotiation: Price and terms of payment.

RECONVENE IN PUBLIC SESSION

The Ontario International Airport Authority Commission meeting was reconvened in public session at 10:43 a.m.

The Pledge of Allegiance was led by Commissioner Loveridge.

CLOSED SESSION REPORT

Legal Counsel Brown advised that there was no reportable action from the Closed Session discussion.

PUBLIC COMMENTS

None.

DISCUSSION/ACTION ITEMS

1. Election of Officers

The Commissioners conducted the election of officers.

MOTION: Moved by Commissioner Bowman, Seconded by Commissioner Dunn and carried by unanimous vote to elect Commissioner Wapner as President of the Ontario International Airport Authority.

MOTION: Moved by Commissioner Loveridge, seconded by President Wapner and carried by unanimous vote to elect Commissioner Ovitt as Vice President of the Ontario International Airport Authority.

MOTION: Moved by Vice President Ovitt, seconded by Commissioner Bowman and carried by unanimous vote to elect Commissioner Loveridge as Secretary of the Ontario International Airport Authority.

2. Appointments and Designations

President Wapner noted that the Authority would not be hiring staff immediately, and explained that the appointments would be an interim solution.

The Commissioners adopted a resolution appointing and designating the following staff members:

- (A) Interim Executive Director of the Authority – Chris Hughes
- (B) Interim General Counsel of the Authority – Best Best & Krieger

- (C) Assistant Secretary of the Authority – staff of the Ontario City Clerk/Records Management Department; and
- (D) Treasurer of the Authority – City of Ontario Administrative Services/ Finance Director.

MOTION: Moved by Commissioner Bowman, seconded by Commissioner Dunn and carried by unanimous vote to adopt Resolution No. OIAA 12-001.

RESOLUTION NO. OIAA 12-001 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPOINTING AND DESIGNATING THE AUTHORITY'S INTERIM EXECUTIVE DIRECTOR, GENERAL COUNSEL, ASSISTANT SECRETARY AND TREASURER.

3. Determination of Meetings

President Wapner indicated that staff was recommending regular monthly meetings, and noted the difficulty in coordinating schedules to set up this meeting. After discussion, the consensus was to meet monthly on the first Monday of each month at 10:00 a.m., with a tentative end time of 12:00 noon, and if a longer meeting was anticipated the start time could be moved earlier. General Counsel Brown indicated that staff would bring a resolution confirming the action forward at the next meeting.

- 4. Bylaws, Policies and Procedures Subcommittee
- 5. Business Plan Subcommittee

President Wapner recommended that Secretary Loveridge and Vice Chairman Ovitt serve on the Bylaws, Policies and Procedures Subcommittee; and that Commissioners Dunn and Bowman serve on the Business Plan Subcommittee. Interim Executive Director Hughes indicated that staff would be contacting the members to set up Subcommittee meetings. President Wapner indicated that he would like to attend all Subcommittee meetings as an Ex Officio Member. Secretary Loveridge questioned the ability to have three members of the Commission participate in Subcommittee meetings. General Counsel Brown indicated that the meetings would be noticed, so any member of the Commission could attend.

MOTION: Moved by Commissioner Bowman, seconded by Vice-Chairman Ovitt and carried by unanimous vote to appoint Members Loveridge and Ovitt to the Bylaws Subcommittee.

MOTION: Moved by Vice-Chairman Ovitt, seconded by Commissioner Dunn and carried by unanimous vote to appoint Members Dunn and Bowman to the Business Plan Subcommittee.

6. JPA Filing Requirements, Preparation of a Conflict of Interest Code, and FPPC Form 700 Filing Requirements.

General Counsel Brown explained the filing requirements for the JPA as well as Board members, noting that the members officially assumed office today, having been sworn in just prior to this meeting. He indicated that within 30 days they would need to file an Assuming Office Statement, with income reflecting a period of twelve months preceding October 15, 2012. He further indicated that staff would be preparing a Conflict of Interest Code for the Authority and offered to answer any questions. There were none. He then noted that the Filing Office is the Ontario City Clerk's Office.

COMMISSIONER MATTERS

Secretary Loveridge had no comments.

Commissioner Bowman indicated that he felt privileged to be serving on this Board with such honored leaders. He stated that he looks forward to guiding the airport, with help from his colleagues in the region to return the airport to the jewel it once was; and he pointed out that this meeting was a historic moment for the City and the region.

Commissioner Dunn commented that she was delighted to be here with this great group of leaders. She indicated that this was the first of many steps toward the success of the airport. She looked forward to a big celebration when the control of the airport is returned to the region.

Vice President Ovitt indicated that he was delighted to be here and serve in this capacity. He further stated San Bernardino County and many others would love to see the airport operating at its full capacity. He commented that he was excited about what this means for the future of the region, and stressed that it makes sense for the region operate its own airport. He stressed that the County of San Bernardino is excited to be part of this effort.

President Wapner expressed appreciation for the support of this effort, and looked forward to the day when there can be a change from the Los Angeles flag to the Ontario flag being flown at the airport. He noted that the formation of the Authority is historic as Ontario will become a regional airport with regional representation. He further discussed that the Authority would address marketing the airport and efforts needed in that regard. Wapner commented that this was a momentous occasion for everyone, but it will take a lot of work to pull it all together.

STAFF MATTERS

None.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission Meeting at 11:00 a.m. to the next regularly scheduled meeting on Monday, November, 5, 2012 at 10:00 a.m.

Respectfully submitted:

ASSISTANT SECRETARY

APPROVED:

ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY

**ONTARIO INTERNATIONAL
AIRPORT AUTHORITY**

Agenda Report
November 5, 2012

**SECTION:
DISCUSSION/ACTION ITEMS**

SUBJECT: DETERMINATION OF MEETINGS

RECOMMENDATION: That the Commission adopt a resolution establishing the date, time, and location for the regular Authority meetings.

FISCAL IMPACT: None.

BACKGROUND: At its October 15, 2012 meeting, the Board of Commissioners directed staff to prepare for consideration a resolution establishing the date, time, and location for regular Authority meetings to be the first Monday of each month at 10:00 a.m., within the Council Chambers of the City of Ontario located at 303 East B Street, Ontario, California.

The Authority must provide for its regular, adjourned regular, and special meetings; provided, however, that at least one regular meeting shall be held each year. In accordance with provisions of the Joint Powers of Authority establishing the Ontario International Airport Authority, Section 3(D)(1), the Commission must now take action to fix by resolution its meetings.

STAFF MEMBER PRESENTING: Chris Hughes, Executive Director

Prepared by: Chris Hughes
Department: Administration

Approved: _____
Continued to: _____
Denied: _____

Exec. Director
Approval: 

RESOLUTION NO. _____

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION, ESTABLISHING THE DATE, TIME AND LOCATION FOR REGULAR AUTHORITY MEETINGS.

WHEREAS, the Ontario International Airport Authority (the "Authority") was formed through the Joint Exercise of Power Agreement by and between the City of Ontario (the "City") and the County of San Bernardino (the "County"); and

WHEREAS, the Joint Powers Agreement requires the establishment of the date, time, and location of the Authority's regular meetings.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the Ontario International Airport Authority as follows:

SECTION 1. The Commission, in accordance with the Joint Powers Agreement, hereby fixes the first Monday of each month at 10:00 a.m. to be the time and date of its regular meetings.

SECTION 2. Further, the Commission hereby determines that its regular meetings shall be conducted at the Council Chambers of the City of Ontario, located at 303 East B Street, Ontario, California, 91764.

SECTION 3. Effective Date. This Resolution will take effect immediately upon its adoption.

SECTION 4. Certification. The Secretary/Assistant Secretary shall certify as to the adoption of this Resolution and forward copies of this Resolution to the Ontario City Clerk and the Clerk of the Board, County of San Bernardino.

PASSED, APPROVED, AND ADOPTED this ____ day of November 2012.

OIAA PRESIDENT

ATTEST:

SECRETARY/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

BEST BEST & KRIEGER LLP
GENERAL COUNSEL

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF ONTARIO)

I, _____, Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY that foregoing Resolution No. 2012- was duly passed and adopted by the Commission of the Ontario International Airport Authority at their regular meeting held November 5, 2012 by the following roll call vote, to wit:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

SECRETARY/ASSISTANT SECRETARY

(SEAL)

The foregoing is the original of Resolution No. 2012- duly passed and adopted by the Commission of the Ontario International Airport Authority at their regular meeting held November 5, 2012.

SECRETARY/ASSISTANT SECRETARY

(SEAL)