

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
REGULAR COMMISSION MEETING  
MINUTES  
AUGUST 27, 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, August 27, 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 2:01 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 Document Management Specialist Natalie Gonzaga.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chief Financial Officer John Schubert.

**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](mailto:clerk@flyontario.com), live via telephone at (909) 414-1718, via telephone recording comments at (909) 544-5442, or by mail.

Richard Sherman, provided an email comment expressing concerns on airplane noise.

Betty Anderson, provided an email comment expressing concerns on airplane noise.

## **AGENDA REVIEW/ANNOUNCEMENT**

No announcements were 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 Commissioner Hagman, seconded by Secretary Bowman, and carried by a roll call vote of 5-0-0, to approve the consent calendar Items No. 2-6.

### **2. APPROVAL OF MINUTES**

Approved minutes for the meeting of the Ontario International Airport Authority regular meeting on July 23, 2020 and the special meeting on August 5, 2020 and approved the same as on file with the Secretary/Assistant Secretary.

### **3. BILLS/PAYROLL**

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

### **4. APPROVAL OF MEETING STIPENDS**

The Ontario International Airport Authority Commission approved meeting stipends for President Wapner for the month of July, 2020.

### **5. APPROVAL OF PUBLIC SAFETY ADMINISTRATOR POSITION**

The Ontario International Airport Authority (OIAA) approved the proposed Public Safety Administrator position. Funding for this position is included in the FY 2020-21 Budget. Funding for subsequent years will be requested through the annual budget process.

### **6. APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY AND ONTARIO INTERNATIONAL AIRPORT AUTHORITY**

Approved the proposed Memorandum of Understanding (MOU) between San Bernardino County Transportation Authority (SBCTA) and Ontario International Airport Authority (OIAA) which memorializes SBCTA's and OIAA's agreement to work in close collaboration regarding development of a proposed project for a possible direct transit connection between the Metrolink San Bernardino Line and Ontario International Airport (ONT).

#### **ADMINISTRATIVE DISCUSSION/ACTION/REPORT**

#### **7. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE TWO (2) ON-CALL PLANNING CONTRACTS WITH 1) HNTB CORPORATION AND 2) RICONDO & ASSOCIATES**

The Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer (CEO) to execute contracts with HNTB Corporation and Ricondo & Associates for three years, with two, one-year extensions, for an amount not to exceed \$12,000,000 over the three-year term, and authorize the CEO to exercise two, one-year extensions at \$4,000,000 annually for an amount not to exceed \$20,000,000 for on call, as-needed airport planning and support services. Funds for these contracts were approved in the FY 2020-2021 OIAA operating budget and may be included in the budgets of multiple departments. Funding in excess of what has been approved in the FY 2020-2021 budget, if required, will be reviewed and authorized by the OIAA before it is committed to any task order. Funding for subsequent years will be requested as part of the annual budget process.

CEO Thorpe provided a presentation on the proposed on-call planning contract services. Commissioners approved the contracts with an amendment not limiting each firm to \$2,000,000 per year to ensure competition between the two selected firms, allowing each firm an overall limit of \$4,000,000 per year, with a not to exceed amount for both contracts of \$4,000,000 per year, to be allocated through task orders, with funding approved in the annual budget process.

**MOTION:** Moved by Commissioner Hagman, seconded by Secretary Bowman, and carried by a roll call vote of 5-0-0, to approve the two on-call planning contracts with HNTB and Ricondo & Associates, with an amendment to the contracts allowing each firm a not to exceed amount of \$12,000,000 over the three-year term, and authorize the CEO to exercise two, one-year extensions at \$2,000,000 annually for an amount not to exceed \$20,000,000 for both contracts.

#### **8. 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 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 outbreak of the novel coronavirus (COVID-19), and compliance with health authorities' applicable guidance regarding responding to COVID-19.

**RESOLUTION NO. 2020-15** 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 NOVEL CORONAVIRUS (COVID-19), AND COMPLIANCE WITH HEALTH AUTHORITIES' APPLICABLE GUIDANCE REGARDING RESPONDING TO COVID-19

**MOTION:** Moved by Commissioner Hagman, seconded by Commissioner Gouw, and carried by a roll call vote of 5-0-0, to adopt Resolution 2020-15 approving the continued existence of a local emergency.

**MANAGEMENT REPORT**

Chief Executive Officer Thorpe provided updates including new air service, the Fitch Rating report showing ONT as one of two U.S. airports experiencing significant growth in commercial air freight shipments, an update on TSA traffic numbers, the Customer Service Experience Accreditation by Airports Council International earned by ONT, and the upcoming segment featuring ONT on The Travel Detective with Peter Greenburg airing on September 15, 2020 on PBS SoCal.

**COMMISSIONER MATTERS**

Secretary Bowman had no comments.

Commissioner Hagman congratulated the team on keeping up with current changes and re-emphasized the importance of marketing efforts due to new flights and changes, as a result of COVID.

Commissioner Gouw asked CEO Thorpe to provide the PBS "The Travel Detective with Peter Greenburg" episode featuring ONT once available.

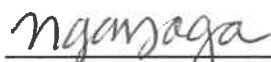
Vice President Loveridge had no comments.

President Wapner expressed appreciation for staff working on marketing efforts to prepare for when passenger traffic increases.

**ADJOURNMENT**

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 2:27 p.m.

RESPECTFULLY SUBMITTED:



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NATALIE GONZAGA, BOARD CLERK  
ONTARIO INTERNATIONAL AIRPORT AUTHORITY

APPROVED:



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ALAN D. WAPNER, PRESIDENT  
ONTARIO INTERNATIONAL AIRPORT AUTHORITY