

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
COMMISSION MEETING
MINUTES
APRIL 25, 2024**

CALL TO ORDER

President Wapner called the Ontario International Airport Authority Commission meeting to order at 2:00 p.m.

ROLL CALL

COMMISSIONERS:

PRESENT:

President Alan D. Wapner
Ronald D. Loveridge, Treasurer
Julia Gouw, Commissioner

Vice President Curt Hagman
Jim W. Bowman, Secretary

A quorum of the Board of Commissioners was present.

STAFF:

Chief Executive Officer Atif Elkadi
Board Clerk/Assistant Secretary Norma I. Alley, MMC

General Counsel Lori D. Balance

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

AGENDA REVIEW/ANNOUNCEMENTS

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

No conflicts of interests were declared.

PUBLIC COMMENT

President Wapner called for public comment.

Board Clerk Alley noted one written comment was received from Richard Sherman.

Seeing no one come forward, President Wapner closed public comment.

SPECIAL PRESENTATIONS

PRESENTATION OF GIFT TO USO FROM THE 5K AT THE RUNWAY

Chief Executive Officer Elkadi introduced USO Inland Empire Operations and Programs Manager Brandi Elias and provided a brief overview of the event.

President Wapner provided brief comments, congratulated everyone on their hard work on the event, and spoke to the efforts the ONT USO put in for our traveling military service personnel.

The Board presented a check to Ms. Elias as a donation to the USO from the fundraising efforts of the 5k at the Runway event.

CONSENT CALENDAR

2. APPROVAL OF MINUTES

Approved minutes for the OIAA Board of Commissioners meeting on March 28, 2024.

3. CASH DISBURSEMENT REPORT (BILLS/PAYROLL)

Received and filed the Cash Disbursement Report (Bills/Payroll) for the month ended March 31, 2024.

4. AGREEMENT AMENDMENT WITH KAVPLAN, LLC FOR CHIEF CAPITAL DEVELOPMENT OFFICER TRANSITION AND INTERIM ROLE

Authorized the Chief Executive Officer (CEO) to execute an agreement amendment with KavPlan, LLC, Contract No. SCONT 000501 for strategic aviation management and advisory consulting services, by increasing the Fiscal Year 2024 authority by \$99,700 to cover expanding the scope of year two of the contract to include the role of KavPlan as the Interim Chief Capital Development Officer, and authorized the CEO to execute future amendments based on approved Fiscal Year budgets.

5. AGREEMENT WITH THE COUNTY OF SAN BERNARDINO FOR THE TERMINAL JET BRIDGE CLOSED CIRCUIT TELEVISION (CCTV) UPGRADE PROJECT

Authorized the Chief Executive Officer (CEO) to execute an agreement with the County of San Bernardino for \$250,000 for upgrade of the current terminal Jet Bridge Closed Circuit Television (CCTV) System.

6. AUTHORIZE SPEND AUTHORITY FOR AIRPORT 2024 AIRPORT FOOD & BEVERAGE (FAB) + HOSPITALITY CONFERENCE AND AWARDS

Authorized the spend authority of \$350,000 for hosting the 2024 Airport FAB + Hospitality Conference and Awards.

7. AUTHORIZE A FISCAL SPEND AUTHORITY WITH ARC DOCUMENT SOLUTIONS FOR RECORDS MANAGEMENT PROGRAM

Authorized a fiscal spend authority in the amount of \$50,000, for a total Fiscal Year spend of \$150,000, with ARC Document Solutions to continue current records management services.

8. AUTHORIZE A SPEND AUTHORITY FOR UPGRADES TO TERMINAL CHILLERS

Authorized a spend authority in the amount not to exceed \$200,000 for labor, equipment, and materials necessary to furnish and install a condenser water bypass loop upgrade to the chillers in Terminals 2 and 4, and authorized the CEO to negotiate and execute a contract for said services up to the spend authority limit.

9. AGREEMENT WITH PLANTE & MORAN, PLLC FOR EXTERNAL AUDIT SERVICES

Authorized the Chief Executive Officer (CEO) to execute an agreement with Plante & Moran, PLLC for external audit services for one year, with four one-year extensions, in the amount not to exceed \$722,950 over the next five years.

MOTION: Moved by Commissioner Hagman, seconded by Commissioner Gouw, to approve the Consent Calendar. Motion carried by 5 Yes/0 No vote.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

10. PRESENTATION ON LEGISLATIVE UPDATES

Government Relations Manager Martha Preciado provide a legislative update, accompanied by a PowerPoint, and fielded inquiry from the Board of Commissioners.

CEO REPORT

Chief Executive Officer Elkadi provided updates on passenger traffic numbers, changes to flights, and general airport matters, accompanied by a PowerPoint.

COMMISSION MATTERS

There were no Commissioner matters to report.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Board of Commissioners Meeting at 2:37 p.m.

RESPECTFULLY SUBMITTED:


NORMA I. ALLEY, MMC, BOARD CLERK

APPROVED:


ALAN D. WAPNER, PRESIDENT