

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
SPECIAL COMMISSION MEETING
MINUTES
DECEMBER 23, 2019**

A special meeting of the Ontario International Airport Authority was held on Monday, December 23, 2019, 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 3:00 p.m.

ROLL CALL

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

ABSENT: Commissioners: Curt Hagman (excused).

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice President Loveridge.

INVOCATION

The invocation was led by Pastor Osbaldo Perez, Salvation Army, Ontario, CA.

PUBLIC COMMENT

There were no public comments.

AGENDA REVIEW/ANNOUNCEMENT

There were no announcements.

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

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

No conflicts were announced.

CONSENT CALENDAR

MOTION: Moved by Commissioner Gouw, seconded by Secretary Bowman and carried by a vote of 4-0-1, to approve the consent calendar including Resolution 2019-07 with a modification of the regular board meeting new set date and time to the fourth Thursday of every month at 2:00 p.m., with Commissioner Hagman absent.

2. APPROVAL OF MINUTES

Approved minutes for the meetings of the Ontario International Airport Authority regular meeting on November 26, 2019 and approving the same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

Approved bills November 1, 2019 through November 30, 2019 and Payroll November 1, 2019 through November 30, 2019.

4. APPROVAL OF MEETING STIPENDS

The Ontario International Airport Authority Commission approved meeting stipends for Commissioner Hagman for the month of November.

5. A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION, RESCINDING RESOLUTION 2016-015 AND DESIGNATING THE AUTHORITY'S NEW DATE AND TIME FOR OIAA REGULAR BOARD MEETINGS

The Ontario International Airport Authority Commission adopted a resolution rescinding Resolution No. 2016-015, establishing a new date and time for the regular Authority meetings to the fourth Thursday monthly at 2 p.m.

RESOLUTION NO. 2019-07 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION, RESCINDING RESOLUTION NO. 2016-015 AND DESIGNATING THE AUTHORITY'S NEW DATE AND TIME FOR REGULAR AUTHORITY MEETINGS

6. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONCESSION LEASE AGREEMENT WITH TRICOPIAN INC, d/b/a FUELROD FOR MOBILE CHARGING KIOSKS AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer (CEO) to execute a concession lease with Tricopian, Inc., d/b/a FuelRod (FuelRod) for one (1) year, with two (2) one-year extension, at the discretion of the CEO, to provide two kiosks in

Terminal 2 and two kiosks in Terminal 4 at Ontario International Airport (ONT). Upon the Rent Commencement Date of this agreement, FuelRod shall pay the OIAA an ten percent (10%) Concession Fee of its monthly Gross Receipts. Annual rent of \$120.84 per square foot shall be paid monthly upon occupancy for any office or storage space rented in the Terminals, if required to support their operations.

ADMINISTRATIVE DISCUSSION/ACTION/REPORT

7. APPROVAL OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY'S AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2019

That the Ontario International Airport Authority approve the Audited Financial Statements for the fiscal year ended June 30, 2019, presented in draft form, with the stipulation that no material changes to these financial statements will be made prior to their final distribution, and that the Auditor's opinion on the final financial statements contains no modifications from the Auditor's standard opinion.

OIAA outside auditor Brian Gruber, CPA of LSL CPAs spoke regarding the unmodified opinion audit results and answered commissioner questions. The audit was received and filed.

MANAGEMENT REPORT

CEO Mark Thorpe gave an update on cargo and passenger numbers for the month of November 2019 and gave a presentation of the year in review noting the accomplishments and growth of the airport in 2019.

COMMISSIONER MATTERS

Commissioner Gouw had no comments.

Secretary Bowman had no comments.

Vice President Loveridge had no comments.

President Wapner had no comments.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:22 p.m.

RESPECTFULLY SUBMITTED:



CLAUDIA Y. ISBELL, CLERK OF THE BOARD

APPROVED:



RONALD O. LOVERIDGE, VICE PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY