

# ONTARIO INTERNATIONAL AIRPORT AUTHORITY

## COMMISSION AGENDA – SPECIAL MEETING



**November 17, 2025, at 2:00 P.M.**

Ontario International Airport Authority Administration Offices  
1923 East Avion Street, Room 100, Ontario, CA 91761

Live YouTube Streaming for Listening Only: <https://www.youtube.com/@flyont/streams>

**ALAN D. WAPNER**  
President

**CURT HAGMAN**  
Vice President

**RONALD O. LOVERIDGE**  
Treasurer

**JIM W. BOWMAN**  
Secretary

**JULIA GOUW**  
Commissioner

**ATIF ELKADI**  
Chief Executive Officer

**LORI D. BALLANCE**  
General Counsel

**MARILYN BONUS**  
Commission Clerk

### WELCOME TO A MEETING OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

- All documents for public review are on file at the Ontario International Airport Administration Offices located at 1923 E. Avion Street, Ontario, CA 91761.
- This meeting is streamed live from our YouTube channel at <https://www.youtube.com/@flyont/streams>. Streaming will be for listening only and not participation. Public Comments will be taken by email or in-person only. This is a pilot stream, so errors and bugs may occur. If you have any issues, feel free to email [clerk@flyontario.com](mailto:clerk@flyontario.com) for resolution after the meeting.
- Anyone wishing to speak during public comment, or on an agenda item, will be required to fill out a Request to Address Card (blue slip). Blue slips must be turned in prior to public comment beginning or before an agenda item is taken up. The Deputy Commission Clerk will not accept blue slips after that time.
- You may submit public comments by e-mail to [publiccomment@flyontario.com](mailto:publiccomment@flyontario.com) no later than 4:00 p.m. the day before the meeting. Please identify the Agenda item you wish to address in your comments. All e-mail comments will be included in the meeting record.
- Comments will be limited to 3 minutes. Speakers will be alerted when their time is up and no further comments will be permitted. Speakers are then to return to their seats.
- In accordance with State Law, remarks during public comment are to be limited to subjects within the Authority's jurisdiction. Remarks on other agenda items will be limited to those items.
- Remarks from those seated or standing in the back of the Commission Meeting Room will not be permitted. All those wishing to speak, including Commissioners and Staff, need to be recognized by the Authority President before speaking.
- 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. Any members of the public who require special assistance or a reasonable accommodation to participate may contact the Deputy Commission Clerk at (909) 544- 5307 or [clerk@flyontario.com](mailto:clerk@flyontario.com).

## CALL TO ORDER (OPEN SESSION)

### ROLL CALL

### PLEDGE OF ALLEGIANCE

## AGENDA REVIEW

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.

## PUBLIC COMMENTS

The Public Comment portion of the 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.

## CLOSED SESSION

### PUBLIC COMMENT ON CLOSED SESSION

### CLOSED SESSION

- § 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: ONT (2 MATTERS)  
Property Agency Negotiator: OIAA General Counsel's Office

### REPORT ON CLOSED SESSION

General Legal Counsel

## 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. Members of the public wishing to address the Commission on items listed on the Consent Calendar will be given a total of 3 minutes each to address the items collectively.

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

Approve minutes for the OIAA Commission Meeting on October 23, 2025.

### **3. CASH DISBURSEMENT REPORT (BILLS/PAYROLL)**

Receive and file the Cash Disbursement Report (Bills/Payroll) for the month ended October 31, 2025.

### **4. COMMISSIONER'S STIPENDS AS REQUIRED BY AUTHORITY BYLAWS**

Approve additional stipends per Article IV, Section 6 of the Authority's Bylaws for President Alan Wapner for the Month of October, 2025.

### **5. AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH PAUL A. HANEY AND ASSOCIATES, LLC. FOR CONSULTING SERVICES TO SUPPORT MANAGEMENT, OPERATIONS, AND DEVELOPMENT AT THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY**

Authorize the Chief Executive Officer (CEO) to negotiate and execute a professional services agreement with Paul A. Haney & Associates, LLC, for consulting services in the amount of \$240,000 for a one-year term; and authorize the CEO to exercise four one-year discretionary extensions; and authorize reimbursable expenses.

### **6. AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO ACCEPT AND EXECUTE A FUNDING AGREEMENT WITH THE COUNTY OF SAN BERNARDINO FOR THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY'S ZERO-EMISSION FLEET ELECTRIFICATION PROJECT**

Authorize the Chief Executive Officer (CEO) to accept and execute Funding Agreement 2026-1 with the County of San Bernardino (County) for \$250,000 for the purchase of zero-emission electric vehicles for the Ontario International Airport Authority's Fleet Conversion Plan.

### **7. AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AN AMENDMENT TO AGREEMENT WITH FLAGSHIP AVIATION SERVICES LLC., FOR CUSTODIAL SERVICES AT ONTARIO INTERNATIONAL AIRPORT**

Authorize the Chief Executive Officer (CEO) to execute an amendment to the agreement with Flagship Aviation Services, LLC. (Flagship), to increase the third contract year compensation amount to \$430,000 for custodial and biohazard services at Ontario International Airport (ONT).

**8. AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO APPROVE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH OSSI NA, LLC. FOR DIGITAL TECHNOLOGY MAINTENANCE, SUPPORT, AND INTEGRATION SERVICES**

Authorize the Chief Executive Officer (CEO) to approve an Amendment to the Professional Services Agreement SCONT-000644 (Agreement) between the Ontario International Airport Authority (OIAA) and OSSI NA, LLC (OSSI), to increase the total contract in the amount of \$800,000 to support ongoing digital projects and existing maintenance requirements for digital technology management and integration support services at the Ontario International Airport (ONT).

**9. ADOPT THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) EXEMPTION DETERMINATIONS AND APPROVALS FOR THE TAXILANE G RECONSTRUCTION PROJECT**

Adopt the California Environmental Quality Act (CEQA) Exemption determinations and approvals for the proposed Taxilane G Reconstruction Project.

**10. A RESOLUTION APPROVING THE AMENDED ONTARIO INTERNATIONAL AIRPORT SYSTEM RATES AND CHARGES FOR FISCAL YEAR 2025-2026**

Approve Resolution No. 2025-09 approving the amended Airport System Rates and Charges for Fiscal Year 2025-2026 at the Ontario International Airport Authority (Authority).

RESOLUTION NO 2025-09

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING THE AMENDED AIRPORT SYSTEM RATES AND CHARGES FOR FISCAL YEAR 2025-2026

**11. ADOPTION OF A RESOLUTION ACKNOWLEDGING AND REAFFIRMING ITS COMMITMENT TO COMPLIANCE WITH AIRPORT REVENUE USE REQUIREMENTS AT ONTARIO INTERNATIONAL AIRPORT AUTHORITY**

Adopt Resolution No. 2025-10 acknowledging and re-affirming its commitment to compliance with Airport Revenue Use requirements established by Federal Law when pursuing airport promotion activities.

RESOLUTION NO. 2025-10

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY ACKNOWLEDGING AND RE-AFFIRMING ITS COMMITMENT TO COMPLIANCE WITH AIRPORT REVENUE USE REQUIREMENTS ESTABLISHED BY FEDERAL LAW WHEN PURSUING AIRPORT PROMOTION ACTIVITIES

**CEO REPORT**

**CHIEF EXECUTIVE OFFICER UPDATES**

## COMMISSION MATTERS

PRESIDENT WAPNER  
VICE PRESIDENT HAGMAN  
TREASURER LOVERIDGE  
SECRETARY BOWMAN  
COMMISSIONER GOUW

## ADJOURNMENT

### AFFIDAVIT OF POSTING

I, Marilyn Bonus, Commission Clerk of the Ontario International Airport Authority (OIAA), do hereby declare under penalty of perjury that the foregoing agenda has been posted at the administrative office and on the OIAA website in compliance to the Brown Act.

Date Posted: November 13, 2025      Posted Prior To: 4:00 P.M.

Signature: *Marilyn Bonus*  
Marilyn Bonus, MMC  
Ontario International Airport Authority Commission Clerk

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# ONTARIO INTERNATIONAL AIRPORT AUTHORITY



**MEETING DATE:** NOVEMBER 17, 2025

**SUBJECT:** RELATIVE POTENTIAL CONFLICT OF INTEREST

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDED ACTION(S):** Declare Conflict of Interest pertaining to agenda items and contractors and/or subcontractors, which may require member abstentions due to possible conflicts of interest.

**FISCAL IMPACT SUMMARY:** N/A

**BACKGROUND:** In accordance with California Government Code 84308, members of the Ontario International Airport Authority Commission 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 in 2024, or \$500 in 2025, 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 related to the following contractors:

Item No	Principals & Agents	Subcontractors
05	Paul Haney & Associates, LLC.	<ul style="list-style-type: none"><li>None</li></ul>
06	San Bernardino County Funding Agreement 2026-1	<ul style="list-style-type: none"><li>Curt Hagman</li></ul>
07	Flagship Aviation Services, LLC.	<ul style="list-style-type: none"><li>None</li></ul>
08	OSSI NA, LLC.	<ul style="list-style-type: none"><li>None</li></ul>

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A

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

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** N/A

**ATTACHMENTS:** N/A

**STAFF REVIEW AND APPROVAL:**

Originator:	<u>Adrienne Fernandez, Deputy Commission Clerk</u>
Originating Dept.:	<u>Executive Division</u>
Director Review:	<u>Marilyn Bonus, Commission Clerk</u>
Chief Review:	<u><i>Atif Okadi</i></u>
CFO Review:	<u>N/A</u>
CEO Approval:	<u><i>Atif Okadi</i></u>

This Agenda Report has been reviewed by OIAA General Counsel.

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein, which 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. Hours to review are between 8:30 a.m. and 4:30 p.m., Monday through Friday, although these hours and review procedures may be modified. In that case, the documents may be requested by email at [clerk@flyontario.com](mailto:clerk@flyontario.com).



**MEETING DATE:** NOVEMBER 17, 2025

**SUBJECT:** APPROVAL OF MINUTES

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDED ACTION(S):** Approve minutes for the OIAA Commission meeting on October 23, 2025.

**FISCAL IMPACT SUMMARY:** N/A

**BACKGROUND:** The OIAA Commission held a public meeting, and minutes were recorded in text. In accordance with OIAA's Records Retention Schedule, the OIAA must preserve these historical records in hard copy form for permanent retention.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A

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

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** N/A

**ATTACHMENTS:**

1. Minutes

**STAFF REVIEW AND APPROVAL:**

Originator:	Marilyn Bonus, Commission Clerk
Originating Dept.:	Executive Division
Director Review:	N/A
Chief Review:	<i>Atif Elkadi</i>
CFO Review:	N/A
CEO Approval:	<i>Atif Elkadi</i>

This Agenda Report has been reviewed by OIAA General Counsel.

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein, which 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. Hours to review are between 8:30 a.m. and 4:30 p.m., Monday through Friday, although these hours and review procedures may be modified. In that case, the documents may be requested by email at [clerk@flyontario.com](mailto:clerk@flyontario.com).

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**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
REGULAR COMMISSION MEETING  
MINUTES  
OCTOBER 23, 2025**

**CALL TO ORDER**

President Wapner called the Ontario International Airport Authority Commission meeting to order at 2:02 p.m.

**ROLL CALL**

**COMMISSIONERS**

**PRESENT:**

Alan D. Wapner, President  
Curt Hagman, Vice President

Ronald D. Loveridge, Treasurer  
Jim W. Bowman, Secretary

**EXCUSED ABSENCE:**

Julia Gouw, Commissioner

A quorum of the OIAA Commissioners was present.

**STAFF:**

Chief Executive Officer Atif Elkadi  
General Counsel Lori D. Ballance

Commission Clerk Marilyn Bonus, MMC, CPMC  
Deputy Commission Clerk Adrienne Fernandez

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

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**AGENDA REVIEW/ANNOUNCEMENTS**

**1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST**

No conflicts of interests were declared.

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**PUBLIC COMMENT**

President Wapner called for public comment.

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

**CONSENT CALENDAR**

**2. APPROVAL OF MINUTES**

Approved minutes for the Special OIAA Commission Meeting on September 18, 2025.

**3. CASH DISBURSEMENT REPORT (BILLS/PAYROLL)**

Received and filed the Cash Disbursement Report (Bills/Payroll) for the month ended September 31, 2025.

**4. COMMISSIONER’S STIPENDS AS REQUIRED BY AUTHORITY BYLAWS**

Approved additional stipends per Article IV, Section 6 of the Authority’s Bylaws for President Alan Wapner for the month of September, 2025.

**5. FINANCIAL STATEMENTS FOR THE NINE MONTHS ENDED JUNE 30, 2025**

Received and filed the financial statements for the nine months ended June 30, 2025.

**6. INVESTMENT REPORT FOR THE NINE MONTHS ENDED JUNE 30, 2025**

Received and filed the Investment Report for the nine months ended June 30, 2025.

**7. AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH CDW-G FOR INFORMATION TECHNOLOGY EQUIPMENT**

Authorized the Chief Executive Officer (CEO) to negotiate and execute a Professional Services Agreement with CDW-G, based on Sourcewell contract 121923-CDW, for the procurement of Information Technology (IT) equipment and services in an amount not to exceed \$368,000.00 in Fiscal Year End (FYE) 2026.

**8. AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AN AGREEMENT WITH HOME DEPOT U.S.A, INC., FOR MAINTENANCE MATERIALS AND SUPPLIES**

Authorized the Chief Executive Officer (CEO) to execute an agreement with Home Depot U.S.A., Inc., to procure maintenance materials and supplies for the Ontario International Airport Authority (OIAA or Authority), for a not to exceed amount of \$400,000 in Fiscal Year End (FYE) 2026.

**9. AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH WORKDAY**

Authorized the Chief Executive Officer to negotiate and execute an agreement with Workday Inc. to provide Enterprise Resource Planning (ERP) software for a term of five-years, in an amount not to exceed \$3,301,500.00 over the course of the entire term.

**10. AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO NEGOTIATE AND EXECUTE A CONTRACT WITH SECURITY PAVING COMPANY, INC. FOR TAXIWAY S (EAST) RECONSTRUCTION PROJECT**

Authorized the Chief Executive Officer (CEO) to execute a contract with Security Paving Company, Inc. for the TAXIWAY S (EAST) RECONSTRUCTION Project in the amount of \$23,439,591.45; to execute budget amendments to the contract for additional related services and construction contingency up to 15% of the overall contract value; and to execute task orders on existing contracts to perform construction administration and construction management. Further authorize the CEO to accept and execute applicable grants in support of the program, including a Federal Aviation Administration (FAA) grant in the amount of \$9,316,152.00, which will contribute to the total overall project cost.

**MOTION:** Moved by Secretary Bowman, seconded by Vice President Hagman, to approve the Consent Calendar. Motion carried by a 4 Yes/0 No/ 1 Absent vote.

**DISCUSSION**

**11. A RESOLUTION APPROVING THE EXECUTION AND DELIVERY OF THE SECOND AMENDMENT TO REVOLVING CREDIT AGREEMENT, BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND PNC BANK, NATIONAL ASSOCIATION, PROVIDING A DECLARATION OF OFFICIAL INTENT TO FINANCE A PORTION OF THE AUTHORITY'S CAPITAL IMPROVEMENT PROGRAM AND AUTHORIZING AND RATIFYING THE PUBLICATION OF A NOTICE OF PUBLIC HEARING AND THE CONDUCTING A HEARING IN COMPLIANCE WITH THE UNITED STATES INTERNAL REVENUE CODE AUTHORIZING ADDITIONAL ACTIONS AND PROVIDING FOR CERTAIN OTHER MATTERS**

Approved a resolution approving the execution and delivery of the second amendment to Revolving Credit Agreement, between the Ontario International Airport Authority (OIAA) and PNC Bank, National Association, providing a declaration of official intent to finance a portion of the Authority's Capital Improvement Program and ratifying the publication of a Notice of Public Hearing and the conducting of a hearing in compliance with the US Internal Revenue Code authorizing additional actions and providing for certain other matters.

RESOLUTION NO. 2025-08

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING THE EXECUTION AND DELIVERY OF THE SECOND AMENDMENT TO REVOLVING CREDIT AGREEMENT, BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND PNC BANK, NATIONAL ASSOCIATION, PROVIDING A DECLARATION OF OFFICIAL INTENT TO FINANCE A PORTION OF THE AUTHORITY'S CAPITAL IMPROVEMENT PROGRAM AND AUTHORIZING AND RATIFYING THE PUBLICATION OF A NOTICE OF PUBLIC HEARING AND THE CONDUCTING A HEARING IN COMPLIANCE WITH THE UNITED STATES INTERNAL REVENUE CODE, AUTHORIZING ADDITIONAL ACTIONS AND PROVIDING FOR CERTAIN OTHER MATTERS

**MOTION:** Moved by Treasurer Loveridge, seconded by Vice President Hagman, to approve the Discussion Item 11. Motion carried by a 4 Yes/0 No/ 1 Absent vote.

**PRESENTATION**

## PRESENTATION OF ONT'S ARTIFICIAL INTELLIGENCE (AI) JOURNEY

Senior Vice President and Chief Information Officer, Chuck Miwa provided an update on the use and future of Artificial Intelligence at the airport.

## PRESENTATION OF STAFF AWARD BY MAKE-A-WISH FOUNDATION

Make-A-Wish representatives presented the Commission with a plaque recognizing the airport's commitment and contributions to the foundation.

## CEO REPORT

### CHIEF EXECUTIVE OFFICER UPDATES

Chief Executive Officer Elkadi provided updates on passenger traffic numbers, changes to flights, and general airport matters and how the Authority is providing support to the employees during the Federal shutdown.

President Wapner and Treasurer Loveridge asked about the Federal shutdown and its impact at the airport.

## COMMISSIONER MATTERS

President Wapner encouraged all staff members to take a moment to visit the TSA employees and personally thank them for their dedication and service.

Vice President Hagman thanked the staff for the Artificial Intelligence presentation and commented on the completed construction.

Secretary Bowman commended the staff for their social media advertising efforts.

Treasurer Loveridge reported on his attendance at the International Service Flight Association Conference and expressed interest in the role of Artificial Intelligence (A.I.) and asked staff to present an item on the role of A.I. at the airport.

## ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commissioners Meeting at 2:30 p.m.

RESPECTFULLY SUBMITTED:

APPROVED:

\_\_\_\_\_  
MARILYN BONUS, MMC, CPMC  
COMMISSION CLERK/ASSISTANT SECRETARY

\_\_\_\_\_  
ALAN D. WAPNER, PRESIDENT



**MEETING DATE:** NOVEMBER 17, 2025

**SUBJECT:** CASH DISBURSEMENT REPORT (BILLS/PAYROLL)

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDED ACTION(S):** Receive and file the Cash Disbursement Report (Bills/Payroll) for the month ended October 31, 2025.

**FISCAL IMPACT SUMMARY:** The funding is approved in the Fiscal Year 2025-2026 budget.

**BACKGROUND:** In June 2025, the OIAA Commission adopted an operating budget that is driven by strong aviation activity and financial performance realized by OIAA in FYE2025. The operating budget was developed from OIAA goals and objectives and includes significant increases in resources to meet current and expected near term growth.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A

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

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** N/A

**ATTACHMENTS:**

1. Cash Disbursement Report (Bills/Payroll) for the month ended October 31, 2025.

**STAFF REVIEW AND APPROVAL:**

Originator:	<u>Celeste Heinonen, Senior Vice President, Chief Financial Officer</u>
Originating Dept.:	<u>Financial Accounting and Reporting</u>
Director Review:	<u>N/A</u>
Chief Review:	<u><i>Celeste Heinonen</i></u>
CFO Review:	<u><i>Celeste Heinonen</i></u>
CEO Approval:	<u><i>Atif Okadi</i></u>

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**MEETING DATE:** NOVEMBER 17, 2025

**AGENDA SECTION:** CONSENT CALENDAR

**SUBJECT:** COMMISSIONER'S STIPENDS AS REQUIRED BY AUTHORITY BYLAWS

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDED ACTION(S):** Approve additional stipends per Article IV, Section 6 of the Authority's Bylaws for President Wapner for the month of October, 2025.

**FISCAL IMPACT SUMMARY:** 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 monthly stipend for each month of a calendar year in the amount of one thousand dollars (\$1,000.00), which amount will be deemed to address Commissioner participation for six (6) Authority-related business functions or events, such as attendance at each monthly Commission meeting, any standing committee meeting, any ad hoc committee meeting, briefings, and any other Authority-related business function or event. If a Commissioner participates in or attends a collective total of more than six (6) Commission meetings, any standing committee meetings, any ad hoc committee meeting, briefings, or any other Authority-related business function or event in a calendar month, then the Commissioner shall receive an additional stipend of one hundred fifty dollars (\$150.00) for each such additional matter, with the majority approval by the Commission."

During the month of October 2025, President Wapner attended eleven (11) additional Authority-related business functions. Majority Commission approval is needed to approve payment of these additional stipends.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A

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

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** N/A

**ATTACHMENTS:** N/A

**STAFF REVIEW AND APPROVAL:**

Originator:	<u>Adrienne Fernandez, Deputy Commission Clerk</u>
Originating Dept.:	<u>Executive Division</u>
Director Review:	<u>Marilyn Bonus, Commission Clerk</u>
Chief Review:	<u><i>Atif Ikadi</i></u>
CFO Review:	<u><i>Celeste Heinonen</i></u>
CEO Approval:	<u><i>Atif Ikadi</i></u>

This Agenda Report has been reviewed by OIAA General Counsel.

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**MEETING DATE:** NOVEMBER 17, 2025

**SUBJECT:** AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH PAUL A. HANEY & ASSOCIATES, LLC. FOR CONSULTING SERVICES TO SUPPORT MANAGEMENT, OPERATIONS, AND DEVELOPMENT AT THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDATION:** Authorize the Chief Executive Officer (CEO) to negotiate and execute a professional services agreement with Paul A. Haney & Associates, LLC, for consulting services in the amount of \$240,000 for a one-year term; and authorize the CEO to exercise four one-year discretionary extensions; and authorize reimbursable expenses.

**FISCAL IMPACT SUMMARY:** Funding for this agreement is approved in the Fiscal Year 2025-26 budget. Funding for subsequent years will be requested through the annual budget process.

**BACKGROUND:** On December 17, 2020, the Commission approved a contract with Paul A. Haney & Associates, LLC, for consulting and representational services relating to the Airport (ONT) administration, operations, marketing, branding, development, financing, and public and community relations related matters of the Ontario International Airport Authority (OIAA), and advisory services to the OIAA CEO, OIAA management, other OIAA consultants, and the OIAA Commission members on all issues mutually agreed upon. This contract, however, is due to expire on December 31, 2025. Paul A. Haney & Associates, LLC., desires to continue performing said representational and advisory professional services specific to the airport as well as oversee several ongoing strategic objectives proposed by the OIAA. Therefore, a new agreement is necessary to provide uninterrupted upper-level professional support services through 2026.

**PROCUREMENT:** A sole source procurement is recommended. Paul A. Haney & Associates LLC is uniquely qualified to meet the OIAA's needs due to their previous experience providing similar services to OIAA and their resulting ONT-specific institutional knowledge. Through direct work with the CEO and executive leadership, the consultant has developed a proprietary understanding of ONT's operations, development, marketing/branding, financing, and stakeholder environment, allowing them to begin work immediately with no onboarding or ramp-up time. No other firm can provide the same level of continuity, expertise, or historical context, and placing this scope out for a competitive bidding process at this time would introduce delays and reduce overall efficiency. Therefore, the OIAA will proceed with Paul A. Haney & Associates LLC on a sole source basis.

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A

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

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** N/A

**ATTACHMENTS:** N/A

**STAFF REVIEW AND APPROVAL:**

Originator:	<u>Lesa Byars, Chief of Staff</u>
Originating Dept.:	<u>Executive Division</u>
Director Review:	<u>N/A</u>
Chief Review:	<u><i>Atif Elkadi</i></u>
CFO Review:	<u><i>Celeste Heinonen</i></u>
CEO Approval:	<u><i>Atif Elkadi</i></u>

This Agenda Report has been reviewed by OIAA General Counsel.

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein, which 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. Hours to review are between 8:30 a.m. and 4:30 p.m., Monday through Friday, although these hours and review procedures may be modified. In that case, the documents may be requested by email at [clerk@flyontario.com](mailto:clerk@flyontario.com).



**MEETING DATE:** NOVEMBER 17, 2025

**SUBJECT:** AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO ACCEPT AND EXECUTE A FUNDING AGREEMENT WITH THE COUNTY OF SAN BERNARDINO FOR THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY'S ZERO-EMISSION FLEET ELECTRIFICATION PROJECT

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDED ACTION(S):** Authorize the Chief Executive Officer (CEO) to accept and execute Funding Agreement 2026-1 with the County of San Bernardino (County) for \$250,000 for the purchase of zero-emission electric vehicles for the Ontario International Airport Authority's Fleet Conversion Plan.

**FISCAL IMPACT SUMMARY:** If approved, the Ontario International Airport Authority (OIAA) will receive \$250,000 from the County towards the purchase of zero-emission vehicles for the Airport's Fleet Electrification Project.

**BACKGROUND:** Airports across the country are transitioning their ground support equipment fleets to electric vehicles to meet sustainability targets, reduce operational costs, and align with environmental regulations. The OIAA has developed a phased plan for the implementation of electric vehicles to help align with broader industry and regulatory trends towards electrification. The OIAA is actively pursuing funding from local, state, and federal sources to offset the cost of the vehicles and charging infrastructure. The \$250,000 Funding Agreement with the County reinforces the region's shared commitment to cleaner transportation and supports OIAA's ongoing efforts to modernize and decarbonize its ground support equipment fleet.

**PROCUREMENT:** Through this Funding Agreement, the County would contribute \$250,000 towards the airport's electrification of its ground support equipment fleet.

**CEQA COMPLIANCE AND LAND USE APPROVALS:** The subject activity is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines Section 15378(b) and is therefore not subject to review under CEQA.

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

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** N/A

**ATTACHMENTS:** N/A

**STAFF REVIEW AND APPROVAL:**

Originator:	<u>Martha Preciado, Director of Government Affairs</u>
Originating Dept.:	<u>Executive Division</u>
Director Review:	<u>N/A</u>
Chief Review:	<u><i>Atif Ekadi</i></u>
CFO Review:	<u><i>Celeste Heinonen</i></u>
CEO Approval:	<u><i>Atif Ekadi</i></u>

This Agenda Report has been reviewed by OIAA General Counsel.

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**MEETING DATE:** NOVEMBER 17, 2025

**SUBJECT:** AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AN AMENDMENT TO AGREEMENT WITH FLAGSHIP AVIATION SERVICES LLC., FOR CUSTODIAL SERVICES AT ONTARIO INTERNATIONAL AIRPORT

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDED ACTION(S):** Authorize the Chief Executive Officer (CEO) to execute an amendment to the agreement with Flagship Aviation Services, LLC. (Flagship), to increase the third contract year compensation amount to \$430,000 for custodial and biohazard services at Ontario International Airport (ONT).

**FISCAL IMPACT SUMMARY:** The Ontario International Airport Authority (OIAA) has budgeted \$430,000 for Fiscal Year 2025 – 2026 for custodial services with Flagship. The increase in staff and monthly rate of service will total \$413,128 costs for the fiscal year.

**BACKGROUND:** On August 24, 2023, the OIAA awarded Flagship with a two-year contract and the option for a one-year extension to provide custodial services at ONT. Custodial services are essential to maintaining a safe, clean, and welcoming environment for passengers, tenants, and employees throughout the ONT’s terminals, administrative buildings, and public spaces. This amendment to the agreement will allow for the addition of a staff member and an increase in the monthly rate of services due to Flagship’s collective bargaining agreement. With part of its workforce

**PROCUREMENT:** Original contract agreement No. SCONT-000676 was approved in the amount of \$311,910 annually, and due to increased demand in services, if approved, the amended agreement total is not to exceed \$430,000 annually.

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A

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

**IMPACT ON OPERATIONS:** The amendment to the agreement will maintain essential custodial services and support operational needs at ONT by adding staff and adjusting rates in line with Flagship’s collective bargaining agreement, ensuring consistent service quality across ONT facilities.

**SCHEDULE:** N/A

**ATTACHMENTS:** N/A

**STAFF REVIEW AND APPROVAL:**

Originator:	Tim Armenta, Field Manager
Originating Dept.:	Operation & Maintenance Division
Director Review:	N/A
Chief Review:	<i>James Kesler</i>
CFO Review:	<i>Celeste Heinonen</i>
CEO Approval:	<i>Atif Elkadi</i>

This Agenda Report has been reviewed by OIAA General Counsel.

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**MEETING DATE:** NOVEMBER 17, 2025

**SUBJECT:** AUTHORIZE THE CHIEF EXECUTIVE OFFICER (CEO) TO APPROVE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH OSSI NA, LLC. FOR DIGITAL TECHNOLOGY MAINTENANCE, SUPPORT, AND INTEGRATION SERVICES

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDED ACTION(S):** Authorize the Chief Executive Officer (CEO) to approve an Amendment to the Professional Services Agreement SCONT-000644 (Agreement) between the Ontario International Airport Authority (OIAA) and OSSI NA, LLC (OSSI), to increase the total contract in the amount of \$800,000 to support ongoing digital projects and existing maintenance requirements for digital technology management and integration support services at the Ontario International Airport (ONT).

**FISCAL IMPACT SUMMARY:** The Agreement with OSSI has a total not-to-exceed amount of \$2,050,000. This amendment will increase the total contract amount by \$800,000, which is inclusive of operations and maintenance funds as well as capital funds. These funds have already been accounted for in the Fiscal Year 2025-2026 budget. This will increase the overall Agreement amount to a total not-to-exceed amount of \$2,850,000.

**BACKGROUND:** The OSSI Agreement was entered into February 2024 to assist with managing all revenue-producing digital assets, integration, and support services at ONT. The digital assets managed by OSSI have revolutionized the ONT terminals by attracting high-profile advertising partners to display their creatives, resulting in increased revenue for the OIAA and an enhanced positive customer experience. As the term of the Agreement reaches an end in February 2026, staff is currently preparing a Request for Proposal (RFP) to bid out the digital technology management and integration support services. Until the RFP is complete and a new contract is issued, staff is recommending an extension to the existing OSSI term to June 30, 2026, and an increase to the Agreement compensation to prevent impacts to existing services and allow for the RFP to be issued, evaluated, and awarded to the successful bidder.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** The proposed professional services agreement with the Consultant is not a "project" within the meaning of Section 15378 of the CEQA guidelines because there is no potential for the OSSI's consulting work to result in a direct or indirect physical change in the environment. As a result, the activity is not subject to CEQA.

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

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** N/A

**ATTACHMENTS:** N/A

**STAFF REVIEW AND APPROVAL:**

Originator:	<u>Elisa Grey, Senior Vice President of Revenue Management</u>
Originating Dept.:	<u>Revenue Management</u>
Director Review:	<u>N/A</u>
Chief Review:	<u>N/A</u>
CFO Review:	<u><i>Celeste Heinonen</i></u>
CEO Approval:	<u><i>Atif Okadi</i></u>

This Agenda Report has been reviewed by OIAA General Counsel.

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**MEETING DATE:** NOVEMBER 17, 2025

**SUBJECT:** ADOPT THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) EXEMPTION DETERMINATIONS AND APPROVALS FOR THE TAXILANE G RECONSTRUCTION PROJECT

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDED ACTION(S):** Adopt the California Environmental Quality Act (CEQA) Exemption determinations and approvals for the proposed Taxilane G Reconstruction Project.

**FISCAL IMPACT SUMMARY:** N/A

**BACKGROUND:** The Ontario International Airport Authority (OIAA or Authority) is proposing the Taxilane G Reconstruction project (Proposed Project) to replace deteriorated pavement conditions through full-depth reconstruction of Taxilane G and adjacent pavement west of Gate 36, along with pavement rehabilitation near the intersection of Taxiway N and Taxilane G. As Taxilane G is a critical airside corridor, the Proposed Project is essential to maintain safe and efficient aircraft operations at ONT.

Taxilane G functions as the sole access point for aircraft transitioning from Taxiway N to Terminal 1 and the Federal Inspection Service (FIS) apron areas. However, Taxilane G and the pavement west of Gate 36 are experiencing significant deterioration. The OIAA periodically surveys airfield pavement, the condition of which is graded according to the Pavement Condition Index (PCI) system. PCI scores range from 0 to 100, with the following designations: good (100-86), satisfactory (85-71), fair (70-56), poor (55-41), very poor (40-26), serious (25-11), and failed (10-0). According to the pavement condition evaluation conducted in 2025, the PCI for Taxilane G was rated at 17 (Serious), while the pavement area west of Gate 36 received a rating of 8 (Failed). These ratings indicate that the pavement has reached the end of its useful life and requires immediate attention.

All Project-related activities would be confined to previously disturbed areas within the existing pavement boundaries. Environmental and safety best management practices (BMPs) would be implemented throughout the Proposed Project's construction period to avoid and/or minimize disruption to Airport operations and ensure compliance with all applicable regulatory requirements.

The Proposed Project will have substantially the same use, purpose and capacity, in the same location, as the deteriorated pavement that is being replaced.

The Proposed Project is eligible for two categorical exemptions under the California Environmental Quality Act (CEQA). Applicable CEQA Guidelines sections for the exemptions are as follows:

14 California Code of Regulations Section 15301 (Class 1) – Existing Facilities

*Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.*

14 California Code of Regulations Section 15302 (Class 2) – Replacement or Reconstruction

*Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced.*

Further explanation and information supporting the approval of the CEQA Categorical Exemptions from CEQA review pursuant to CEQA Guidelines sections 15301 and 15302 is found at Attachment 1 to this Agenda Report.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** CEQA Categorical Exemptions (Class 1 and Class 2), reconstruction of existing pavement, in the same location and site, with no change in land use or increase in Airport capacity.

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



**IMPACT ON OPERATIONS:** Construction would be scheduled to avoid or minimize impacts to aircraft operations to the extent feasible, including scheduling night-time work.

**SCHEDULE:** Construction is expected to begin in Quarter 1, calendar year 2026, and occur over a period of approximately three months.

**ATTACHMENTS:**

1. Exhibit 1 – Project Area Taxilane G
2. Notice of Exemption
3. Attachment 1 - Explanation of Categorical Exemptions Pursuant to the California Environmental Quality Act for the Taxilane G Reconstruction Project

**STAFF REVIEW AND APPROVAL:**

Originator:	<u>Heba Shanaa, Senior Environmental Planner</u>
Originating Dept.:	<u>Capital Development Division</u>
Director Review:	<u>N/A</u>
Chief Review:	<u></u>
CFO Review:	<u>N/A</u>
CEO Approval:	<u></u>

This Agenda Report has been reviewed by OIAA General Counsel.

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein, which 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. Hours to review are between 8:30 a.m. and 4:30 p.m., Monday through Friday, although these hours and review procedures may be modified. In that case, the documents may be requested by email at [clerk@flyontario.com](mailto:clerk@flyontario.com).



# Notice of Exemption

## Appendix E

**To:** Office of Planning and Research  
P.O. Box 3044, Room 113  
Sacramento, CA 95812-3044

County Clerk

County of: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**From:** (Public Agency): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Address)

Project Title: \_\_\_\_\_

Project Applicant: \_\_\_\_\_

Project Location - Specific:

Project Location - City: \_\_\_\_\_ Project Location - County: \_\_\_\_\_

Description of Nature, Purpose and Beneficiaries of Project:

Name of Public Agency Approving Project: \_\_\_\_\_

Name of Person or Agency Carrying Out Project: \_\_\_\_\_

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: \_\_\_\_\_
- Statutory Exemptions. State code number: \_\_\_\_\_

Reasons why project is exempt:

Lead Agency

Contact Person: \_\_\_\_\_ Area Code/Telephone/Extension: \_\_\_\_\_

**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?    Yes    No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Title: \_\_\_\_\_

Signed by Lead Agency    Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.  
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: \_\_\_\_\_



## Ontario International Airport Administration Offices

1923 E. Avion Street, Ontario, CA 91761

**ALAN D. WAPNER**  
President

**CURT HAGMAN**  
Vice President

**RONALD O. LOVERIDGE**  
Treasurer

**JIM W. BOWMAN**  
Secretary

**JULIA GOUW**  
Commissioner

**ATIF J. ELKADI**  
Chief Executive Officer

**LORI D. BALLANCE**  
General Counsel

**OCTOBER 23, 2025**

## Attachment 1 – Taxilane G Reconstruction Project

### Explanation of Categorical Exemptions Pursuant to the California Environmental Quality Act for the Taxilane G Reconstruction Project.

#### Introduction

The Ontario International Airport Authority (OIAA or Authority), as the owner and operator of Ontario International Airport (ONT or Airport), located in the City of Ontario, California, proposes the Taxilane G Reconstruction project (Proposed Project) to replace deteriorated pavement conditions through full-depth reconstruction of Taxilane G and adjacent pavement west of Gate 36, along with pavement rehabilitation near the intersection of Taxiway N and Taxilane G. As Taxilane G is a critical airside corridor, the Proposed Project is essential to maintain safe and efficient aircraft operations at ONT. The Proposed Project is categorically exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Sections 15301 – 15302.<sup>1</sup>

#### Existing Conditions of Taxilane G

Taxilane G functions as the sole access point for aircraft transitioning from Taxiway N to Terminal 1 and the Federal Inspection Service (FIS) apron areas. However, Taxilane G and the pavement west of Gate 36 are experiencing significant deterioration. The OIAA periodically surveys airfield pavement, the condition of which is graded according to the Pavement Condition Index (PCI) system. PCI scores range from 0 to 100, with the following designations: good (100-86), satisfactory (85-71), fair (70-56), poor (55-41), very poor (40-26), serious (25-11), and failed (10-0). According to the pavement condition evaluation conducted in 2025, the PCI for Taxilane G was rated at 17 (Serious), while the pavement

<sup>1</sup> California Code of Regulations (CCR), Title 14, Division 6, Chapter 3, Sections 15000 – 15387.

area west of Gate 36 received a rating of 8 (Failed).<sup>2</sup> These ratings indicate that the pavement has reached the end of its useful life and requires immediate attention.

### Proposed Project

The Proposed Project would involve the full-depth reconstruction and rehabilitation of Taxiway G and the pavement area west of Gate 36. Please refer to **Exhibit 1** for a graphical representation of the Project Site. Project-related activities include:

- Demolition and removal of existing deteriorated pavement
- Full-depth reconstruction of the degraded pavement sections using asphalt concrete (AC) pavement designed for airside operations
- Pavement rehabilitation near the intersection of Taxiway N and Taxiway G to restore structural integrity
- Installation of new pavement layers engineered to accommodate current and anticipated aircraft and airside vehicle loads
- Application of new pavement markings and striping to meet operational and safety standards

All Project-related activities would be confined to previously disturbed areas within the existing pavement boundaries. Environmental and safety best management practices (BMPs) would be implemented throughout the Proposed Project's construction period to avoid and/or minimize disruption to Airport operations and ensure compliance with all applicable regulatory requirements.

Construction of the Proposed Project would require the use of the following equipment:

- Light- and medium-duty vehicles
  - Pickup trucks
  - Dump trucks
  - Milling equipment
  - Roller machine
  - AC paving machine
  - Excavator

Construction storage and staging for the Proposed Project would occur on Airport property at an existing Airport storage area west of the North Secured Area Access Point (SAAP). Construction access to the Project Site would be accommodated from the storage and staging area via a secured access gate approximately 1,500 feet west of the North SAAP. The construction haul route would be via Airport Drive, which provides access to the local and regional surface transportation network and Interstate 10, located north of the Project Site. All construction materials would be procured through available local and regional sources within the southern California region. Demolished materials would be tested and either diverted to recycling facilities or disposed of in the appropriate off-site facility.

Construction of the Proposed Project is estimated to begin in Quarter 1 of calendar year 2026. Construction would occur over a period of approximately three months. OIAA would schedule construction, as needed, to avoid or minimize

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<sup>2</sup> Burns & McDonnell, *Taxilane Golf Pavement Assessment Report*, 2025.

impacts to aircraft operations to the extent feasible, including scheduling night-time work. The Proposed Project would conclude upon completion of the identified reconstruction and rehabilitation activities, and would not result in increased aircraft operations or passenger activity at ONT.

### Project Need

Given Taxilane G's critical role as the sole access route in this portion of the airfield, the deteriorated pavement condition poses a direct risk to safe and efficient aircraft movement and ONT operations. The Pavement Assessment Report advises that without timely repairs, the OIAA should suspend self-powered aircraft operations in these areas, which would severely impact airfield efficiency and safety. Therefore, the Proposed Project is essential to restore pavement integrity, ensure uninterrupted and safe operations, and avoid the higher costs and operational impacts associated with emergency repairs. Full-depth reconstruction is also necessary to bring the taxilane into compliance with current FAA design standards.

### CEQA Categorical Exemption(s)

The State CEQA Guidelines identify a list of project "classes" determined to generally not have a significant effect on the environment and, therefore, be considered exempt from CEQA review. Projects may be eligible for exemption under multiple classifications described in State CEQA Guidelines Sections 15300-15333.

In this instance, the CEQA Lead Agency (OIAA) has determined that the Proposed Project is categorically exempt from further CEQA review in accordance with the following provisions:

- 14 California Code of Regulations (CCR) Section 15301 (Class 1) – Existing Facilities

*Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.*

- 14 CCR Section 15302 (Class 2) – Replacement or Reconstruction

*Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced.*

The Proposed Project is exempt from further CEQA review pursuant to the Class 1 and Class 2 categorical exemptions because it involves the reconstruction and rehabilitation of existing pavement infrastructure without expanding its use, capacity, or altering its footprint. Ground disturbance would be minimal and confined to previously disturbed areas within the existing Taxilane G and adjacent areas. The Proposed Project would comply with applicable federal, state, and local regulations as a matter of law, and would implement environmental and safety BMPs. Additionally, given the limited scope and duration of construction and the Project location, the Proposed Project would not have any significant adverse effects on the environment due to unusual circumstances, and none of the exceptions in Public Resources Code Section 21084(c), (d), and (e) and State CEQA Guidelines Section 15300.2 are applicable.

### Conclusion

For all the reasons discussed above, the Proposed Project's reconstruction and rehabilitation of existing airfield pavement within Taxilane G and the area west of Gate 36 are exempt from further CEQA analysis pursuant to the State CEQA Guidelines' Class 1 – Existing Facilities and Class 2 – Replacement or Reconstruction categorical exemptions.



**MEETING DATE:** NOVEMBER 17, 2025

**SUBJECT:** A RESOLUTION APPROVING THE AMENDED ONTARIO INTERNATIONAL AIRPORT SYSTEM RATES AND CHARGES FOR FISCAL YEAR 2025-2026

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDED ACTION(S):** Approve Resolution 2025-09 approving the amended Airport System Rates and Charges for Fiscal Year 2025-2026 at the Ontario International Airport Authority (Authority).

**FISCAL IMPACT SUMMARY:** The Signatory Landing Fee and Terminal Rental Rate, along with other Airport Rates, Fees, and Charges, are being amended from \$1.99 to \$1.38 per 1,000 lbs. maximum gross landed weight, and \$92.76 to \$151.68 per square foot per year, respectively, based on the new Airfield and Terminal Requirement rate calculation method(s) in the new 2025 Operating Use and Terminal Lease Agreement (ULA) effective July 1<sup>st</sup>, 2025. The increase in rates will ensure proper coverage of the requirements for the Fiscal Year 2025-2026 budget.

**BACKGROUND:** The Authority completed negotiations for the ULA with the Signatory Airlines, and the ULA has been presented and approved by the OIAA Commission at its Regular Meeting on July 24, 2025. Signatory Airlines received copies of their agreements and were provided a deadline to execute the agreement by November 2025. Staff has received executed agreements; this amendment to the Rates and Charges schedule will allow updated rates to be charged per the new ULA.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** 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)].

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

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** N/A

**ATTACHMENTS:**

1. Resolution No. 2025-09 – Rates and Charges FY 2025-2026

**STAFF REVIEW AND APPROVAL:**

Originator:	<u>Annie Lin, Director of Airline Affairs &amp; Properties</u>
Originating Dept.:	<u>Revenue Management</u>
Director Review:	<u>N/A</u>
Chief Review:	<u><i>Elm J. Peng</i></u>
CFO Review:	<u><i>Celeste Heinonen</i></u>
CEO Approval:	<u><i>Atif Qkadi</i></u>

This Agenda Report has been reviewed by OIAA General Counsel.

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein, which 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. Hours to review are between 8:30 a.m. and 4:30 p.m., Monday through Friday, although these hours and review procedures may be modified. In that case, the documents may be requested by email at [clerk@flyontario.com](mailto:clerk@flyontario.com).

**RESOLUTION NO. 2025-09**

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**A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT  
AUTHORITY APPROVING THE AMENDED AIRPORT SYSTEM RATES  
AND CHARGES FOR FISCAL YEAR 2025-2026**

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**WHEREAS**, the Ontario International Airport Authority (“the Authority” or “OIAA”) was established under a Joint Exercise 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 staff, including the Chief Executive Officer (“CEO”) and the Chief Financial Officer (“CFO”) of the Authority, have determined the Authority’s Operating Budget for Fiscal Year 2025-26 in accordance with the provisions of the Joint Powers Agreement; and

**WHEREAS**, the Authority staff have consulted with the Airport and Airline Affairs Committee (“AAAC”) in regard to the proposed operating budget and amended rates and charges schedule for the aeronautical rates for Fiscal Year 2025-26, and the AAAC has not expressed any objections to its adoption or implementation; and

**WHEREAS**, the Authority Commission has reviewed the proposed amended Airport System Rates and Charges for Fiscal Year 2025-26 and has held a public meeting relative to its adoption.

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

**SECTION 1.** The Ontario International Airport Authority Commission hereby approves the amended Airport System Rates and Charges, effective July 1, 2025, as attached as Exhibit “A”, and by this reference incorporated.

**SECTION 2.** Effective Date. This Resolution will take effect immediately upon its adoption.

**SECTION 3.** Certification. The Secretary/Assistant Secretary shall certify as to the adoption of this Resolution.

**PASSED, APPROVED, AND ADOPTED** at a Special Meeting this 17 day of November, 2025.

\_\_\_\_\_  
ALAN D. WAPNER, OIAA PRESIDENT

ATTEST:

\_\_\_\_\_  
COMMISSION CLERK/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
LORI D. BALLANCE, GENERAL COUNSEL

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

I, Commission Clerk/Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY the foregoing Resolution No. 2025-09 is the original and was duly passed and adopted by the Commission of the Ontario International Airport Authority at their Special Meeting held November 17, 2025, by the following roll call vote, to wit:

AYES:            COMMISSIONERS:

NOES:            COMMISSIONERS:

ABSENT:          COMMISSIONERS:

\_\_\_\_\_  
COMMISSION CLERK/ASSISTANT SECRETARY

(SEAL)

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY**  
**AIRPORT SYSTEM RATES AND CHARGES FY2025-2026**  
**EXHIBIT A**



Type	Unit	Signatory	Non-Signatory
<b>Landing Fees:</b>			
Aircraft over 25,000 pounds	Per 1,000 lbs. MGLW <sup>i</sup>	\$ 1.38	\$ 1.72
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
<b>Terminal Rental Rates:</b>			
Terminal Space <sup>o</sup>	PSFPM	\$ 12.64	\$ 15.81
Ground Transportation Center	PSFPM	\$ 7.26	\$ 9.08
<b>Terminal Use Fees:</b>			
Gate Use Fee <sup>d</sup>	Per Turn	\$ 238.00	\$ 297.50
Common Use Ticket Counter Fee	Per Position Per Hour	\$ 19.00	\$ 23.75
<b>Joint Use Fees<sup>f</sup>:</b>			
Domestic Inbound Baggage Claim System Joint Use Fee	Per Deplaned Domestic Passenger	Based on Domestic Inbound Baggage Claim System Joint Use Formula <sup>g</sup>	
Baggage Make-up System Joint Use Fee	Per Enplaned Passenger	Based on Baggage Make-up System Joint Use Formula <sup>h</sup>	
<b>FIS<sup>c</sup> Use Fees:</b>			
FIS Use Fee	Per Deplaned Passenger	\$ 11.00	\$ 13.75
<b>Ramp and Apron Charges</b>			
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	\$ 125.00
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	\$ 125.00
Each 15-minute period or fraction thereof in excess of 30 minutes for the cleanup of fuel spills	Per 15 Minute Period	\$ 100.00	\$ 125.00
<b>Aircraft Parking Charges<sup>a</sup></b>			
Parking Rate Per Airplane (Diversions) - 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	\$ 1.10	\$ 1.38
Parking Rate Per Airplane (Non-Diversions) - 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	\$ 0.65	\$ 0.81
<b>Ground Support Equipment Fee</b>			
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	\$ 562.50
<b>Passenger Facility Charge - (PFC)</b>			
Passenger Facility Charge - (before \$0.11 administrative fee)	Per Enplaned Passenger	\$	4.50

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
AIRPORT SYSTEM RATES AND CHARGES FY2025-2026  
EXHIBIT A**

<b>Type</b>	<b>Unit</b>	<b>Rates / Fees / Charges</b>
<b>Parking Rates</b>		
<i>Lot 1</i>		
General Parking	Per Day	\$ 20.00
<i>Lot 2</i>		
Premium Parking Daily / Immediately in front	Per Day	\$ 35.00
General Parking	Per Day	\$ 30.00
<i>Lot 3</i>		
Daily Parking	Per Day	\$ 25.00
<i>Lot 4</i>		
Premium Parking Daily / Immediately in front	Per Day	\$ 35.00
General Parking	Per Day	\$ 30.00
<i>Lot 5</i>		
Daily Parking	Per Day	\$ 20.00
<i>Lot 6</i>		
Daily Parking	Per Day	\$ 20.00
<p style="text-align: center;">Parking Rates shown above are listed as is during the time of approval of this Rates &amp; Charges Exhibit. Rates may be subject to change from time to time without amendment of this exhibit. Current rates are always listed at <a href="https://www.flyontario.com/parking/lots">https://www.flyontario.com/parking/lots</a>.</p>		
<i>Employee Parking</i>		
Employee with SIDA Badge	Per Month	\$ 50.00
Employee without SIDA Badge	Per Month	\$ 175.00
<b>Ground Transportation Permits/Agreements</b>		
Non-Exclusive Operating Agreement	Annually Per Agreement	\$ 100.00
TNCs	Per Drop-Off / Pickup	\$ 5.00
Charter Limousines/Sedan	Per Seat Capacity <sup>1</sup>	\$ 1.00
Charter Buses	Per Seat Capacity <sup>1</sup>	\$ 1.00
Charter Vans	Per Seat Capacity <sup>1</sup>	\$ 1.00
Taxi Cabs	Per Pick-Up	\$ 4.00
Hotel/Motel Courtesy Van Annual Permit*	Per Company Per Month	\$ 704.00
*Note: When a Ground Transportation Management System is implemented, this fee shall be adjusted to a flat rate of \$750 per month (for up to 40 trips per day). Any trips exceeding the daily limit will be charged at \$3 per trip.		
<b>Ground Transportation Fees</b>		
Ground Transportation Administrative Fee	Annually Per Company	\$ 100.00
Transponder Fee	Per Transponder	\$ 50.00
Transponder Fee Replacement	Per Replacement	\$ 50.00
<b>Customer Facility Charge - (CFC)</b>		
Customer Facility Charge	Per Transaction	\$ 10.00

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
AIRPORT SYSTEM RATES AND CHARGES FY2025-2026  
EXHIBIT A**

<b>Type</b>	<b>Unit</b>	<b>Rates / Fees / Charges</b>
<b>Clerk's Office Fees</b>		
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
<b>Badging Fees</b>		
New Badging/Fingerprinting	Each	\$ 100.00
Badge Renewal	Each	\$ 80.00
Badge Re-Issuance <sup>b</sup>	Each	\$ 50.00
First Lost or Stolen Badge Replacement	Each	\$ 100.00
Second Lost or Stolen Badge Replacement	Each	\$ 150.00
Unrecovered Badge Fee	Each	\$ 500.00
Missed Appointment Fee	Each	\$ 25.00
<b>Annual Permits and Licenses</b>		
Motor Vehicle Operating Permit	Every Two Years, Per Vehicle	\$ 200.00
Non-Exclusive License Agreement	Annually Per Company	\$ 500.00
Fuel Delivery Permit	Annually Per Company	\$ 1,000.00
<b>Ground and Facility Rental Rates<sup>o</sup> - Minimum</b>		
Unpaved Areas	PSFPM	\$ 0.18
Paved for Autos/Vehicles	PSFPM	\$ 0.22
Paved for Aircraft	PSFPM	\$ 0.27
General Building/Hangar Rate	PSFPM	\$ 0.35
Seasonal/Short-Term Use	PSFPM	\$ 0.25
<b>Fuel Delivery Fees</b>		
Aviation Gasoline	Per Gallon	\$ 0.05
Turbine Fuel	Per Gallon	\$ 0.05
Lubricants	Per Gallon	\$ 0.15
<b>Property/Facilities Fees</b>		
Cypher Lock Installation	Per Lock	\$ 500.00
Additional Tenant Keys	Per Key	\$ 20.00
Conference Room Rental	Per Hour	\$ 125.00
Additional Fee for Space Rental	Per Rental	\$ 100.00
<b>Terminal Utility Rates</b>		
Electricity	PSFPM	\$ 1.32
Gas	PSFPM	\$ 0.09
Water/Sewer	PSFPM	\$ 0.30

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
AIRPORT SYSTEM RATES AND CHARGES FY2025-2026  
EXHIBIT A**

Type	Unit	Rates / Fees / Charges	
<b>Film-Related Fees</b>			
<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>Production Vehicles - Parking</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>Airport Personnel</i>			
Airport Film Staff	Per Hour	\$	100.00
Mechanics / Electricians	Minimum Per Hour	\$	80.00
Mechanics / Electricians	Maximum Per Hour	\$	100.00
Operations Staff / Custodial	Minimum Per Hour	\$	40.00
Operations Staff / Custodial	Maximum Per Hour	\$	100.00
Security Staff (with TSA Credentials)	Per Hour	\$	50.00
<i>Location Use Fees<sup>1</sup></i>			
<b>Location</b>	<b>Prep/Strike Day</b>	<b>Film Day</b>	
Lockheed Hangars (Each)	\$ 4,000.00	\$	6,000.00
National Guard Hangar (NGN) - INTERIOR	\$ 4,000.00	\$	6,000.00
National Guard Hangar (NGN) - EXTERIOR	\$ 4,000.00	\$	6,000.00
Terminal 1 (Old Closed Terminal)	\$ 4,000.00	\$	6,000.00
Terminal 2 (Active) - Curb Scene*	\$		5,000.00
Terminal 2 (Active) - Baggage Claim*	\$		5,000.00
Terminal 2 (Active) - Ticket Window*	\$		5,000.00
*50% Discount applies on the second or third location booked in Terminal 2			
Hangar 34	\$ 4,000.00	\$	5,000.00
Hangar 11	\$ 4,000.00	\$	5,000.00
Boeing 727 (Plane Exterior Only)	\$		2,000.00
Boeing 727 (Plane Exterior & Interior)	\$		4,000.00
Parking Lots Used for Set Design	\$ 4,000.00	\$	5,000.00
<i>Location Use Fees - Overtime</i>			
Beyond 12 hours	Per Hour	\$	500.00
Beyond 16 hours	Per Hour	\$	1,000.00
<i>Filming Fees Billed Separately</i>			
Ontario Police (OPD); Police Services i.e. Airfield or Traffic/Curbside			
Guardian Jet Center; Optional Hangar/Plane Use			
Plane Tug Operations			

Additional Clarifications:

- (a) "Aircraft Parking Charges" – Any airline parked on a gate that is not the airline's preferential gate shall be subject to this charge.
- (b) "Badge Re-Issuance" – Adding badge icons, replacing a badge, and reprinting of a badge is considered a Badge Re-Issuance.
- (c) "FIS" – Federal Inspection Services facility, also known as the International Arrivals Terminal where Customs and Border Protection inspect arriving passengers from a foreign country.
- (d) "Gate Use Fee" – Charged to any airline that uses a gate that is not its Preferential Gate in accordance with its agreement with the Airport. This fee is scaled based on the number of seats in the aircraft making the turn as follows:

Tier	Seats	Multiplier
1	0 – 120	75%
2	121 – 180	100%
3	181 – 240	133%
4	241+	200%

- (e) "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.
- (f) "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 and Air Carrier Operating Permit. The Joint Use Fee is split into the Domestic Inbound Baggage Claim System Joint Use Fee, and the Baggage Make-up System Joint Use Fee.
- (g) "Domestic Inbound Baggage Claim System Joint Use Formula" – The formula used to prorate eighty percent (80%) of the Domestic Inbound Baggage Claim System Requirement (as defined in the Operating Use and Terminal Lease Agreement) by the annual number of all Deplaned Domestic Passengers at the Airport during the Fiscal Year, and twenty percent (20%) prorated equally among all Signatory Airlines utilizing the system.
  - a. The Non-Signatory Airlines' rate will be 125% of a fee that is calculated by dividing 100% of the Domestic Inbound Baggage Claim System Requirement by the annual number of Deplaned Domestic Passengers for the associated airline.
- (h) "Baggage Make-up System Joint Use Formula" – The formula used to prorate ninety percent (90%) of the Baggage Make-up System Requirement (as defined in the Operating Use and Terminal Lease Agreement) by the annual number of all Enplaned Passengers at the Airport during the Fiscal Year, and ten percent (10%) prorated equally among all Signatory Airlines utilizing the system.
  - a. The Non-Signatory Airlines' rate will be 125% of a fee that is calculated by dividing 100% of the Baggage Make-up System Requirement by the annual number of Enplaned Passengers for the associated airline.
- (i) "Location Use Fees" – Rates are based on a maximum of 12 hours. Any overtime will incur additional charges as listed under *Location Use Fees – Overtime*.

- (j) "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.
- (k) "Non-Signatory Air Carrier" – A cargo or passenger carrier that has not entered into the Operating Use and Terminal Lease Agreement with the OIAA.
- (l) "Per Seat Capacity" – The maximum number of passengers that the vehicle can accommodate.
- (m) "PSFPM" – Per Square Foot Per Month.
- (n) "Signatory Air Carrier" – A cargo or passenger carrier that has entered into the Terminal Operating Use and Terminal Lease Agreement with the OIAA.
- (o) "Terminal Space" – Includes Terminal 1, Terminal 2, and Terminal 4, and the Federal Inspection Services Facility (International Arrivals Terminal).



**MEETING DATE:** NOVEMBER 17, 2025

**SUBJECT:** ADOPTION OF A RESOLUTION ACKNOWLEDGING AND REAFFIRMING ITS COMMITMENT TO COMPLIANCE WITH AIRPORT REVENUE USE REQUIREMENTS AT ONTARIO INTERNATIONAL AIRPORT AUTHORITY

**RELEVANT STRATEGIC OBJECTIVE:**  Invest in ONT  Master the Basics  Plan for the Future

**RECOMMENDED ACTION(S):** Adopt Resolution No. 2025-10 acknowledging and re-affirming its commitment to compliance with Airport Revenue Use requirements established by Federal Law when pursuing airport promotion activities.

**FISCAL IMPACT SUMMARY:** Adoption of the recommended Resolution would result in no direct change to the fiscal posture of Ontario International Airport Authority (OIAA) /Ontario International Airport (ONT). Adoption of the recommended Resolution would inform future expenditures of airport revenue for purposes of promoting ONT.

**BACKGROUND:** As described in more detail in the recommended Resolution, federal law requires that airport revenue generated by OIAA / ONT be spent on the capital or operating costs of ONT and in accordance with implementing policies adopted by the Federal Aviation Administration (FAA). The recommended Resolution is an acknowledgment and re-affirmation of OIAA's commitment to complying with federal law governing the use of airport revenue for airport promotion purposes.

The recommended Resolution addresses the use of airport revenue specifically for airport promotion and marketing proposals, partnership opportunities, sponsorship agreements, charitable donations and other similar types of expenditure. In order to ensure the proper utilization of airport revenue in this context, and avoid unlawful revenue diversion (which is a violation of federal law and can result in adverse consequences to OIAA / ONT), the recommended Resolution contains a series of directions from the OIAA Commission to OIAA staff regarding the procedures to be utilized by staff in substantiating airport revenue expenditures for the purpose of promoting ONT.

The recommended Resolution is consistent with and in furtherance of recent correspondence and communications between the FAA and the OIAA on this topic.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A

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

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** N/A

**ATTACHMENTS:**

1. Resolution No. 2025-10 – Airport Revenue Use

**STAFF REVIEW AND APPROVAL:**

Originator:	Celeste Heinonen, Senior Vice President of Finance/Chief Financial Officer
Originating Dept.:	Finance Division
Director Review:	N/A
Chief Review:	N/A
CFO Review:	<i>Celeste Heinonen</i>
CEO Approval:	<i>Atif Okadi</i>

This Agenda Report has been reviewed by OIAA General Counsel.

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein, which 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. Hours to review are between 8:30 a.m. and 4:30 p.m., Monday through Friday, although these hours and review procedures may be modified. In that case, the documents may be requested by email at [clerk@flyontario.com](mailto:clerk@flyontario.com).

## RESOLUTION NO. 2025-10

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### A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY ACKNOWLEDGING AND RE-AFFIRMING ITS COMMITMENT TO COMPLIANCE WITH AIRPORT REVENUE USE REQUIREMENTS ESTABLISHED BY FEDERAL LAW WHEN PURSUING AIRPORT PROMOTION ACTIVITIES

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**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 for the purpose of operating, maintaining, developing and marketing the Ontario International Airport (“ONT”); and

**WHEREAS**, ONT is a federally-obligated airport due to its receipt and utilization of federal funding to support its development and operation; and

**WHEREAS**, because of its federally-obligated status, OIAA’s operation of ONT is subject to oversight from the U.S. Department of Transportation’s Federal Aviation Administration (“FAA”); and

**WHEREAS**, amongst the framework of federal requirements that relate to OIAA’s operation of ONT are those specific obligations pertaining to and governing the use of airport revenue; and

**WHEREAS**, pursuant to Title 49 of the U.S. Code at section 47133, subdivision (a), revenue generated by an airport that is the recipient of federal assistance must be spent on the capital or operating costs of the airport, the local airport system, or any other local facility that is owned and operated by the entity that owns or operates the airport that is directly and substantially related to the air transportation of passengers or properties; and

**WHEREAS**, the FAA’s Grant Assurances – which are contractual promises required in exchange for an airport’s receipt of federal funding – expressly restate the requirements of Title 49 of the U.S. Code at section 47133, subdivision (a); and

**WHEREAS**, the FAA adopted its *Policy and Procedures Concerning the Use of Airport Revenue* (64 Fed. Reg. 7696 [Feb. 16, 1999]) to further inform federally-obligated airports and their sponsors about the specific parameters that delineate the acceptable and unacceptable uses of airport revenue; and

**WHEREAS**, airport revenue is comprised of all fees, charges, rents, or other payments received by or accruing to an airport sponsor for the right to conduct an activity on the airport or use or occupy airport property, for the sale or other transfer of airport property, or from the sponsor’s aeronautical activities; and

**WHEREAS**, under the operative federal legal rubric, airport revenue is required to be used to support the capital and operating costs of an airport, such as (but not limited to) costs associated with airport facilities and airfield improvement projects, employee salaries and benefits, marketing expenses related to promotion of the airport and its services, structured air carrier incentive programs, government services in the proportion they serve the airport, and lobbying and attorneys’ fees; and

**WHEREAS**, the use of airport revenue for improper purposes is considered to be unlawful revenue diversion (see also section 47107, subdivision (k)(2), in Title 49 of the U.S. Code); examples of improper diversion include, but are not limited to, permitting the nonaeronautical use of facilities at less than fair market value, as well as direct or indirect payments that: (i) exceed the fair and reasonable value of services and facilities provided to an airport, (ii) support general economic development, (iii) provide direct subsidies to air carriers, or (iv) promote or market activities that are unrelated to an airport or result in an expenditure that is excessive or unreasonable; and

**WHEREAS**, an airport that unlawfully diverts airport revenue is potentially subject to various adverse consequences, such as the repayment of the diverted amount with interest, the withholding of future grants and modification of existing grants by federal agencies, the withholding of federal approval for passenger facility charge requests, and litigation in federal court, including civil penalties.

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

**SECTION 1.** The Ontario International Airport Authority Commission hereby acknowledges and re-affirms its commitment to complying with applicable FAA rules and regulations for the use of airport revenue. To this end, the Commission hereby directs OIAA staff to:

- a) Evaluate the compliance of all future airport promotion and marketing proposals, partnership opportunities, sponsorship agreements, charitable donations and other similar types of expenditures (collectively, "ONT promotion activities") relying on airport revenue with applicable FAA policies on the use of airport revenue;
- b) Demonstrate that all future expenditures associated with ONT promotion activities are reasonably anticipated to result in the proportionate promotion of ONT through the preparation of supporting analysis that utilizes appropriate qualitative and/or quantitative factors;
- c) Provide the Commission with evidence and analysis regarding the compliance of ONT promotion activities with applicable FAA policies on the use of airport revenue whenever ONT promotion activities are presented to the Commission for consideration and potential approval;
- d) Monitor the implementation phase of ONT promotion activities, and take appropriate actions, as needed, to ensure that the benefits anticipated through the corresponding expenditures are realized;
- e) Consult with the FAA and OIAA's Office of General Counsel, as needed, for assistance and support in understanding and applying the FAA's policies governing the use of airport revenue; and
- f) Ensure that key staff participate in educational opportunities and programs sponsored by the FAA and/or airport sector industry groups on the topic of airport revenue use on an annual basis.

**SECTION 2.** Effective Date. This Resolution will take effect immediately upon its adoption.

**SECTION 3.** Certification. The Secretary/Assistant Secretary shall certify as to the adoption of this Resolution.

**PASSED, APPROVED, AND ADOPTED** at a Special Meeting this 17th day of November, 2025.

\_\_\_\_\_  
ALAN D. WAPNER, OIAA PRESIDENT

ATTEST:

\_\_\_\_\_  
COMMISSION CLERK/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
LORI D. BALLANCE, GENERAL COUNSEL

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

I, Commission Clerk/Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY the foregoing Resolution No. 2025-10 is the original and was duly passed and adopted by the Commission of the Ontario International Airport Authority at their Special Meeting held November 17, 2025, by the following roll call vote, to wit:

AYES:            COMMISSIONERS:

NOES:            COMMISSIONERS:

ABSENT:          COMMISSIONERS:

(SEAL)

\_\_\_\_\_  
COMMISSION CLERK/ASSISTANT SECRETARY