

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
REGULAR COMMISSION MEETING
MINUTES
SEPTEMBER 25, 2018**

A regular meeting of the Ontario International Airport Authority was held on Tuesday, September 25, 2018, 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 3:04 p.m.

ROLL CALL

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

ABSENT: Commissioners: Curt Hagman.

Also present were: Chief Executive Officer Mark A. Thorpe, General Counsel Lori D. Ballance and Assistant Secretary Claudia Y. Isbell.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice President Loveridge.

PUBLIC COMMENT

Chet Sobotka: introduced himself as the new director of Traveler's Aid.

Rudy Favila: spoke on noise concerns.

Bonnie Brinksma: spoke on noise concerns and inquired when new flight patterns were going to be implemented.

POSSIBLE CONFLICT OF INTEREST ISSUES

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Note: agenda item contractors, subcontractors and agents which may require member abstentions due to conflict of interests and financial interests. Commission Member abstentions shall be stated under this item for recordation on the appropriate item.

There were no conflict of interests reported.

CONSENT CALENDAR

MOTION: Moved by Secretary Bowman, seconded by Commissioner Gouw and carried by a vote of 4-0-1, with Commissioner Hagman absent, to approve the consent calendar as presented and adopt Resolution Nos. 2018-17 and 2018-18.

2. APPROVAL OF MINUTES

Approved minutes for the regular meeting of the Ontario International Airport Authority on August 28, 2018, approving same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

Approved bills from August 1, 2018 through August 30, 2018 and Payroll August 1, 2018 through August 30, 2018.

4. APPROVAL OF MEETING STIPENDS

The Ontario International Airport Authority Commission approved meeting stipends for President Wapner.

5. AWARD OF CONTRACT TO AMG AND ASSOCIATES, INC. FOR THE SWA AND MTS CARGO RELOCATION PROJECT AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority approved and awarded a contract to AMG and Associates, Inc. for the demolition of existing blast wall and bus terminal, and the design, construction and installation of two fabric structures in the amount of \$12,312,978. The budget for Fiscal Year 2019, contained an initial estimated amount of \$4,000,000 for the fabricated structures. The remaining \$8,300,000 for the installation and construction of the facilities will be funded through existing cash balances for an overall cash outlay of \$12,312,978 by fiscal year ending June 30, 2019.

6. APPROVE THE SELECTION OF AND AUTHORIZE THE CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH RS&H CALIFORNIA, INC. FOR AIRSIDE AND LANDSIDE PAVEMENT MANAGEMENT SYSTEM PROJECT AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority approved the selection of and authorized the CEO to negotiate and execute a contract with RS&H California, Inc. for Airside and Landside Pavement Management System project. The FY2018/19 budgeted amount for the Airside and Landside Pavement Management System project was \$1,500,000. The OIAA executed the FAA Grant offer 3-06-0175-044-2018 on September 4, 2018, for the Airside and Landside Pavement Management

project. The FAA Grant is in the amount of \$709,780, is AIP funding available for reimbursement for the Airside and Landside Pavement Management System project.

7. APPROVE THE SELECTION OF AND AUTHORIZE THE CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH HNTB CORPORATION FOR GIS DATA COLLECTION, NARRATIVE REPORT AND AIRPORT LAYOUT PLAN PROJECT AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority approved the selection of and authorized the CEO to negotiate and execute a contract with HNTB Corporation for GIS Data Collection, Narrative Report and Airport Layout Plan project. The FY2018/19 budgeted amount for the GIS Data Collection, Narrative Report and Airport Layout Plan project was \$1,500,000. The FAA anticipates making the grant offer for the project in the next federal fiscal year in the second quarter of 2019. The next federal fiscal year commences on October 1, 2018.

8. APPROVE THE FIRST ONE-YEAR EXTENSION OPTION WITH SECURITAS SECURITY USA INC., FOR AS-NEEDED SECURITY SERVICES AT ONTARIO INTERNATIONAL AIRPORT AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE THE SECOND ONE-YEAR EXTENSION OPTION FOR THE THIRD AND FINAL CONTRACT YEAR

The Ontario International Airport Authority approved the first one-year extension (second contract year), including a 3.9% increase for security personnel, for an annual amount not to exceed \$470,000, and authorized the Chief Executive Officer to execute the second extension option (third/final contract year), and associated staff percentage increase, for an amount not to exceed \$1,410,000 over the term of contract. Funding for this contract is approved under the Operations and Maintenance Fiscal Year 2019 Budget. Funding for subsequent years will be requested through the annual budget process.

9. APPROVE THE FIRST ONE-YEAR EXTENSION OPTION WITH GROUP & WANG ASSOCIATES FOR DEVELOPMENT OF AN AIR SERVICE MARKETING STRATEGY FOR RECRUITMENT OF AIRLINES FROM THE PEOPLE'S REPUBLIC OF CHINA (PRC) AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE THE SECOND ONE-YEAR EXTENSION OPTION FOR THE THIRD AND FINAL CONTRACT YEAR

That the Ontario International Airport Authority approve the first one-year extension (second contract year) for an annual amount not to exceed \$300,000 and an overall amount not to exceed \$900,000 over the contract term, and authorized the Chief Executive Officer to execute the second extension option (third/final contract year). Funding for this contract is approved under the Fiscal Year 2019 budget. Funding for subsequent years will be requested through the annual budget process.

10. APPROVE THE FIRST ONE-YEAR EXTENSION OPTION WITH GUGE MARKETING FOR ADVERTISING, MARKETING, CREATIVE DEVELOPMENT, MEDIA BUYS AND OTHER RELATED SERVICES AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE THE SECOND ONE-YEAR EXTENSION OPTION FOR THE THIRD AND FINAL CONTRACT YEAR

The Ontario International Airport Authority approved the first one-year extension (second contract year) for an amount not to exceed \$300,000 and an overall amount not to exceed \$900,000 over the contract term, and authorized the Chief Executive Officer to execute the second extension option for the third/final contract year. Funding for this contract is approved under the Fiscal Year 2019 budget. Funding for subsequent years will be requested through the annual budget process.

11. A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY TO EXTEND THE DURATION OF INCENTIVES UNDER THE OIAA INTERNATIONAL AIR CARRIER INCENTIVES POLICY

The Ontario International Airport Authority amend the Air Carrier Incentives Policy (ACIP), originally adopted on by Resolution No. 2017-11 on September 28, 2017, to extend the duration of incentive benefits for passenger airlines offering qualifying international services at ONT from its current length of 12 months to the earlier of 24 months or the commencement of operations at the replacement U.S. Customs and Border Protection (USCBP) Federal Inspection Station (FIS) in Terminal 2 at ONT.

RESOLUTION NO. 2018-17 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION TO EXTEND THE DURATION OF INCENTIVES UNDER THE OIAA INTERNATIONAL AIR CARRIER INCENTIVES POLICY

12. RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY ADOPTING A TICKET DISTRIBUTION POLICY

The Ontario International Airport Authority adopted a ticket distribution policy in accordance with state law. From time to time, the OIAA receives "tickets or passes" from third party sources, both public and private to allow OIAA public officials to conduct outreach and promotional activities. Under Title 2 of the California Code of Regulations, Section 18944.1, tickets and/or passes are defined as an admission to a facility, event, show or performance for an entertainment, amusement, recreational, or similar purpose.

RESOLUTION NO. 2108-18 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY ADOPTING A TICKET DISTRIBUTION POLICY

ADMINISTRATIVE DISCUSSION/ACTION/REPORT

13. A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING FULL COST RECOVERY OF ACCOMMODATED DIVERTED FLIGHTS

The Ontario International Airport Authority adopted a resolution establishing rates to recover the full cost of accommodating diverted flights by non-signatory airlines, which are irregular, non-scheduled operations, unlike scheduled flights.

RESOLUTION NO. 2018-19 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING FULL COST RECOVERY OF SERVICES PROVIDED TO ACCOMMODATE IRREGULAR FLIGHT OPERATIONS DIVERTED TO ONTARIO INTERNATIONAL AIRPORT

CEO Thorpe provided a brief presentation.

Vice President Loveridge asked questions regarding the number of diversion and the type of prior notice ONT.

CEO Thorpe provided a brief explanation regarding diverted flights.

MOTION: Moved by Vice President Loveridge, seconded by Secretary Bowman and carried by a vote of 4-0-1, with Commissioner Hagman absent, to adopt Resolution No. 2018-19.

STAFF MATTERS

There were no updates.

COMMISSIONER MATTERS

Commissioner Gouw had no comments.

Secretary Bowman had no comments.

Vice President announced the field trip to San Diego airport on October 29, 2018 and stated he was interested in understanding what J.D. Powers looks for when ranking airports.

President Wapner spoke on his efforts to create an aviation task force and an aviation technical advisory committee that will focus on connecting all the airports in Southern California into a Southern California Regional Network.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:25 p.m.

RESPECTFULLY SUBMITTED:



CLAUDIA Y. ISBELL, CLERK OF THE BOARD

APPROVED:



ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY