

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
SPECIAL COMMISSION MEETING
MINUTES
NOVEMBER 24, 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 special meeting held on Tuesday, November 24, 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 11:04 a.m.

ROLL CALL

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

ABSENT: Commissioners: None

Also present via Zoom webinar were: Chief Executive Officer Mark A. Thorpe, General Counsel Lori Ballance and Board Clerk Natalie Gonzaga.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Hagman.

PUBLIC COMMENT

The public comment was taken after the Consent Calendar.

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 Gouw, 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 October 22, 2020 and approving the same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

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

4. APPROVAL OF MEETING STIPENDS

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

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 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. 2020-20 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

6. APPROVAL OF AN AUTHORITY INCREASE FOR ELEVATORS ETC., LP, FOR ELEVATOR AND ESCALATOR MAINTENANCE AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority authorized the Chief Executive Officer (CEO) to increase the existing OIAA Contract No. SCONT-000195 with Elevators Etc., LP for the maintenance of elevators and escalators for an amount of \$300,000. Funds for this item are included in the current Fiscal Year 2020-21 Landside Operations budget. Funding for subsequent years will be requested through the annual budget process.

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, live via telephone at (909) 414-1718, via telephone recording comments at (909) 544-5307, or by mail.

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

ADMINISTRATIVE DISCUSSION/ACTION/REPORT

7. APPROVAL OF THE AIRPORT DRIVE REHABILITATION PROJECT AT THE ONTARIO INTERNATIONAL AIRPORT AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE TASK ORDERS RELATED TO DESIGN AND ENVIRONMENTAL PLANNING

The Ontario International Airport Authority (OIAA) Commission approved the Airport Drive Rehabilitation Project at Ontario International Airport (ONT), including design and environmental planning services; and authorize the Chief Executive Officer (CEO) to execute Task Orders not to exceed \$750,000 to accomplish these services. The design and environmental planning services will be assigned to consultants via existing contracts. The initial source of funds for this work will be through OIAA 2021 airport revenue bond financing. This project is not AIP grant eligible and debt service will be paid via collection of rates and charges and/or FAA Passenger Facility Charges (PFCs). The total rough order of magnitude estimated cost of this project is \$8,000,000.

CEO Thorpe presented information on the item. Commissioners asked questions regarding the project.

MOTION: Moved by Secretary Bowman, seconded by Commissioner Gouw, and carried by a roll call vote of 5-0-0, to approve the Airport Drive Rehabilitation Project at ONT.

8. APPROVAL OF THE UPGRADES TO PARKING LOTS TWO THROUGH FIVE PROJECT AT ONTARIO INTERNATIONAL AIRPORT AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE TASK ORDERS RELATED TO DESIGN AND ENVIRONMENTAL PLANNING

The Ontario International Airport Authority (OIAA) Commission approved the Upgrades to Parking Lots Two through Five Project at Ontario International Airport (ONT), including the design and environmental planning services, and authorize the Chief Executive Officer (CEO) to execute Task Orders not to exceed \$700,000 to accomplish these services. The design and environmental planning services for the project will be completed via existing contracts and the initial source of funds for this work will be through OIAA 2021 airport revenue bond financing. This project is not AIP grant eligible and debt service will be paid via collection of rates and charges and/or FAA Passenger Facility Charges (PFCs). The total rough order of magnitude estimated cost of this project is \$9,000,000.

CEO Thorpe presented information on the item. Commissioners asked questions regarding the project.

MOTION: Moved by Commissioner Gouw, seconded by Commissioner Hagman, and carried by a roll call vote of 5-0-0, to approve the upgrades to parking lots two through five project.

9. APPROVAL OF INFORMATION TECHNOLOGY SECURITY PROJECTS AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) approved recommended information technology security projects at Ontario International Airport (ONT) from the November 2019 Security Master Plan. The total cost of recommended projects is \$6,000,000, which will be financed from the OIAA 2021 airport revenue bonds. Debt service will be paid from airport rates and charges.

CEO Thorpe presented information on the item.

MOTION: Moved by Commissioner Hagman, seconded by Secretary Bowman, and carried by a roll call vote of 5-0-0, to approve recommended information technology security projects.

10. APPROVAL OF THE RETAIL BRAND PROJECT AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) approved design and build for an interactive omni channel retail outlets and pop up stores project at Ontario International

Airport (ONT). The estimated cost of this project is \$2,000,000. Funding will be provided through discretionary funds.

CEO Thorpe presented information on the item. Commissioners asked questions regarding the project.

MOTION: Moved by Commissioner Hagman, seconded by Commissioner Gouw, and carried by a roll call vote of 5-0-0, to approve design and build for an interactive omni channel retail outlets and pop up stores project.

11. APPROVAL OF DESIGN AND ENVIRONMENTAL PLANNING SERVICES FOR RUNWAY 8R-26L REHABILITATION AND CONNECTING TAXIWAYS PROGRAM AT THE ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) (1) approved design services and environmental planning services for the Runway 8R-26L Rehabilitation and Connecting Taxiways Program at Ontario International Airport (ONT); (2) authorized the CEO to execute Task Orders in the amount of \$9,000,000 to accomplish these services; and (3) authorized the CEO to exercise the two, one-year contract extension with Burns & McDonnell to complete the program. The design and environmental planning services for the program will be completed via existing contracts with Burns & McDonnell and HNTB, with the initial source of funds provided by OIAA 2021 airport revenue bond financing. Reimbursement for 80% of the cost of design and environmental services for the project will be requested through the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant Entitlement. The remainder of the debt service will be paid via collection of rates and charges and/or FAA Passenger Facility Charges (PFC).

CEO Thorpe presented information on the item.

MOTION: Moved by Commissioner Hagman, seconded by Secretary Bowman, and carried by a roll call vote of 5-0-0, to approve design services and environmental planning services for the Runway 8R-26L Rehabilitation and Connecting Taxiways Program.

12. FISCAL YEAR 2020-21 BUDGET UPDATE FOR THE THREE MONTHS ENDING SEPTEMBER 30, 2020

The Ontario International Airport Authority (OIAA) (1) received and filed Financial Statements for the three months ending September 30, 2020; and (2) approved Fiscal Year 2020-21 budget adjustments.

CEO Thorpe presented information on the item. Commissioners asked questions regarding the budget.

MOTION: Moved by Vice President Loveridge, seconded by Commissioner Gouw, and carried by a roll call vote of 5-0-0, to (1) receive and file Financial Statements for the three months ending September 30, 2020; and (2) approve Fiscal Year 2020-21 budget adjustments.

MANAGEMENT REPORT

Chief Executive Officer Thorpe provided updates on passenger traffic, cargo and the new Covid Clinic service in Parking Lot 3 for COVID screenings.

COMMISSIONER MATTERS

Secretary Bowman had no comments.

Commissioner Gouw had no comments.

Vice President Loveridge had no comments.

Commissioner Hagman thanked everyone for their hard work and the current projects.

President Wapner complimented staff regarding new air service.

CLOSED SESSION

President Wapner recessed the special meeting of the Ontario International Airport Authority to Closed Session at 11:57 a.m. with all Commissioners virtually in attendance.

- CONFERENCE WITH LEGAL COUNSEL— Government Claim (Government Code section 54956.9(d)(2) and (e)(3)): (1 matter)
- REAL PROPERTY NEGOTIATIONS (portions of the Airport) (Government Code Section 54956.8); OIAA General Counsel's office as negotiator.

The Ontario International Airport Authority Commission special meeting was reconvened in public session at 12:10 p.m.

REPORT ON CLOSED SESSION

President Wapner announced there was no reportable action.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 12:11 p.m.

RESPECTFULLY SUBMITTED:



NATALIE GONZAGA, BOARD CLERK
ONTARIO INTERNATIONAL AIRPORT AUTHORITY

APPROVED:



ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY