

ONTARIO INTERNATIONAL AIRPORT AUTHORITY

COMMISSION AGENDA – REGULAR MEETING



MARCH 26, 2019 AT 3:00 P.M.

Ontario International Airport Administration Offices
1923 E. Avion Street, Room 100, Ontario, CA 91761

ALAN D. WAPNER
President

RONALD O. LOVERIDGE
Vice President

JIM W. BOWMAN
Secretary

CURT HAGMAN
Commissioner

JULIA GOUW
Commissioner

MARK A. THORPE
Chief Executive Officer

LORI D. BALLANCE
General Counsel

ATIF J. ELKADI
Interim Treasurer

WELCOME TO THE MEETING OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

- All documents for public review are on file at the Ontario International Airport Administration Offices located at 1923 E. Avion Street, Ontario, CA 91761.
- Anyone wishing to speak during public comment or on an 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 State Law, remarks during public comment are to be limited to subjects within the Authority's jurisdiction. Remarks on other agenda items will be limited to those items.
- Remarks from those seated or standing in the back of the board room will not be permitted. All those wishing to speak, including Commissioners and Staff, need to be recognized by the Authority President before speaking.

ORDER OF BUSINESS

The Authority meeting begins at 3:00 p.m. with Public Comment and the Regular Meeting, immediately followed by Closed Session comment and Closed Session.

(Sign Language Interpreters, Communication Access Real-Time Transcription, Assistive Listening Devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. Due to difficulties in securing Sign Language Interpreters, five or more business days notice is strongly recommended.)

CALL TO ORDER (OPEN SESSION) - 3:00 P.M.

ROLL CALL

Loveridge, Bowman, Hagman, Gouw, President Wapner

PLEDGE OF ALLEGIANCE

INVOCATION

Pastor Mike Urciuoli, Calvary Chapel Ontario

PUBLIC COMMENT

Public Comment: The open meeting Public Comment portion of the Commission meeting is limited to a maximum of 3 minutes for each speaker. Additional opportunities for further Public Comment will be given during and at the end of the meeting. Under provisions of the Brown Act, the Commission is prohibited from taking action on oral requests.

AGENDA REVIEW/ANNOUNCEMENTS

The Chief Executive Officer will go over all updated materials and correspondence received after the Agenda was distributed to ensure Commissioners have received them.

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR will be enacted by one motion in the form listed below – there will be no separate discussion on these items prior to the time Commission votes on them, unless a member of the Commission requests a specific item be removed from the Consent Calendar for a separate vote.

Each member of the public wishing to address the Authority on items listed on the Consent Calendar will be given a total of 3 minutes.

1. APPROVAL OF MINUTES

Minutes for the meetings of the Ontario International Airport Authority special meeting on February 15, 2019 and the cancelled meeting on February 26, 2019, and approving the same as on file with the Secretary/Assistant Secretary.

2. BILLS/PAYROLL

Bills February 1, 2019 through February 28, 2019 and Payroll February 1, 2019 through February 28, 2019.

3. APPROVAL OF MEETING STIPENDS

That the Ontario International Airport Authority Commission approve meeting stipends for President Wapner for the month of February.

MANAGEMENT REPORT

Chief Executive Officer Thorpe

COMMISSION MATTERS

President Wapner

Vice President Loveridge

Secretary Bowman

Commissioner Hagman

Commissioner Gouw

CLOSED SESSION PUBLIC COMMENT

The Closed Session Public Comment portion of the Authority meeting is limited to a maximum of 3 minutes for each speaker and comments will be limited to matters appearing on the Closed Session.

CLOSED SESSION

- **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Pursuant to Government Code Section 54956.9(c)

Two (2) - Potential Cases

REPORT ON CLOSED SESSION

General Legal Counsel

ADJOURNMENT

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
SPECIAL COMMISSION MEETING
MINUTES
FEBRUARY 15, 2019
(Not Official Until Approved)**

A special meeting of the Ontario International Airport Authority was held on Friday, February 15, 2019, at 1923 E. Avion Street, Room 100, Ontario, California.

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

CALL TO ORDER

President Wapner called the Ontario International Airport Authority Commission meeting to order at 2:30 p.m.

ROLL CALL

PRESENT: Commissioners: Curt Hagman, Jim W. Bowman,
Ronald O. Loveridge and Alan D. Wapner.

ABSENT: Commissioners: Julia Gouw (excused).

Also present were: Chief Executive Officer Mark A. Thorpe, General Counsel Lori D. Ballance and Assistant Secretary Claudia Y. Isbell.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice President Loveridge.

INVOCATION

The Invocation was led by Rev. Dr. Gianluigi Gugliermetto, Christ Church Parish, Ontario.

PUBLIC COMMENT

There were no public comments.

AGENDA REVIEW/ANNOUNCEMENT

There were no announcements.

POSSIBLE CONFLICT OF INTEREST ISSUES

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Note: agenda item contractors, subcontractors and agents which may require member abstentions due to conflict of interests and financial interests. Commission Member abstentions shall be stated under this item for recordation on the appropriate item.

There were no conflicts of interest announced.

CONSENT CALENDAR

MOTION: Moved by Commissioner Hagman, seconded by Secretary Bowman and carried by a vote of 4-0-1, to approve the consent calendar as presented, with Commissioner Gouw absent.

2. APPROVAL OF MINUTES

Approved minutes for the regular meeting of the Ontario International Airport Authority on January 22, 2019 approving same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

Approved bills January 1, 2019 through January 31, 2019 and payroll January 1, 2019 through January 31, 2019.

4. APPROVAL OF MEETING STIPENDS

That the Ontario International Airport Authority Commission approved meeting stipends for Commissioner Hagman and Commissioner Wapner for the month of January.

5. APPROVAL TO INCREASE THE SITA INFORMATION NETWORKING COMPUTING USA, INC. (SITA) CONTRACT TO ACCOMMODATE COMMON USE PASSENGER PROCESSING AT ONT TERMINAL 2

The Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer (CEO) to increase the contractual authority for the OIAA's existing SITA agreement, Contract No. SCONT-000074, by \$900,000 for the remaining 23 months of the agreement (for a two-year total contractual authority not to exceed \$1,030,840, and an overall three-year contract not to exceed \$1,782,760), and authorize the provision, installation and related maintenance of a Common Use Passenger Processing System (CUPPS) at ONT Terminal 2.

6. AUTHORIZE APPROVAL TO ISSUE A PURCHASE ORDER TO FORTNET SECURITY FOR TWO PALOALTO NETWORK FIREWALLS

The Ontario International Airport Authority authorized the purchase of two PaloAlto Network firewalls to replace aging network infrastructure. The total estimated cost for the acquisition of the two firewalls is \$100,740.00. The cost includes procurement of the hardware, software subscriptions and 3 years of support.

ADMINISTRATIVE DISCUSSION/ACTION/REPORT

7. FISCAL YEAR 2019-20 BUDGET UPDATE AND ANALYSIS OF OPERATING AND MAINTENANCE BUDGET VERSUS ACTUAL FOR THE SIX MONTHS ENDED DECEMBER 31, 2018

That the Ontario International Airport Authority approved the budget adjustments and recommendations as listed in the Fiscal Year 2018-19 Budget Update.

MOTION: Moved by Commissioner Hagman, seconded by Vice President Loveridge and carried by a vote of 4-0-1, to approve the budget adjustments and recommendations as listed in the Fiscal Year 2018-19 budget update, with Commissioner Gouw absent.

MANAGEMENT REPORT

Chief Executive Officer Thorpe provided an update on a sustainability policy for the OIAA.

COMMISSIONER MATTERS

Commissioner Hagman stated he was interested in a cost comparison between TSA and private security.

President Wapner commended Ontario Police Department on their fast response times.

Vice President Loveridge mentioned that California Baptist University has an aviation program for those who are interested.

Secretary Bowman thanked staff for their hard work and noted the significant growth.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:01 p.m.

Ontario International Airport Authority Commission
Special Meeting Minutes
Friday, February 15, 2019
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RESPECTFULLY SUBMITTED:

CLAUDIA Y. ISBELL, CLERK OF THE BOARD

APPROVED:

ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY

ONTARIO INTERNATIONAL AIRPORT AUTHORITY
MINUTES
Tuesday, February 26, 2019
(Not Official Until Approved)

The Regular Meeting scheduled for Tuesday, February 26, 2019 was cancelled due to a lack of available quorum.

Respectfully submitted:

CLAUDIA Y. ISBELL, CLERK OF THE BOARD

ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: MARCH 26, 2019

SECTION: CONSENT CALENDAR

SUBJECT: ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPROVAL OF STIPENDS AS REQUIRED BY AUTHORITY BYLAWS

RELEVANT STRATEGIC OBJECTIVE: Development of Airport-Related Businesses.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority Commission approve additional stipends per Article IV, Section 6 of the Authority's Bylaws.

BACKGROUND: Article IV, Section 6 of the Authority's Bylaws states as follows:

"No salary: Reimbursement for Expenses; Stipends. The members of the Commission shall receive no salary but shall be reimbursed for necessary expenses (including mileage in accordance with standard IRS mileage reimbursement rates) incurred in the performance of their duties. Additionally, Commissioners will receive a stipend in the amount of one hundred fifty dollars (\$150.00) for attendance at each Commission meeting, standing committee meeting, ad hoc committee meeting, and any Authority-related business function. A maximum of six (6) stipends are permitted per month. An additional two (2) stipends are permitted with prior approval of the President. More than eight (8) stipends per month will require approval by the full Commission."

During the month of February 2019, President Wapner attended one (1) additional Authority-related business function. Full Commission approval is needed to approve payment of stipends.

CEQA COMPLIANCE: Exclusion from the definition of "project": The creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines §15378(b)(4).)

STAFF MEMBER PRESENTING: Chief Executive Officer, Mark A. Thorpe

Department: Clerk's Office

Submitted to OIAA: March 26, 2019

Chief Executive
Officer Approval:

A handwritten signature in black ink that reads "Mark A. Thorpe". The signature is written over a horizontal line.

Approved: _____
Continued to: _____
Denied: _____

Item No. 03

FISCAL IMPACT AND SOURCE OF FUNDS: OIAA operating revenue.

PRIOR COMMISSION ACTION: On December 8, 2016, the OIAA Commission adopted Resolution No. 2016-14 approving and adopting the OIAA Bylaws.

STAFFING IMPACT (# OF POSITIONS):

N/A

IMPACT ON OPERATIONS:

N/A

ATTACHMENTS:

N/A

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday

This Agenda Report has been reviewed by OIAA General Counsel.