

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
REGULAR COMMISSION MEETING  
MINUTES  
July 22, 2021**

In accordance with the Governor's Declarations of Emergency for the State of California (Executive Orders N-25-20 and N-29-20), 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, July 22, 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 2:03 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, Assistant General Counsel Kevin P. Sullivan, and Board Clerk Natalie Gonzaga.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by President Wapner.

Closed session was moved to 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 2:05 p.m. with all Commissioners in attendance.

- GC section 54956.8: REAL PROPERTY NEGOTIATIONS (portions of Airport); OIAA General Counsel's office as negotiator.

The Ontario International Airport Authority Commission regular meeting was reconvened in public session at 2:36 p.m.

## **REPORT ON CLOSED SESSION**

President Wapner announced there was no reportable action.

## **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.

*Amir Zabeti* provided an email comment regarding a noise complaint.

*Patricia Tarin* provided an email comment regarding airplane noise.

*Louise Lennon* provided an email comment regarding aircraft noise.

*Richard Sherman* provided an email comment regarding continuing loud late night jet noise.

*Cyndi Watson* provided an email comment regarding noisy flights over house.

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

## **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.

President Wapner and Secretary Bowman announced a conflict for Item No. 10, and abstained from the vote.

## **PUBLIC COMMENT**

*Bill Perez* provided a live comment regarding Item No. 10, expressed appreciation on behalf of 29 local construction unions, regarding the community workforce agreement.

*James Elrod*, representative of Southwest Regional Council of Carpenters, provided a live public comment regarding Item No. 10, expressing appreciation regarding the proposed community workforce agreement.

## **CONSENT CALENDAR**

**MOTION:** Moved by Commissioner Hagman, seconded by Commissioner Gouw, and carried by a roll call vote of 5-0-0, to approve the consent calendar Items No. 2-10, including Resolution No. 2021-12, with President Wapner and Secretary Bowman abstaining from Item No. 10 – Community Workforce Agreement.

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

Approved minutes for the Ontario International Airport Authority special meeting on June 15, 2021 and regular meeting on June 24, 2021 and approved the same as on file with the Secretary/Assistant Secretary.

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

Approved Bills June 1 through June 30, 2021 and Payroll June 1 through June 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 June 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 (OIAA or Authority) Commission 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 COVID-19 and compliance with health authorities' applicable guidance regarding responding to COVID-19.

**2021-12 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. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO CONTINUE HOLDOVER STATUS OF RENTAL CAR CONCESSION AND LEASE AGREEMENTS**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to continue negotiations with rental car concessionaires culminating with new concession/lease agreements by March 1, 2022.

**7. APPROVAL OF AN AUTHORITY INCREASE TO OIAA CONTRACT NO. SCONT-000149 WITH GRIFFITH COMPANY FOR THE NORTHWEST QUADRANT DEMOLITION PROJECT AT ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to increase the authority amount by an amount not to exceed \$11,100 for the existing OIAA Contract No. SCONT-000149 with Griffith Company for the Northwest Quadrant Demolition Project for an overall contract amount not-to-exceed \$4,316,975.

**8. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH DIGITAL319, LLC FOR DIGITAL MEDIA CONSULTING SERVICES AT ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to execute a professional services agreement with Digital319, LLC for digital media consulting services, for one-year in an amount not to exceed \$150,000; and, authorize the CEO to exercise two, one-year extensions, for an overall contract amount not to exceed \$450,000. Funding for this agreement is approved in the Fiscal Year 2021-22 budget. Funding for subsequent years will be requested through the annual budget process.

**9. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH CMAG, LLC FOR MANAGEMENT CONSULTING SERVICES AT ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to execute a professional services agreement with Consulting Marketing & Advertising Group, LLC (CMAG), for management consulting services, for one-year in an amount not to exceed \$240,000, and authorize the CEO to exercise four, one-year extensions, for an overall contract amount not to exceed \$1,200,000. Funding for this agreement is approved in the Fiscal Year 2021-22 budget. Funding for subsequent years will be requested through the annual budget process.

Vice President Loveridge requested a brief discussion on this item to clarify the evaluation process to renew consulting services. CEO Thorpe provided a report on the CMAG, LLC contract. President Wapner

informed Vice President Loveridge that the Finance and Audit Committee can start looking at criteria for this evaluation process.

**10. APPROVAL OF A COMMUNITY WORKFORCE AGREEMENT WITH THE TRADES COUNCIL AND UNIONS**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to execute an up to ten-year (10) term Community Workforce Agreement (Agreement) with the San Bernardino – Riverside Counties Building and Construction Trades Council (Trades Council”), and the Signatory Craft Councils and Local Unions (Collectively, the “Union” or “Unions”).

**ADMINISTRATIVE REPORTS/DISCUSSION/ACTION**

**11. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO AMEND THE EXISTING TERMS AND CONDITIONS OF THE ONTFUEL CORPORATION, INC. FACILITY USE AGREEMENT AND RIGHT-OF-WAY LICENSE AGREEMENT FOR THE FUEL FARM**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to amend the terms and conditions of the current Facility Use Agreement (FUA) and Right-of-Way License Agreement with ONTFUEL Corporation, Inc. (ONTFUEL) for the fuel farm, to allow for a longer term 5-year lease.

CEO Thorpe provided a brief presentation on this item.

**MOTION:** Moved by Secretary Bowman, seconded by Vice President Loveridge, and carried by a roll call vote of 5-0-0 to approve the amendments to ONTFUEL Facility Use Agreement and Right-of-Way License Agreement for the Fuel Farm.

**12. APPROVAL OF A CONCESSION AGREEMENT WITH JDDA CONCESSION MANAGEMENT, INC. FOR A CHICK-FIL-A RESTAURANT IN TERMINAL 4 AT ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to execute a ten-year term concession agreement with JDDA Concession Management, Inc. to manage and operate a Chick-fil-A restaurant concession in Terminal 4 at Ontario International Airport (ONT).

CEO Thorpe provided a brief presentation on this item. Discussion ensued between Commissioners and Staff.

**MOTION:** Moved by Commissioner Gouw, seconded by Commissioner Hagman, and carried by a roll call vote of 5-0-0 to approve the JDDA Concession Management, Inc. concession agreement.

## MANAGEMENT REPORT

Chief Executive Officer Thorpe provided updates on passenger and cargo traffic and new service routes for June 2021.

## COMMISSIONER MATTERS

Commissioner Gouw expressed her appreciation for the Hawaiian Airlines ONT route she recently flew.

Commissioner Hagman expressed appreciation for growth and staff, and is looking forward to new flight announcements.

Vice President Loveridge expressed appreciation for Hawaiian Airlines flying out of ONT.

Secretary Bowman had no comments.

President Wapner had no comments.

## ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:03 p.m.

RESPECTFULLY SUBMITTED:



---

NATALIE GONZAGA, BOARD CLERK

APPROVED:



---

ALAN D. WAPNER, PRESIDENT  
ONTARIO INTERNATIONAL AIRPORT AUTHORITY