



SPECIAL AND URGENT NOTICE ELIMINATING IN-PERSON PUBLIC PARTICIPATION AT ONTARIO INTERNATIONAL AIRPORT AUTHORITY MEETINGS

In accordance with the Governor's Executive Orders N-25-20 and N-29-20 for the State of California, the Ontario International Airport Authority (OIAA) board meeting will be conducted via Zoom and teleconference. Members of the public may utilize alternative measures established by OIAA to view the board meetings and/or to address the President and Commissioners. Please see participation instructions below.

Link to view the September 13, 2021, Commission Meeting*: <https://us02web.zoom.us/j/86202030636>

To dial in, call either: US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799

WEBINAR ID: 862 0203 0636

*Zoom may require you to enter a response for name and email. To remain anonymous, you may use Attendee and attendee@flyontario.com to bypass this Zoom feature.

ANY MEMBERS OF THE PUBLIC WISHING TO PROVIDE PUBLIC COMMENT MAY DO SO AS FOLLOWS:

E-MAIL: You may submit public comments by e-mail to publiccomment@flyontario.com the day of the meeting no later than 12:00 p.m. Please identify the Agenda item you wish to address in your comments. All e-mail comments will be included in the meeting record.

LIVE VIA TELEPHONE: You may call (909) 414-1718 the day of the meeting between 2:20 p.m. to 2:30 p.m. to speak live during the public comment portion of the meeting. You will be asked to identify the Agenda item you wish to address and be placed on hold until the public comment portion of the meeting. Comments are limited to 3 minutes.

VOICEMAIL: You may record public comments at (909) 544-5307 the day of the meeting no later than 12:00 p.m. Please identify the Agenda item you wish to address in your comments. Recorded comments are limited to 3 minutes. All voicemail comments will be included in the meeting record.

MAIL: You may mail in public comments to the OIAA Clerk's Office at 1923 E. Avion St., Ontario, CA 91761. Comments by mail must be received the day of the meeting no later than 12:00 p.m. Postmarks are not accepted.

Any members of the public who require special assistance or a reasonable accommodation to participate telephonically in the meeting of the OIAA Commission may contact Natalie Gonzaga at 909-544-5307 or clerk@flyontario.com.

The Ontario International Airport Authority Board of Commissioners and staff thank you for your continued patience and corporation during these unprecedented times. If you have any questions related to participation in the Commission Meeting, please call (909) 544-5307.

ONTARIO INTERNATIONAL AIRPORT AUTHORITY

COMMISSION AGENDA – SPECIAL MEETING



SEPTEMBER 13, 2021 AT 2:30 P.M.

Ontario International Airport Authority Special Meeting

MEETING WILL BE HELD VIA LIVE STREAM AND TELECONFERENCE

ALAN D. WAPNER
President

RONALD O. LOVERIDGE
Vice President

JIM W. BOWMAN
Secretary

CURT HAGMAN
Commissioner

JULIA GOUW
Commissioner

MARK A. THORPE
Chief Executive Officer

LORI D. BALLANCE
General Counsel

JOHN M. SCHUBERT
Treasurer

WELCOME TO THE MEETING OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

Link to view the September 13, 2021, Commission Meeting*: <https://us02web.zoom.us/j/86202030636>

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MAIL: You may mail in public comments to the OIAA Clerk's Office at 1923 E. Avion St., Ontario, CA 91761. Comments by mail must be received the day of the meeting no later than 12:00 p.m. Postmarks are not accepted.

Any members of the public who require special assistance or a reasonable accommodation to participate telephonically in the meeting of the OIAA Commission may contact Natalie Gonzaga at 909-544-5307 or clerk@flyontario.com.

ORDER OF BUSINESS

The special Commission meeting begins at 2:30 p.m. with Public Comment and the Special Meeting, followed by Closed Session Public Comment and Closed Session.

(Sign language interpreters, communication access real-time transcription, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. Due to difficulties in securing Sign Language Interpreters, five or more business days' notice is strongly recommended.)

CALL TO ORDER (OPEN SESSION) - 2:30 P.M.

ROLL CALL

Loveridge, Bowman, Hagman, Gouw, President Wapner

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

The Public Comment portion of the special Commission meeting is limited to a maximum of 3 minutes for each Public Comment. Under provisions of the Brown Act, the Commission is prohibited from taking action on oral requests.

AGENDA REVIEW/ANNOUNCEMENTS

The Chief Executive Officer will go over all updated materials and correspondence received after the Agenda was distributed to ensure Commissioners have received them.

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda item contractors, subcontractors and agents 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.

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time Commission votes on them, unless a member of the Commission requests a specific item be removed from the Consent Calendar for a separate vote.

Each member of the public wishing to address the Commission on items listed on the Consent Calendar will be given a total of 3 minutes.

2. APPROVAL OF MINUTES

Minutes for the Ontario International Airport Authority regular meeting on August 26, 2021 and approving the same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

Bills August 1 through August 31, 2021 and Payroll August 1 through August 31, 2021.

4. APPROVAL OF MEETING STIPENDS

That the Ontario International Airport Authority (OIAA) Commission approve meeting stipends for President Wapner and Commissioner Hagman for the month of August 2021.

5. A RESOLUTION DESIGNATING THE AUTHORITY'S STANDING COMMITTEES QUARTERLY SCHEDULE FOR REGULAR COMMITTEE MEETINGS

That the Ontario International Airport Authority (OIAA) Commission adopt a resolution to establish a quarterly schedule for the regular standing committee meetings.

RESOLUTION NO. _____

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT
AUTHORITY COMMISSION DESIGNATING THE STANDING COMMITTEE
QUARTERLY DATE AND TIME FOR REGULAR COMMITTEE MEETINGS

6. APPROVAL OF THE FIRST CONTRACT AMENDMENT TO LAMBERT 20/20 COMMUNICATIONS INC., FOR STRATEGIC COMMUNICATIONS AND PUBLIC RELATIONS CONSULTING SERVICES

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or their designee, to amend the existing Lambert 20/20 Communications Inc., Contract No. SCONT-000215, by increasing the authority to \$128,000 for the second contract year; and authorize the CEO to exercise the remaining two, one-year extension options, at \$140,000 each, for an overall contract amount not to exceed \$508,000 over the four-year term of contract. The overall contract total also includes the first contract year at \$100,000. Funds for this contract are available in the FY 2021-22 OIAA operating budget. Funding for subsequent years will be requested as part of the annual budget process.

7. APPROVAL OF THE FIRST CONTRACT AMENDMENT TO PROSEGUR SERVICES GROUP, INC. FOR AN AUTHORITY INCREASE FOR ADDITIONAL SCOPE TO INCLUDE QUEUE MANAGEMENT SERVICES AT TERMINAL 2

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or their designee, to amend the existing Prosegur Services Group, Inc., Contract No. SCONT-000325, by increasing the annual authority by \$200,000, for an overall annual spending authority of up to \$850,000, to include an added scope to encompass queue line management services at Terminal 2 and provide supervisory support on a 24/7 basis beginning September 15, 2021, and authorize the CEO to exercise the remaining four (4), one-year extensions of up to \$850,000 per year, for an overall not-to-exceed spending authority of \$4,250,000 over the five year term of the contract, if all options are exercised. The increased services will impact the security services budget by up to \$200,000 for the Fiscal Year 2021-22. Funding for subsequent years will be requested through the annual budget process.

8. APPROVAL OF THE AMENDED AND RESTATED AGREEMENT WITH THE CITY OF ONTARIO TO PROVIDE MUNICIPAL SERVICES FOR THE ONTARIO INTERNATIONAL AIRPORT

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or their designee, to execute the amended and restated agreement between OIAA and the City of Ontario for municipal services for Ontario International Airport (ONT), specifically police services, fire protection services, and ancillary human resources and information technology (IT) services. Funds for the amended and restated agreement are available in the FY 2021-22 OIAA operating budget. Funding for subsequent years will be requested as part of the annual budget process.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

9. A RESOLUTION TO APPROVE AN UPDATE TO THE AIRPORT SYSTEM RATES AND CHARGES VALET PARKING RATE FOR FISCAL YEAR 2021-22 AT ONTARIO INTERNATIONAL AIRPORT

That the Ontario International Airport Authority (OIAA) Commission adopt a resolution to approve the updated Airport System Rates and Charges Valet Parking Rate for Fiscal Year 2021-22 for Valet Operations at Terminal 2 and Terminal 4 at Ontario International Airport (ONT).

RESOLUTION NO. _____

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT
AUTHORITY COMMISSION APPROVING THE UPDATED AIRPORT
SYSTEM RATES AND CHARGES FOR FISCAL YEAR 2021-22

MANAGEMENT REPORT

Chief Executive Officer Thorpe

COMMISSION MATTERS

President Wapner

Vice President Loveridge

Secretary Bowman

Commissioner Hagman

Commissioner Gouw

CLOSED SESSION PUBLIC COMMENT

The Closed Session Public Comment portion of the Commission meeting is limited to a maximum of 3 minutes for each speaker and comments will be limited to matters appearing on the Closed Session.

CLOSED SESSION

CLOSED SESSION

- GC § 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Chief Executive Officer
- GC § 54957.6, CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representative: General Counsel or Outside Counsel
Unrepresented employee: Chief Executive Officer

REPORT ON CLOSED SESSION

General Legal Counsel

ADJOURNMENT



DATE: SEPTEMBER 13, 2021

SECTION: MINUTE ACTION

SUBJECT: RELATIVE TO POSSIBLE CONFLICT OF INTEREST

RECOMMENDED ACTION(S): Agenda items and contractors/subcontractors may require member abstentions due to possible conflicts of interest.

BACKGROUND: In accordance with California Government Code 84308, members of the Ontario International Airport Authority may not participate in any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve (12) months and from an entity or individual if the member knows or has reason to know that the participant has a financial interest, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

Item No	Principals & Agents	Subcontractors
06	Lambert 20/20 Communications	<ul style="list-style-type: none">• None
07	Prosegur	<ul style="list-style-type: none">• None

STAFF MEMBER PRESENTING: Natalie Gonzaga, Board Clerk

Department: Clerk's Office Submitted to OIAA: September 13, 2021

ONTARIO INTERNATIONAL AIRPORT AUTHORITY
REGULAR COMMISSION MEETING
MINUTES
August 26, 2021
(Not official until approved)

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, August 26, 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 2:01 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: Deputy Chief Executive Officer Atif Elkadi, 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 Commissioner Hagman.

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 2:03 p.m. with all Commissioners in attendance.

- GC section 54956.8: REAL PROPERTY NEGOTIATIONS (portions of Airport); OIAA General Counsel's office as negotiator.
- GC § 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION; Title: Chief Executive Officer

- GC § 54957.6, CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representative: General Counsel or Outside Counsel; Unrepresented employee: Chief Executive Officer

The Ontario International Airport Authority Commission regular meeting was reconvened in public session at 3:14 p.m.

REPORT ON CLOSED SESSION

General Counsel Ballance 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 publiccomment@flyontario.com, live via telephone at (909) 414-1718, via telephone recording comments at (909) 544-5307, or by mail.

Angela Liu provided an email comment regarding late night airplane noise.

Ana Verdugo provided an email comment regarding noise.

Sophia Fuentes provided an email comment regarding all day and night jet noise.

Richard Sherman provided an email comment regarding constant late night jet noise.

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.

No conflicts were announced.

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. 2-15, including Resolution No. 2021-13, 2021-14, 2021-15, 2021-16, 2021-17, and 2021-18.

2. APPROVAL OF MINUTES

Approved minutes for the Ontario International Airport Authority regular meeting on July 22, 2021 and special meeting on August 13, 2021 and approving the same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

Approved Bills July 1 through July 31, 2021 and Payroll July 1 through July 31, 2021.

4. APPROVAL OF MEETING STIPENDS

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

2021-13 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. ADOPTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY 49 CFR PART 23 AIRPORT CONCESSIONS DISADVANTAGED BUSINESS ENTERPRISE GOAL FOR FISCAL YEARS 2021, 2022, 2023

The Ontario International Airport Authority (OIAA) Commission adopted a Resolution approving the Airport Concessions Disadvantaged Business Enterprise (ACDBE) percentage goals for fiscal years 2021 through 2023.

2021-14 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY TO AUTHORIZE AN AIRPORT CONCESSION DISADVANTAGED BUSINESS ENTERPRISE (ACDBE) PROGRAM IN ACCORDANCE WITH REGULATIONS OF THE U.S. DEPARTMENT OF TRANSPORTATION (DOT), 49 CFR PART 23

7. ADOPTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY 49 CFR PART 26 DISADVANTAGED BUSINESS ENTERPRISE GOAL FOR FISCAL YEARS 2020, 2021, 2022

The Ontario International Airport Authority (OIAA) Commission adopted a Resolution approving the Disadvantaged Business Enterprise (DBE) percentage goals for the fiscal years 2020 through 2022.

2021-15 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY TO AUTHORIZE A DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM IN ACCORDANCE WITH REGULATIONS OF THE U.S. DEPARTMENT OF TRANSPORTATION (DOT), 49 CFR PART 26

8. A RESOLUTION TO APPROVE THE STANDARD ADVERTISING TEMPLATE FORM AGREEMENT AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) Commission adopted a resolution to approve the standard form template for Advertising Agreements at Ontario International Airport (ONT), and authorize the Chief Executive Officer (CEO), or their designee, to negotiation and execute the standard advertising template, which is generally entered into between OIAA and any client that seeks to engage in advertising, sponsorship, and/or special events at ONT.

2021-16 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY TO APPROVE THE STANDARD FORM ADVERTISING AGREEMENT FOR ONTARIO INTERNATIONAL AIRPORT

9. A RESOLUTION TO APPROVE AN UPDATE TO THE AIRPORT SYSTEM RATES AND CHARGES AT ONTARIO INTERNATIONAL AIRPORT FOR FISCAL YEAR 2021-2022

The Ontario International Airport Authority (OIAA) Commission adopted a resolution to approve the new Federal Inspection Services (FIS) Use Fees at Ontario International Airport (ONT). Upon OIAA Commission approval, the new FIS Use Fees will increase from \$10.00 per deplaned passenger to \$11.00 per deplaned passenger. This cost is used to recover a portion of the operational costs at the Federal Inspection Services (FIS) facility, specifically costs incurred for United States Customs

and Border Patrol (USCBP) staffing under the User-Fee Agreement and security staffing for the building in the public area.

2021-17 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPROVING THE UPDATED AIRPORT SYSTEM RATES AND CHARGES FOR FISCAL YEAR 2021-22

10. APPROVAL OF A CONTRACT WITH RMS ENTERPRISES, LLC FOR A FOOD AND BEVERAGE OUTLET AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO), or their designee, to execute a contract with RMS Enterprises, LLC (RMS) to build a restaurant in Terminal 4, Space 2040 to provide food and beverage services at Ontario International Airport (ONT). Upon the Rent Commencement Date of this agreement, RMS shall pay the OIAA a seventeen percent (17%) Concession Fee of its monthly Gross Receipts. Annual rent of \$124.23 per square foot shall be paid monthly upon occupancy for any office or storage space rented in the Terminals, as may be required to support their operations. RMS projects first year sales at \$750,000 with 17% concession fees to OIAA of \$127,500.

11. APPROVAL OF THE FIRST AMENDMENT TO CONTRACT AGREEMENT SCONT-000324 BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND FRUITION GROWTH, LLC dba FRUITION FOR DIGITAL MEDIA SERVICES INCLUDING HOSTING, CONTENT MANAGEMENT SYSTEM UPGRADE (DRUPAL 9) AND WEBSITE REBUILD

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO), or their designee, to execute a professional services agreement increase with Fruition Growth, LLC for a one-year term in an amount not to exceed \$700,000 (increase of \$350,000), and authorize the CEO to exercise two, one-year extension options at \$500,000 (increase of \$150,000) annually, for an overall amount not to exceed \$1,700,000 over the three-year term of contract for the digital web services at Ontario International Airport (ONT). Funding for this contract is approved under the Fiscal Year 2021-2022 budget. Funding for subsequent years will be requested through the annual budget process.

12. A RESOLUTION TO ACCEPT GRANT OFFERS FROM THE FEDERAL AVIATION ADMINISTRATION AND TRANSPORTATION SECURITY ADMINISTRATION FOR THE ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) Commission adopted a resolution to authorize the Chief Executive Officer (CEO), or their designee, to execute necessary documentation to accept grant offers from the Federal Aviation Administration (FAA) and Transportation Security Administration (TSA) for eligible projects that the OIAA Commission has previously approved.

2021-18 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE NECESSARY DOCUMENTATION TO ACCEPT GRANT OFFERS FROM THE FEDERAL AVIATION ADMINISTRATION AND TRANSPORTATION SECURITY ADMINISTRATION

13. APPROVAL TO ACCEPT 'OTHER TRANSACTION' AGREEMENT FUNDS FROM THE TRANSPORTATION SECURITY ADMINISTRATION FOR THE RECAPITALIZATION PROJECT CONSTRUCTION AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO), or their designee, to execute all documents necessary to accept 'Other Transaction' Agreement (OTA) funds from the Transportation Security Administration (TSA) in an amount not to exceed \$5,071,176 for the TSA recapitalization construction project at Ontario International Airport (ONT). The OIAA, through the Aviation and Transportation Security Act, is eligible to receive 100 percent of the eligible amount of the recapitalization construction project which is estimated to be \$5,071,176 through TSA's OTA program. This amount will cover included costs for project construction, construction contingency, construction administration (CA) services, OIAA staff project and construction management (PM-CM) services.

14. APPROVAL TO ACCEPT GRANT AWARD FROM THE FEDERAL AVIATION ADMINISTRATION OF FUNDS FROM THE AIRPORT IMPROVEMENT PROGRAM FOR THE RUNWAY 8R-26L REHABILITATION AND CONNECTING TAXIWAYS PROGRAM

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO), or their designee, to execute all documents necessary to accept grant-in-aids in an amount not to exceed \$5,005,421 from the Federal Aviation Administration (FAA) provided through the Airport Improvement Program to cover 100 percent of the eligible portion of the Runway 26R Rehabilitation and Connecting Taxiways Program design at Ontario International Airport (ONT). The Ontario International Airport Authority, through the FAA Airport Improvement Program, is eligible to receive 100 percent of the eligible amount for design of Rehabilitate Runway 8R/26L Phase I, Construct Airport Lighting Vault Phase I, Reconstruct Taxiways K, L, P, Q, and S8 Phase I, estimated to cost \$5,005,421. The grant will pay \$5,005,421 which includes engineering, design, construction document and bid package preparation. The associated grant's revenue and expenditure adjustments will be presented in the next Quarterly Budget Report to the Commission.

15. INVESTMENT REPORT FOR THE QUARTER ENDING JUNE 30, 2021

The Ontario International Airport Authority (OIAA) Commission received and filed the Investment Report for the quarter ending June 30, 2021.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

16. FISCAL YEAR 2020-2021 FINANCIAL STATEMENTS FOR THE YEAR ENDING JUNE 30, 2021

The Ontario International Airport Authority (OIAA) Commission received and filed Financial Statements for the year ending June 30, 2021.

CFO Schubert provided a presentation on this item. Discussion ensued between Commissioners and Staff.

17. A RESOLUTION TO APPROVE THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY FISCAL YEAR 2022 CAPITAL BUDGET

The Ontario International Airport Authority (OIAA) Commission adopted a resolution to approve the FY 2022 Capital Budget.

2021-19 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPROVING THE CAPITAL BUDGET FOR FISCAL YEAR 2021-2022

CFO Schubert provided a presentation on this item. President Wapner supported the budgeted amount of \$3.3M for the establishment of an Emergency Operations Center with the exception of the funds not being appropriated until a permanent location is determined, and Commissioner Hagman agreed with the recommendation.

MOTION: Moved by President Wapner, seconded by Commissioner Hagman, and carried by a roll call vote of 5-0-0 to approve the FY 2022 Capital Budget, Resolution No. 2021-19, with the exception of not appropriating Emergency Operations Center budgeted amount of \$3.3M, until better options for the location are provided to the board.

MANAGEMENT REPORT

Deputy Chief Executive Officer Elkadi provided updates on passenger and cargo traffic for July 2021.

COMMISSIONER MATTERS

Vice President Loveridge had no comments.

Secretary Bowman had no comments.

Commissioner Hagman had no comments.

Commissioner Gouw had no comments.

Ontario International Airport Authority Commission
Regular Meeting Minutes
Thursday, August 26, 2021
Page 8 of 8
(Not official until approved)

President Wapner mentioned that board meetings will stay virtual, on Zoom, in September, and will hopefully resume as in-person meetings in October, 2021.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:35 p.m.

RESPECTFULLY SUBMITTED:

NATALIE GONZAGA, BOARD CLERK

APPROVED:

ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 13, 2021

SECTION: CONSENT CALENDAR

SUBJECT: ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPROVAL OF STIPENDS AS REQUIRED BY AUTHORITY BYLAWS

RELEVANT STRATEGIC OBJECTIVE: Develop Airport-Related Businesses.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority Commission approve additional stipends per Article IV, Section 6 of the Authority’s Bylaws.

FISCAL IMPACT AND SOURCE OF FUNDS: OIAA operating revenue.

BACKGROUND: Article IV, Section 6 of the Authority’s Bylaws states as follows:

“No salary: Reimbursement for Expenses; Stipends. The members of the Commission shall receive no salary but shall be reimbursed for necessary expenses (including mileage in accordance with standard IRS mileage reimbursement rates) incurred in the performance of their duties. Additionally, Commissioners will receive a stipend in the amount of one hundred fifty dollars (\$150.00) for attendance at each Commission meeting, standing committee meeting, ad hoc committee meeting, and any Authority-related business function. A maximum of six (6) stipends are permitted per month. An additional two (2) stipends are permitted with prior approval of the President. More than eight (8) stipends per month will require approval by the full Commission.”

During the month of August 2021, President Wapner attended fourteen (14) additional Authority-related business functions and Commissioner Hagman attended three (3) additional Authority-related business functions. Full Commission approval is needed to approve payment of these additional stipends.

STAFF MEMBER PRESENTING: Chief Executive Officer, Mark A. Thorpe

Department: Clerk’s Office

Submitted to OIAA: September 13, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval: *[Signature]* *Doc Mark Thorpe*

CEQA COMPLIANCE: Exclusion from the definition of “project”: The creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines §15378(b)(4).)

PRIOR COMMISSION ACTION: On December 8, 2016, the OIAA Commission adopted Resolution No. 2016-14 approving and adopting the OIAA Bylaws.

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

ATTACHMENTS: N/A

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel. |



DATE: SEPTEMBER 13, 2021

SECTION: CONSENT CALENDAR

SUBJECT: A RESOLUTION DESIGNATING THE STANDING COMMITTEE QUARTERLY SCHEDULE FOR REGULAR COMMITTEE MEETINGS

RELEVANT STRATEGIC OBJECTIVE: Development of Airport-Related Businesses.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission adopt a resolution to establish a quarterly schedule for the regular standing committee meetings.

FISCAL IMPACT SUMMARY: N/A.

BACKGROUND: On June 24, 2021, the OIAA Commission established seven (7) standing committees. In accordance with Section 3(0)(1) of the Joint Exercise of Powers Agreement establishing the OIAA, the Commission is required to set by Resolution the date, time, and location for its regular meetings. Staying consistent with the requirement of the JPA for regular board meetings, it is recommended the Commission set by Resolution the date, time, and location for the quarterly regular committee meetings.

Staff recommends regular committee meetings be scheduled on the third Wednesdays and third Thursday, quarterly in January, April, July, and October, located at 1923 E. Avion St., Room 100, Ontario, CA 91761, effective October 2021. The proposed schedule for each committee is as follows:

STAFF MEMBER PRESENTING: Chief Executive Officer, Mark A. Thorpe

Department: Administration

Submitted to OIAA: September 13, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval:  for Mark Thorpe

Committee	Regular Meeting Schedule	Time	Commence
Planning & Development Loveridge, Chair Gouw, Member	Third Wednesday Quarterly (January, April, July, October)	2:00 p.m.	10/20/2021
Air Service Development Gouw, Chair Wapner, Member	Third Wednesday Quarterly (January, April, July, October)	3:00 p.m.	10/20/2021
Finance & Audit Wapner, Chair Loveridge, Member	Third Wednesday Quarterly (January, April, July, October)	4:00 p.m. (or immediately following the Air Service Development Committee Meeting)	10/20/2021
Commercial Gouw, Chair Bowman, Member	Third Thursday Quarterly (January, April, July, October)	9:00 a.m.	10/21/2021
Public Safety Bowman, Chair Hagman, Member	Third Thursday Quarterly (January, April, July, October)	10:00 a.m.	10/21/2021
Emerging Technology Hagman, Chair Gouw, Member	Third Thursday Quarterly (January, April, July, October)	11:00 a.m. (or immediately following the Public Safety Committee Meeting)	10/21/2021
Legislative Wapner, Chair Hagman, Member	Third Thursday Quarterly (January, April, July, October)	2:00 p.m.	10/21/2021

Any necessity for a meeting outside of the quarterly schedule for regular committee meetings will be held as a special committee meeting.

PROCUREMENT: N/A.

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A.

STAFFING IMPACT (# OF POSITIONS): N/A.

IMPACT ON OPERATIONS: N/A.

SCHEDULE: Upon approval, the quarterly regular committee meetings will commence on Wednesday, October 20 and Thursday, October 21, 2021.

ATTACHMENTS: A Resolution Designating the Quarterly Regular Standing Committees Meetings Date and Time

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel.

RESOLUTION NO. _____

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT
AUTHORITY COMMISSION DESIGNATING THE STANDING
COMMITTEE QUARTERLY DATE AND TIME FOR REGULAR
COMMITTEE MEETINGS

WHEREAS, the Ontario International Airport Authority (the "Authority") was formed through the Joint Exercise of Powers Agreement between the City of Ontario (the "City") and the County of San Bernardino (the "County");

WHEREAS, the Joint Exercise of Powers Agreement requires the establishment of the date, time, and location of the Authority's regular meetings;

WHEREAS, the Authority Commission established seven (7) standing committees at its regular meeting held on June 24, 2021;

WHEREAS, the Authority Commission desires to establish the date and time of the Authority's regular committee meetings.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the Ontario International Airport Authority as follows:

SECTION 1. The Commission, in accordance with the Joint Exercise of Powers Agreement, hereby fixes the committee schedule for the Planning and Development Committee to be the third Wednesday quarterly in January, April, July, and October at 2:00 p.m.

SECTION 2. Further, the Commission, in accordance with the Joint Exercise of Powers Agreement, hereby fixes the committee schedule for the Air Service Development Committee to be the third Wednesday quarterly in January, April, July, and October at 3:00 p.m.

SECTION 3. Further, the Commission, in accordance with the Joint Exercise of Powers Agreement, hereby fixes the committee schedule for the Finance and Audit Committee to be the third Wednesday quarterly in January, April, July, and October at 4:00 p.m., or immediately following the Air Service Development Committee Meeting.

SECTION 4. Further, the Commission, in accordance with the Joint Exercise of Powers Agreement, hereby fixes the committee schedule for the Commercial Committee to be the third Thursday quarterly in January, April, July, and October at 9:00 a.m.

SECTION 5. Further, the Commission, in accordance with the Joint Exercise of Powers Agreement, hereby fixes the committee schedule for the Public Safety Committee to be the third Thursday quarterly in January, April, July, and October at 10:00 a.m.

SECTION 6. Further, the Commission, in accordance with the Joint Exercise of Powers Agreement, hereby fixes the committee schedule for the Emerging Technology Committee to be the third Thursday quarterly in January, April, July, and October at 11:00 a.m., or immediately following the Public Safety Committee Meeting.

SECTION 7. Further, the Commission, in accordance with the Joint Exercise of Powers Agreement, hereby fixes the committee schedule for the Legislative Committee to be the third Thursday quarterly in January, April, July, and October at 2:00 p.m.

SECTION 8. Further, the Commission hereby determines that its regular committee meetings shall be conducted at the Ontario International Airport Administrative Offices, located at 1923 E. Avion St., Room 100, Ontario, California, 91761.

SECTION 9. Effective Date. This Resolution will take effect immediately upon its adoption.

SECTION 10. Certification. The Secretary/Assistant Secretary shall certify as to the adoption of this Resolution and forward copies of this Resolution to the Ontario City Clerk and the Clerk of the Board, County of San Bernardino.

PASSED, APPROVED, AND ADOPTED at a special meeting this 13th day of September 2021.

ALAN D. WAPNER, OIAA PRESIDENT

ATTEST:

SECRETARY/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

LORI D. BALLANCE
GENERAL COUNSEL

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF ONTARIO)

I, Natalie Gonzaga, Assistant Secretary of the Ontario International Airport Authority, DO
HEREBY CERTIFY that foregoing Resolution No. ____ was duly passed and adopted by the
Commission of the Ontario International Airport Authority at their special meeting held on
September 13, 2021 by the following roll call vote, to wit:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

SECRETARY/ASSISTANT SECRETARY

(SEAL)

The foregoing is the original of Resolution No. ____ duly passed and adopted by the Commission
of the Ontario International Airport Authority at their special meeting held September 13, 2021.

SECRETARY/ASSISTANT SECRETARY

(SEAL)



DATE: SEPTEMBER 13, 2021

SECTION: CONSENT CALENDAR

SUBJECT: APPROVAL OF THE FIRST CONTRACT AMENDMENT TO LAMBERT 20/20 COMMUNICATIONS INC., FOR STRATEGIC COMMUNICATIONS AND PUBLIC RELATIONS CONSULTING SERVICES

RELEVANT STRATEGIC OBJECTIVE: Provide Customer Friendly Facilities and Services.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or their designee, to amend the existing Lambert 20/20 Communications Inc., Contract No. SCONT-000215, by increasing the authority to \$128,000 for the second contract year; and authorize the CEO to exercise the remaining two, one-year extension options, at \$140,000 each, for an overall contract amount not to exceed \$508,000 over the four-year term of contract. The overall contract total also includes the first contract year at \$100,000.

FISCAL IMPACT SUMMARY: Funds for this contract are available in the FY 2021-22 OIAA operating budget. Funding for subsequent years will be requested as part of the annual budget process.

BACKGROUND: The OIAA requires strategic counsel to assist in the facilitation, preparation, and coordination of news release distributions, editorial board meetings, news conferences, media interviews, and messaging with airport/press event partners; media preparation, training, and ongoing communications consultation for OIAA Commissioners and the executive team; strategic counsel regarding social media and crisis management; and, other communications and public relations services as directed by the OIAA CEO, or his designee.

On October 15, 2019, the OIAA entered into a Professional Services Agreement with Lambert 20/20 Communications Inc. to provide the required strategic communications and public relations support

STAFF MEMBER PRESENTING: Chief Executive Officer, Mark A. Thorpe

Department: Executive Office

Submitted to OIAA: September 13, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval:  For Mark Thorpe

services to achieve positive communicate results for ONT under the CEO's signing authority. Increasing the authority amount is necessary to continue ongoing professional consulting services in preparation of talking points and materials related to various media releases and marketing collaboration.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): The proposed action will not create any permanent OIAA positions.

IMPACT ON OPERATIONS: This action will not impact ONT operations.

SCHEDULE: N/A

ATTACHMENTS: Attachment A: First Contract Amendment

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel. |



DATE: **SEPTEMBER 13, 2021**

SECTION: **CONSENT CALENDAR**

SUBJECT: **APPROVAL OF THE FIRST CONTRACT AMENDMENT TO PROSEUR SERVICES GROUP, INC. FOR AN AUTHORITY INCREASE FOR ADDITIONAL SCOPE TO INCLUDE QUEUE MANAGEMENT SERVICES AT TERMINAL 2**

RELEVANT STRATEGIC OBJECTIVE: Provide Customer Friendly Facilities and Services.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or their designee, to amend the existing Proseur Services Group, Inc., Contract No. SCONT-000325, by increasing the annual authority by \$200,000, for an overall annual spending authority of up to \$850,000, to include an added scope to encompass queue line management services at Terminal 2 and provide supervisory support on a 24/7 basis beginning September 15, 2021, and authorize the CEO to exercise the remaining four (4), one-year extensions of up to \$850,000 per year, for an overall not-to-exceed spending authority of \$4,250,000 over the five year term of the contract, if all options are exercised.

FISCAL IMPACT SUMMARY: The increased services will impact the security services budget by up to \$200,000 for the Fiscal Year 2021-22. Funding for subsequent years will be requested through the annual budget process.

BACKGROUND: In January 2021, the OIAA approved the security contract with Proseur Services Group, Inc. for security related functions on and around the airport, with a spending authority of up to \$650,000 annually. The request to increase the spending authority to \$850,000 annually will provide for staffing at the security checkpoint queue management area in Terminal 2. Queue management is required at the base of the escalators to ensure that travelers have airline tickets before proceeding up the escalators to the small queue area immediately in front of the TSA checkpoint. They also meter / hold

STAFF MEMBER PRESENTING: Chief Planning Officer, Michelle Brantley

Department: Planning

Submitted to OIAA: September 13, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive
Officer Approval:  for Mark Thorpe

ITEM NO. 07

passengers at the bottom of the escalator when the queue at the top is full. These services were stopped at the lowest activity levels early in the pandemic. While the airlines in Terminal 4 have resumed this service there, airlines in Terminal 2 have not, and the airport has provided contract staffing on an ad-hoc basis to manage the queues.

Amending the contract for additional spending authority and scope with Prosegur will allow the airport to provide the queue management service consistently for up to thirteen (13) hours per day to start and add more hours if needed. Also, in support of oversight of existing security staffing, and collateral security responsibilities associated with increased airport and stakeholder demand, including concessions deliveries and escort activities, this proposed increase ensures continuity of mobile security services support, in a supervisory capacity, on a 24/7 basis.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: Prosegur USA can mobilize quickly and proposed a start date of 9/15/21.

ATTACHMENTS: Attachment A: Prosegur First Amendment

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel. |



DATE: SEPTEMBER 13, 2021

SECTION: CONSENT CALENDAR

SUBJECT: APPROVAL OF THE AMENDED AND RESTATED AGREEMENT WITH THE CITY OF ONTARIO TO PROVIDE MUNICIPAL SERVICES FOR THE ONTARIO INTERNATIONAL AIRPORT

RELEVANT STRATEGIC OBJECTIVE: Provide Customer Friendly Facilities and Services.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or their designee, to execute the amended and restated agreement between OIAA and the City of Ontario for municipal services for Ontario International Airport (ONT), specifically police services, fire protection services, and ancillary human resources and information technology (IT) services.

FISCAL IMPACT SUMMARY: Funds for the amended and restated agreement are available in the FY 2021-22 OIAA operating budget. Funding for subsequent years will be requested as part of the annual budget process.

BACKGROUND: On May 2, 2017, the City of Ontario and OIAA entered into cooperative agreements to provide police services, and fire protection services for ONT. Ancillary to the Police Services Agreement, and Fire Protection Services Agreement, the City of Ontario has provided various administrative-related services to the OIAA through the City’s Finance, Human Resources, and Information Technology agencies.

The proposed amended and restated agreement with the City of Ontario will consolidate the terms and conditions of the above referenced agreements into one comprehensive “Municipal Services” document for the purposes of efficiency and streamlining of the administration of the agreements. The purpose of the agreement is for the City of Ontario to provide the OIAA with Municipal Services,

STAFF MEMBER PRESENTING: Chief Executive Officer, Mark A. Thorpe

Department: Executive Office

Submitted to OIAA: September 13, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval: 

and for the OIAA to compensate the City of Ontario for such Municipal Services in a manner consistent with the OIAA's obligations as a federally certificated airport subject to the requirements of 14 C.F.R. Part 139 and the grant assurances provided by the OIAA to the FAA.

The Exhibits of the agreement (Attachment A) provide an outline for the scope of services, level of service, and costs of services for police, fire, ancillary services.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A. The Municipal Services Agreement with the City of Ontario will provide the required level of service for police, fire, and ancillary services.

SCHEDULE: N/A

ATTACHMENTS: Attachment A: Amended and Restated Agreement between OIAA and the City of Ontario

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel. |



DATE: SEPTEMBER 13, 2021

SECTION: ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

SUBJECT: A RESOLUTION TO APPROVE AN UPDATE TO THE AIRPORT SYSTEM RATES AND CHARGES VALET PARKING RATE FOR FISCAL YEAR 2021-22 AT ONTARIO INTERNATIONAL AIRPORT

RELEVANT STRATEGIC OBJECTIVE: Develop Airport Related Businesses.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission adopt a resolution to approve the updated Airport System Rates and Charges Valet Parking Rate for Fiscal Year 2021-22 for Valet Operations at Terminal 2 and Terminal 4 at Ontario International Airport (ONT).

FISCAL IMPACT SUMMARY: Upon Commission approval, the new Valet Parking Rate increase from \$28.00 to \$35.00 daily will allow for a more fiscally responsible valet operation upon reopening. Considering operational costs and reduction in offsite parking will put a higher demand on parking stalls at the airport, the new Valet Parking Rate will provide the proper balance between cost, risk, and new revenue to the airport.

BACKGROUND: Due to Covid-19, the ONT valet operations have been suspended. As traffic continues to increase, ONT will explore the option to reopen valet operations. The first step in reopening valet services is to establish an updated valet parking rate. The current valet parking rate is set at \$28.00 daily with a variance of \$1.00 between the highest parking rate (premium) at \$27.00 daily, and the valet parking rate. The average variance from a sample list of airports is \$9.06. Valet operations also incur significant overhead costs such as labor, materials, and insurance. A rate increase is warranted to ensure that the additional service that valet parking provides is not detrimental to the revenue streams

STAFF MEMBER PRESENTING: Chief Commercial Officer, Dan Cappell

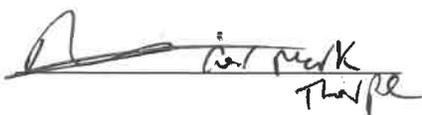
Department: Commercial

Submitted to OIAA: September 13, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval: 

ITEM NO. 09

generated by valet parking. Once the updated valet parking rate is established, ONT can determine the best time to reopen valet operations to the public that will be safe, secure, reliable, and cost effective.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: Once the valet parking rate is established, a reopening process can be determined and scheduled.

ATTACHMENTS: Attachment A: Resolution to update the FY 2021-22 Airport System Rates and Charges

Attachment B: Sample airport list with parking data charts and rate variance

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel. |

RESOLUTION NO. 2021-____

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT
AUTHORITY COMMISSION APPROVING THE UPDATED
AIRPORT SYSTEM RATES AND CHARGES FOR FISCAL YEAR
2021-22

WHEREAS, the Ontario International Airport Authority (“the Authority” or “OIAA”) was established under a Joint Exercise of Powers Agreement between the City of Ontario and the County of San Bernardino (the “Joint Powers Agreement”) pursuant to the purpose of operating, maintaining, developing, and marketing the Ontario International Airport (the “Airport”); and

WHEREAS, the Authority Commission previously adopted Resolution No. 2021-10, approving the Annual Budget and Airport System Rates and Charges for FY 2021-22, effective July 1, 2021, at a public meeting held on June 15th, 2021; and

WHEREAS, the Authority Commission previously adopted Resolution No. 2021-17, approving an update to the Annual Budget and Airport System Rates and Charges for FY 2021-22, effective September 1, 2021, at a public meeting held on August 26th, 2021; and

WHEREAS, the Authority reviewed the current Valet Parking Rate and conducted an updated valet rate analysis; and

WHEREAS, based on the updated analysis, the Authority staff recommends approval of an increase to the Valet Parking Rate for the remaining of Fiscal Year 2021-22 in accordance with the provisions of the Joint Powers Agreement; and

WHEREAS, the Authority Commission has reviewed the proposed updated Airport System Rates and Charges Valet Parking Rates for Fiscal Year 2021-22 and has held a special public meeting relative to its adoption.

NOW, THEREFORE, be it resolved as follows:

SECTION 1. The Authority hereby approves the updated Airport System Rates and Charges, effective October 1st, 2021 (Exhibit B).

SECTION 2. This Resolution shall take effect immediately upon its adoption.

SECTION 3. The Board Clerk of the Ontario International Airport Authority shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED at a Special Meeting this 13th day of September 2021.

ALAN D. WAPNER, OIAA PRESIDENT

ATTEST:

SECRETARY/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

LORI D. BALLANCE
GENERAL COUNSEL

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF ONTARIO)

I, Natalie Gonzaga, Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY that foregoing Resolution No. 2021-_____ was duly passed and adopted by the Commission of the Ontario International Airport Authority at their special meeting held on August 26, 2021 by the following roll call vote, to wit:

AYES: COMMISSIONERS:
NOES: COMMISSIONERS:
ABSENT: COMMISSIONERS:

SECRETARY/ASSISTANT SECRETARY

(SEAL)

The foregoing is the original of Resolution No. 2021-_____ duly passed and adopted by the Commission of the Ontario International Airport Authority at their special meeting held August 26, 2021

SECRETARY/ASSISTANT SECRETARY

(SEAL)

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
AIRPORT SYSTEM RATES AND CHARGES FY2021-2022
EXHIBIT B**



Type	Unit	Signatory	Non-Signatory
Landing Fees:			
Aircraft over 25,000 pounds	Per 1,000 lbs. MGLW	\$ 1.71	\$ 2.14
Aircraft over 12,500 pounds up to 25,000 pounds	Per Landing	\$ 59.00	\$ 74.00
Aircraft less than 12,500 pounds	Per Landing	\$ 31.00	\$ 38.00
Terminal Rental Rates:			
Terminal Space (Annual)	PSFPY	\$ 99.38	\$ 124.23
Terminal Use Fees (Gate Use Charges):			
Non-Preferential Gate Use Fee	Per Operation	\$ 280.00	\$ 280.00
Jet Bridge Utility Fee on Non-Preferential Gate	Per Operation	\$ 189.00	\$ 189.00
Joint Use Fees:			
Joint Use Fee	Per Deplaned Passenger	Based on Joint Use Formula	
FIS Use Fees:			
FIS Use Fee	Per Deplaned Passenger	\$ 11.00	\$ 11.00
Ramp and Apron Charges			
Each 15-minute period or fraction thereof after airline has been given notice by the airport that the aircraft leave the area	Per 15 Minute Period	\$ 100.00	\$ 100.00
Each 10-minute period or fraction thereof when aircraft is double-parked or in a position other than a regular gate position and the airline has been given notice to leave the area	Per 10 Minute Period	\$ 100.00	\$ 100.00
Each 15-minute period or fraction thereof in excess of 30 minutes for the cleanup of fuel spills	Per 15 Minute Period	\$ 100.00	\$ 100.00
Aircraft Parking Charges*			
Parking Rate Per Airplane (Diversion) - For each 24-hr period after the first three hours the plane is on the ground. Any fraction thereof shall be a full 24-hr period.	Per 1,000 lbs. MGLW	\$ 0.40	\$ 0.40
Parking Rate Per Airplane (Non-Diversion) - For each 24-hr period the plane is on the ground. Any fraction thereof shall be a full 24-hr period.	Per 1,000 lbs. MGLW	\$ 0.40	\$ 0.40
Ground Support Equipment Fee			
For every wide-body passenger aircraft operation diverted to ONT. This will go to a special fund to recover the cost of the AVIRAMPs.	Per Use Per Equipment	\$ 450.00	\$ 450.00
Passenger Facility Charge - (PFC)			
Passenger Facility Charge - (before \$0.11 administrative fee)	Per Enplaned Passenger	\$ 4.50	\$ 4.50

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
AIRPORT SYSTEM RATES AND CHARGES FY2021-2022
EXHIBIT B**

Type	Unit	Rates / Fees / Charges
Clerk's Office Fees		
Subpoena for Appearance	Per Day	\$ 280.00
Subpoena for Records	Per Subpoena	\$ 15.00
Public Records Request	Per Page	\$ 0.15
Public Records Request	Per USB Drive	\$ 10.00
Badging Fees		
New Badging/Fingerprinting	Each	\$ 70.00
Badge Renewal	Each	\$ 70.00
Lost Badge Replacement	Each	\$ 70.00
Second Lost Badge Replacement	Each	\$ 100.00
Parking Rates		
<i>Lot 2</i>		
Premium Parking Daily / Immediately in front	Per Day	\$ 27.00
General Parking	Per Day	\$ 21.00
<i>Lot 3</i>		
Value Parking	Per Day	\$ 16.00
<i>Lot 4</i>		
Premium Parking Daily / Immediately in front	Per Day	\$ 27.00
General Parking	Per Day	\$ 21.00
<i>Lot 5</i>		
Economy Parking	Per Day	\$ 13.00
<i>Valet</i>		
Valet Parking	Per Day	\$ 35.00
Ground Transportation Permits/Agreements		
TNCs	Per Drop-Off / Pickup	\$ 4.00
Charter Limousines/Sedan	Per Drop-Off / Pickup	\$ 3.00
Charter Buses	Per Drop-Off / Pickup	\$ 3.00
Charter Vans	Per Drop-Off / Pickup	\$ 3.00
Hotel/Motel Courtesy Van Annual Permit	Per Company	\$ 8,449.00
Off-Airport Parking Shuttles	Gross Revenues	12.0%
Taxi Cabs	Per Pick-Up	\$ 3.00
Annual Permits and Licenses		
Motor Vehicle Operating Permit	Annually Per Vehicle	\$ 100.00
Non-Exclusive License Agreement	Annually Per Company	\$ 500.00
Fuel Delivery Permit	Annually Per Company	\$ 1,000.00

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
AIRPORT SYSTEM RATES AND CHARGES FY2021-2022
EXHIBIT B**

Type	Unit	Rates / Fees / Charges
Film-Related Fees		
<i>General Fees</i>		
Holding Fee (Amount goes towards deposit)	Up to 7 Days	\$ 250.00
Cancellation Fee (If cancelled 72 hrs prior to start)	Per Cancellation	\$ 500.00
Tech/Director Scouting Fee (after the first hour)	Per Hour	\$ 100.00
<i>OIAA Facilities and Vehicles</i>		
Facility Use	Per Hour	\$ 375.00
Facility Prep/Strike	Per Hour	\$ 312.00
<i>Production Vehicles</i>		
≥5 Ton Trucks/Trailers	Per Day	\$ 32.00
<5 Ton Trucks/Trailers	Per Day	\$ 19.00
Cast/Crew Personal Auto	Per Day	\$ 24.00
<i>B727 Use</i>		
View	Per Day	\$ 1,000.00
Exterior up to plane	Per Day	\$ 1,750.00
Interior/Exterior on plane	Per Day	\$ 3,900.00
<i>Airport Personnel</i>		
Film Desk Support Staff	Per Hour	\$ 100.00
Security Officer	Per Hour	\$ 50.00
Airport Police Sergeant	Per Hour	\$ 176.00
Law Enforcement Officer (LEO)	Per Hour	\$ 145.00
Electrician	Per Hour	\$ 70.00
Air Conditioning Mechanic	Per Hour	\$ 66.00
Instrument Mechanic	Per Hour	\$ 80.00
Communications Electrician	Per Hour	\$ 83.00
Operations Specialist	Per Hour	\$ 82.00
General Ground and Facility Rental Rates - Minimum**		
Unpaved Areas	PSFPY	\$ 1.65
Paved for Autos/Vehicles	PSFPY	\$ 2.15
Paved for Aircraft	PSFPY	\$ 2.70
General Building/Hangar Rate	PSFPY	\$ 3.55
Seasonal Use	PSFPY	\$ 2.45
Fuel Delivery Fees		
Aviation Gasoline	Per Gallon	\$ 0.05
Turbine Fuel	Per Gallon	\$ 0.05
Lubricants	Per Gallon	\$ 0.15

Additional Clarifications:

- (a) "FIS" – Federal Inspection Services facility, also known as the International Arrivals Terminal where Customs and Border Protection inspect arriving passengers from a foreign country.
- (b) "Joint Use Fee" – The fee charged to an air carrier for Joint Use Space, based on the Joint Use Formula as defined in the Operating Use and Terminal Lease Agreement.
- (c) "Joint Use Formula" – The formula used to prorate eighty percent (80%) of the specified charge for Joint Use Space according to the ratio of the number of each airline's (both Signatory Airlines and Non-Signatory Airlines) deplaning passengers at the Airport during the most recent completed quarter for which such information is available to the total number of deplaning passengers of all airline users of the service or space during that same quarter. The remaining twenty percent (20%) is to be prorated equally among all airline users (both Signatory Airlines and Non-Signatory Airlines) of the space.
- (d) "MGLW" – Maximum Gross Landing Weight; the FAA Certificated Maximum Gross Landing Weight or actual gross landing weight of an Aircraft if no such specification exists. In computing fees prescribed herein, except for Aircraft weighing less than 25,000 pounds, 500 pounds or any larger part of 1,000 pounds shall be counted as if a whole 1,000 pounds, and any smaller part shall be disregarded.
- (e) "Non-Preferential Gate" – A gate that is not preferentially leased by a Signatory Air Carrier.
- (f) "Non-Signatory Air Carrier" – A cargo or passenger carrier that has not entered into the Operating Use and Terminal Lease Agreement with the OIAA.
- (g) "Operation" – Shall be the equivalent of one aircraft turn (one arrival and one departure).
- (h) "Preferential Gate" – A gate that is preferentially leased by a Signatory Air Carrier.
- (i) "PSFPY" – Per Square Foot Per Year.
- (j) "Signatory Air Carrier" – A cargo or passenger carrier that has entered into the Terminal Operating Use and Terminal Lease Agreement with the OIAA.
- (k) "Terminal" – Includes Terminal 1, Terminal 2, and Terminal 4, and the Federal Inspection Services Facility (International Arrivals Terminal).
- (l) **"Aircraft Parking Charges" – Includes all airport-controlled/non-preferential aircraft parking positions at Airport. If a Jet Bridge is used on gates 411-414, then the additional appropriate charges shall incur. If a Preferential Gate is utilized, then additional fees may be levied.
- (m) ***"Ground and Facility Rental Rates" – These are subject to CPI or Fair Market Value adjustments based on the language written in each Facility Use Agreement or Lease.



DATE: **SEPTEMBER 13, 2021**

CLOSED SESSION REPORT
OIAA// (GC 54957 and 54957.6)
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ROLL CALL: Gouw __, Bowman __, Hagman __, Loveridge __, President Wapner __.

STAFF: CEO __, General Counsel __

- GC § 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Chief Executive Officer
- GC § 54957.6, CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representative: General Counsel or Outside Counsel
Unrepresented employee: Chief Executive Officer

No Reportable Action	Continue	Approved
/ /	/ /	/ /

Disposition: _____

Reported by:

General Legal Counsel