

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
REGULAR COMMISSION MEETING
MINUTES
APRIL 23, 2020**

In accordance with the Governor's Declarations of Emergency for the State of California (Executive Orders N-25-20 and N-29-20) and the Governor's Stay at Home Order (Executive Order N-33-20), the Ontario International Airport Authority (OIAA) board meetings were conducted via live stream and teleconference. Members of the public utilized alternative measures established by OIAA to view the board meeting and/or to address the President and Commissioners for the regular meeting held on Thursday, April 23, 2020.

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 2:08 p.m.

ROLL CALL

PRESENT VIA ZOOM CONFERENCE: Commissioners: Julia Gouw, Curt Hagman, Jim W. Bowman, Ronald O. Loveridge, and Alan D. Wapner

ABSENT: Commissioners: None

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by CEO Mark Thorpe.

PUBLIC COMMENT

Members of the public wishing to provide public comment for the items on the agenda were able to do so via email comments to clerk@flyontario.com or via telephone recording comments at (909) 544-5442.

There were no public comments.

AGENDA REVIEW/ANNOUNCEMENT

There were no announcements made.

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.

No conflicts were announced.

CONSENT CALENDAR

MOTION: Moved by Secretary Bowman, seconded by Commissioner Gouw, and carried by a roll call vote of 5-0-0, to approve the consent calendar as presented.

2. APPROVAL OF MINUTES

Approved minutes for the meeting of the Ontario International Airport Authority regular meeting on March 26, 2020 and approving the same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

Approved bills March 1, 2020 through March 31, 2020 and Payroll March 1, 2020 through March 31, 2020.

4. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE A FACILITY USE AGREEMENT AND RIGHT-OF-WAY LICENSE AGREEMENT WITH ONTFUEL CORPORATION, INC. FOR THE FUEL FARM

The Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer (CEO) to execute a (1) year Facility Use Agreement (FUA) and Right-of-Way License Agreement with ONTFUEL Corporation, Inc. for the Fuel Farm at Ontario International Airport (ONT), with four (4), one-year extension options. Upon the Rent Commencement Date of the FUA, ONTFUEL Corporation (ONTFUEL) shall pay the OIAA approximately \$13,000 of Facility Use Fees each month for the Ground Fueling Facility Area.

ADMINISTRATIVE DISCUSSION/ACTION/REPORT

5. A RESOLUTION DECLARING THE CONTINUED EXISTENCE OF A LOCAL EMERGENCY IN CONNECTION WITH PREPARATIONS THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY IS MAKING, AND ACTIONS IT IS TAKING, IN RESPONSE TO THE SERIOUS AND IMMINENT THREAT OF AN OUTBREAK OF THE NOVEL CORONAVIRUS (COVID-19), AND COMPLIANCE WITH HEALTH AUTHORITIES' APPLICABLE GUIDANCE REGARDING RESPONDING TO COVID-19

The Ontario International Airport Authority approved a resolution declaring the continued existence of a local emergency in connection with preparations the Authority is making, and actions it is taking, in response to the serious and imminent threat of an outbreak of the novel coronavirus (COVID-19), and compliance with health authorities' applicable guidance regarding responding to COVID-19.

RESOLUTION NO. 2020-04 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY DECLARING THE CONTINUED EXISTENCE OF A LOCAL EMERGENCY IN CONNECTION WITH PREPARATIONS THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY IS MAKING, AND ACTIONS IT IS TAKING, IN RESPONSE TO THE SERIOUS AND IMMINENT THREAT OF AN OUTBREAK OF THE NOVEL CORONAVIRUS (COVID-19), AND COMPLIANCE WITH HEALTH AUTHORITIES' APPLICABLE GUIDANCE REGARDING RESPONDING TO COVID-19

Assistant Secretary Isbell announced modification text to add "and OIAA finances" on page 3, paragraph (7) of the resolution.

MOTION: Moved by Commissioner Hagman, seconded by Commissioner Gouw, and carried by a roll call vote of 5-0-0, to adopt Resolution 2020-04 declaring the continued existence of a local emergency.

6. DEFERRAL OF CERTAIN TENANT RENTS AND FEES

The the Ontario International Airport Authority approved the establishment of an arrangement with eligible tenants to defer a portion of rents and fees subject to the availability of funds and continuity of tenant services at ONT, organizational adjustments allowed within the parameters of the CARES Act, subject to the discretion and approval of the Chief Executive Officer.

MOTION: Moved by Commissioner Hagman, seconded by Secretary Bowman, and carried by a roll call vote of 5-0-0, to approve the deferral of certain tenant rents and fees.

MANAGEMENT REPORT

Chief Executive Officer Thorpe provided an update of COVID-19 impacts at ONT. He noted further information will be available for a more specific financial report at the next meeting in May.

President Wapner requested that all ad hoc committees meet to work on the details and recommendations for the recovery plan to be presented at the next board meeting.

COMMISSIONER MATTERS

President Wapner noted the importance to work on long term plans.

Vice President Loveridge asked about comparative airports.

Secretary Bowman had no comments.

Commissioner Gouw asked about the impacts of cash flow shortfalls. CEO Thorpe provided information on the benefits of OIAA's double residual budget.

Commissioner Hagman suggested staff take this time to work on a plan for the future of ONT.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 2:42 p.m.

RESPECTFULLY SUBMITTED:



CLAUDIA Y. ISBELL, CLERK OF THE BOARD

APPROVED:



ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY