

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
REGULAR COMMISSION MEETING  
MINUTES  
FEBRUARY 24, 2022**

A regular meeting of the Ontario International Airport Authority was held on Thursday, February 24, 2022, at 1923 E. Avion Street, Room 100, Ontario, California.

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 2:00 p.m.

**ROLL CALL**

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

ABSENT: Commissioners: None

Also present were Deputy Chief Executive Officer Atif Elkadi, Assistant General Counsel Kevin Sullivan, and Board Clerk Natalie Gonzaga.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by President Wapner.

**MOMENT OF SILENCE**

A moment of silence was held in remembrance of fallen Huntington Beach Police Officer Nicholas Vella.

**CLOSED SESSION PUBLIC COMMENT**

There were no closed session public comments.

**CLOSED SESSION**

President Wapner recessed the regular meeting of the Ontario International Airport Authority to Closed Session at 2:02 p.m. Assistant General Counsel Sullivan announced the closed session items.

- GC § 54956.9(d)(1): CONFERENCE WITH LEGAL COUNSEL— Existing Litigation

- GC § 54956.9(d)(2) and (e)(3): CONFERENCE WITH LEGAL COUNSEL— Government Claims (3 matters)
- GC § 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Deputy Chief Executive Officer

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 [publiccomment@flyontario.com](mailto:publiccomment@flyontario.com) or in-person during the meeting. All email public comments are provided to the Commissioners prior to the Commission meeting and saved to the meeting record.

*Richard Sherman* provided an email comment regarding the 2022 budget report.

### **AGENDA REVIEW/ANNOUNCEMENT**

No announcements were made.

#### **1. CONFLICT OF INTEREST**

No conflicts were announced.

### **CONSENT CALENDAR**

**MOTION:** Moved by Secretary Bowman, seconded by Commissioner Gouw, and carried by a vote of 5-0-0, to approve consent calendar Items #2-11, including Resolution 2022-03.

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

Approved Minutes for the Ontario International Airport Authority regular meeting on January 27, 2022 and approving the same as on file with the Secretary/Assistant Secretary.

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

Approved Bills January 1 through January 31, 2022 and Payroll January 1 through January 31, 2022.

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

The Ontario International Airport Authority Commission approved meeting stipends for President Wapner for the month of January, 2022.

#### **5. ADOPTION OF A RESOLUTION MAKING FINDINGS AND DETERMINATIONS UNDER ASSEMBLY BILL NO. 361 TO CONTINUE AUTHORIZATION OF VIRTUAL MEETINGS OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY FOR A PERIOD OF 30 DAYS**

The Ontario International Airport Authority (OIAA) Commission adopted a Resolution making findings and determinations under Assembly Bill 361 (AB 361) to authorize staff to continue to conduct virtual-only Commission and Committee meetings, in response to COVID-19.

**RESOLUTION NO. 2022-03** A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AUTHORIZING REMOTE TELECONFERENCE MEETINGS BY THE COMMISSION AND ALL COMMITTEES IN ACCORDANCE WITH ASSEMBLY BILL 361 FOR A PERIOD OF THIRTY DAYS

#### **6. INVESTMENT REPORT FOR THE SIX MONTHS ENDED DECEMBER 31, 2021**

The Ontario International Airport Authority (OIAA) Commission received and filed the Investment Report for the six months ended December 31, 2021.

#### **7. APPROVAL OF A NON-EXCLUSIVE LICENSE AGREEMENT WITH THE SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY FOR THE CONSTRUCTION OF IMPROVEMENTS AT THE CURRENT BUS SHELTERS LOCATED AT TERMINAL 2 AND TERMINAL 4 AT ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer (CEO), or his designee, to execute a non-exclusive license agreement (NELA) with San Bernardino County Transportation Authority (SBCTA), for the construction of improvements at the current bus shelters located at Terminal 2 and Terminal 4 at Ontario International Airport (ONT), specifically related to the added West Valley Connector (WVC) project which will service ONT.

#### **8. APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ONTARIO AND THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO), or his designee, to negotiate a Memorandum of Understanding (MOU) between the City of Ontario and the Ontario International Airport Authority (OIAA).

**9. APPROVAL OF A CONTRACT WITH FULL SWING GOLF, INC., LICENSE AGREEMENT AND ACQUISITION OF TWO GOLF SIMULATORS**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO), or his designee, to negotiate a contract and license agreement with Full Swing Golf, Inc. for acquisition and license of two TopGolf Pro Series P308-A Simulators, for an amount not to exceed \$135,000.

**10. APPROVAL OF AN AGREEMENT WITH PREFERRED MODULAR STRUCTURES, INC. TO BUILD, SHIP AND INSTALL AN ADA COMPLIANT MODULAR SHOWER TRAILER IN THE ADMINISTRATION BUILDING HANGAR FOR EMPLOYEE USE**

The Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or his designee, to execute a contract with Preferred Modular Structures, Inc. (PMSI), in an amount not to exceed \$228,462, to build, ship and install a modular shower trailer in the Administration Offices building hangar, for employee use.

**11. FISCAL YEAR 2021-2022 QUARTERLY FINANCIAL STATEMENTS FOR SIX MONTHS ENDED DECEMBER 31, 2021**

The Ontario International Airport Authority (OIAA) Commission received and filed Financial Statements for the six months ended December 31, 2021.

**ADMINISTRATIVE DISCUSSION/ACTION/REPORT**

**12. APPROVAL OF A TEN-YEAR EXTENSION TO THE EXISTING CONCESSION AGREEMENT WITH HUDSON GROUP, FOR NEW HUDSON EVOLVE STORES REPLACING AUTHORS BOOK STORE IN TERMINAL 2 AND ENLARGING CALI MARKET IN TERMINAL 4 AT ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer (CEO), or his designee, to execute a ten-year extension to the concession agreement with one five-year option to extend the term at the discretion of the CEO with Board approval, with HG ONT Retailers JV (Hudson Group) to manage and operate a multi brand concession in Terminal 2 and Terminal 4 at Ontario International Airport (ONT). The concessionaire is responsible for all capital investment and will pay the OIAA concession fees ranging from 15% to 19% of gross sales based on financial tiers identified within the agreement and minimum annual guarantee of 80% of the previous year's Percentage Rent. Hudson will invest \$2.49m in the initial phase for the construction of the two new outlets with a mid-term refurbishment investment of \$68.14 per square foot, when completed by July 31, 2030.

Deputy CEO Elkadi provided a presentation on this item.

**MOTION:** Moved by Vice President Loveridge, seconded by Secretary Bowman, and carried by a vote of 5-0-0, to approve the amendment to the Hudson Group concession agreement.

### **13. APPROVAL OF FISCAL YEAR 2021-2022 PROPOSED OPERATING BUDGET AMENDMENTS AND THE UPDATED AIRPORT SYSTEM RATES AND CHARGES**

The Ontario International Airport Authority (OIAA) Commission approved the amended Operating Budget for Fiscal Year 2021-2022, including adoption of a resolution to approve the airport system rates and charges to update the landing fee and terminal rental rates. The proposed budget changes will result in a net reduction to the operating budget of \$1.2M (53.2%). Landing fee rates will decrease by 8.3% from \$1.71 per thousand pounds of MGW to \$1.60. Terminal rental rates will decrease by 19.5% from \$99.38 per annual square foot to \$80.00.

**RESOLUTION NO. 2022-04** A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPROVING THE UPDATED AIRPORT SYSTEM RATES AND CHARGES FOR FISCAL YEAR 2021-2022

Deputy CEO Elkadi announced for the record a minor clerical adjustment to Attachment A, proposed operating amendments, and provided a presentation on this item. Commissioners asked questions about the budget and landing fees, discussion ensued. President Wapner confirmed this item was approved by the Finance & Audit Committee.

**MOTION:** Moved by Commissioner Hagman, seconded by Commissioner Gouw, and carried by a vote of 5-0-0, to approve the FY 2021-2022 operating budget amendments, including adoption of Resolution No. 2022-04 updating the Airport System Rates and Charges.

### **14. APPROVAL OF FISCAL YEAR 2021-2022 PROPOSED CAPITAL BUDGET AMENDMENTS**

The Ontario International Airport Authority (OIAA) Commission approved the amended Capital Budget for Fiscal Year 2021-2022. The proposed change in the FY 2022 Capital Budget will increase the Capital Budget by \$31.5M.

Deputy CEO Elkadi provided a presentation on this item, providing detail regarding project changes, and answered Commissioner questions.

**MOTION:** Moved by Secretary Bowman, seconded by Commissioner Gouw, and carried by a vote of 5-0-0, to approve the FY 2021-2022 capital budget amendments.

### **MANAGEMENT REPORT**

There was no management report.

## **SPECIAL CEREMONIES**

A Certificate of Appreciation was presented in recognition of Board Clerk Natalie Gonzaga's service to the Ontario International Airport.

## **COMMISSIONER MATTERS**

Commissioner Gouw had no further comments.

Commissioner Hagman encouraged everyone to continue going in the right direction and continue improving.

Vice President Loveridge requested twice a year reports from our Lobbyists at future meetings in-person or by Zoom.

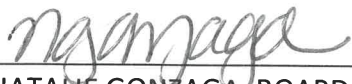
Secretary Bowman thanked staff for their work.

President Wapner announced the passing of his father-in-law, Alejo Vasquez, who had a great history at the airport, and requested Commissioner's approval to adjourn the meeting in his memory.

## **ADJOURNMENT**

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 2:53 p.m. in memory of Alejo Vasquez.

RESPECTFULLY SUBMITTED:



---

NATALIE GONZAGA, BOARD CLERK

APPROVED:



---

ALAN D. WAPNER, PRESIDENT  
ONTARIO INTERNATIONAL AIRPORT AUTHORITY