

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
REGULAR COMMISSION MEETING  
MINUTES  
May 27, 2021**

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) Commission meetings were conducted via live stream and teleconference. Members of the public utilized alternative measures established by OIAA to view the Commission meeting and/or to address the President and Commissioners for the regular meeting held on Thursday, May 27, 2021.

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 2:02 p.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 Gouw.

**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) 544-5307 or by mail.

Richard Sherman provided an email comment on late night jet noise.

Public comments were provided to all Commissioners and entered into the meeting record.

Closed session was moved the beginning of the meeting.

## **CLOSED SESSION PUBLIC COMMENT**

There were no public comments for closed session.

## **CLOSED SESSION**

President Wapner recessed the regular meeting of the Ontario International Airport Authority to closed session at 2:04 p.m. with all Commissioners in attendance.

- GC § 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION
- GC § 54956.9(d): CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Potential litigation (1 case)

The Ontario International Airport Authority Commission regular meeting was reconvened in public session at 2:49 p.m.

## **REPORT ON CLOSED SESSION**

General Counsel Lori Ballance announced there was no reportable action.

## **AGENDA REVIEW/ANNOUNCEMENT**

None.

### **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. 2-9, including Resolution No. 2021-09.

## **2. APPROVAL OF MINUTES**

Approved minutes for the regular meeting of the Ontario International Airport Authority on April 22, 2021 and approved the same as on file with the Secretary/Assistant Secretary.

## **3. BILLS/PAYROLL**

Approved bills April 1 through April 30, 2021, and Payroll April 1 through April 30, 2021.

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

The Ontario International Airport Authority Commission approved meeting stipends for President Wapner and Commissioner Hagman for the month of April, 2021.

## **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. 2021-09** 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 UPDATES TO THE NON-EXCLUSIVE LICENSE AGREEMENT LANGUAGE THAT ADDRESSES GROUND SUPPORT EQUIPMENT USERS ADHERENCES TO THE EMISSIONS GOALS SET FORTH IN THE SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT MEMORANDUM OF UNDERSTANDING**

The Ontario International Airport Authority (OIAA) Commission approved the addition of specific air quality emission language in future executed Non-Exclusive License Agreements (NELA) for Ground Support Equipment (GSE) users at Ontario International Airport (ONT), to be in compliance with the emissions goals set forth in the Memorandum of Understanding (MOU) with South Coast Air Quality Management District (SCAQMD).

**7. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH OSBORNE BIOLOGICAL CONSULTING FOR THE YEAR 2021 FOCUSED SURVEY FOR THE DELHI SANDS FLOWER-LOVING FLY**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to execute a professional services agreement with Osborne Biological Consulting (Osborne) for a third year 2021 focused biological survey for the presence or absence of Delhi Sands Flower-loving Fly on portions of the Ontario International Airport (ONT) property. Upon approval of this agreement, Osborne will conduct the survey between July 1 and September 20, 2021, for a total not to exceed amount of \$145,138.79. Funds for this agreement will be included in the FY 2021-22 budget.

**8. APPROVAL OF AN AGREEMENT WITH CLIMATEC, LLC FOR THE REPLACEMENT OF THE HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) SYSTEM AND LIGHTING MODIFICATIONS AT FIRE STATION 10**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to enter into an agreement with Climatec, LLC for HVAC replacement units and lighting modifications at Fire Station 10, under the same pricing, terms, and conditions as the City of Ontario's Contract/RFP PUBWRKS18-001-Energy Efficiency, in an amount not to exceed \$470,000. Funding for this agreement will be requested in the FY 2021-22 budget for a cost of \$470,000, plus a 10% contingency in the amount of \$47,000 for this project. Funding for subsequent projects will be requested on an as-needed basis.

**9. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH FUSE ADVANCEMENT, LLC FOR CONTINUED CONSULTING SERVICES TO SUPPORT THE MANAGEMENT OF SALES, ADVERTISING, AND SPONSORSHIP AT ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to execute a professional services agreement with FUSE Advancement, LLC, for consulting services for one year in an amount not to exceed \$240,500 (compiled with a base compensation of \$185,000 and a maximum incentive program of 30% of base compensation contingent upon meeting gross revenue sales budgets), and authorize the CEO to exercise four, one-year extensions, for an overall contract amount not to exceed \$1,202,500 (compiled of \$925,000 base compensation and a maximum incentive program of 30% of the base compensation contingent upon meeting gross revenue sales budgets over five years, if all options are exercised), plus authorized reimbursable expenses. Funding for this agreement is available in the Fiscal Year 2020-21 budget. Funding for subsequent years will be requested through the annual budget process.

## **ADMINISTRATIVE REPORTS/DISCUSSION/ACTION**

### **10. FISCAL YEAR 2020-2021 QUARTERLY FINANCIAL STATEMENTS FOR THE NINE MONTHS ENDING MARCH 31, 2021**

The Ontario International Airport Authority (OIAA) Commission received and filed Financial Statements for the nine months ending March 31, 2021.

Chief Financial Officer John Schubert presented to the Commission regarding the FY 2020-21 financial statements.

### **11. INVESTMENT REPORT FOR THE QUARTER ENDING MARCH 31, 2021**

The Ontario International Airport Authority (OIAA) Commission received and filed the Investment Report for the quarter ending March 31, 2021.

Chief Financial Officer John Schubert presented to the Commission regarding the investment report.

### **12. DISCUSSION REGARDING THE SERIES 2021 OIAA BOND ISSUANCE**

The Ontario International Airport Authority (OIAA) Commission discussed the Series 2021 OIAA Bond Issuance.

Chief Financial Officer John Schubert presented to the Commission regarding the Series 2021 bond issuance.

The Commissioners asked questions regarding the bond financing.

### **13. DISCUSSION REGARDING THE AIRPORT LAYOUT PLAN (ALP) UPDATE**

The Ontario International Airport Authority (OIAA) Commission discussed the recent 2021 Federal Aviation Administration (FAA) approved Airport Layout Plan (ALP).

Director of Planning Michelle Brantley presented to the Commission regarding the approved ALP.

The Commissioners asked questions regarding the ALP process.

Secretary Bowman exited the regular meeting at 3:15 p.m. (excused)

## **MANAGEMENT REPORT**

Chief Executive Officer Thorpe provided updates on passenger and cargo traffic.

## COMMISSIONER MATTERS

Commissioner Gouw thanked staff for their hard work during pandemic and recommend the establishment of a planning committee to prepare for the long-term planning of ONT.

President Wapner requested CEO Thorpe add the discussion regarding forming a planning committee to the next meeting agenda, as well a discussion regarding formalizing all OIAA committees.

Vice President Loveridge had no comments.

Commissioner Hagman expressed his support of a planning committee to prepare for the next version of airport travel and what the new vision will be for ONT; requested an update of travel restrictions and policies so we can be prepared for the return of international travel.

President Wapner had no comments.

## ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:39 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