

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
REGULAR COMMISSION MEETING
MINUTES
TUESDAY, OCTOBER 24, 2017**

A regular meeting of the Ontario International Airport Authority was held on Tuesday, October 24, 2017, 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 3:05 p.m.

ROLL CALL

PRESENT: Commissioners: Jim W. Bowman, Curt Hagman, Alan D. Wapner and Ronald O. Loveridge (arrived at 3:31 p.m.).

ABSENT: Commissioners: Julia Gouw (excused).

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

Hearing no requests to speak, President Wapner recessed the regular meeting of the Ontario International Airport Authority to Closed Session at 3:05 p.m. with all Commissioners except Vice President Loveridge who arrived at 3:31 p.m.

CLOSED SESSION

- GC 54956.9, CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
One (1) case
- GC 54957, SAFETY AND SECURITY ISSUES
Ontario Police Department: Captain Dean Brown
- GC 54957, PUBLIC EMPLOYEE EMPLOYMENT
Chief Executive Officer

The Ontario International Airport Authority Commission regular meeting was reconvened in public session at 3:53 p.m. President Wapner announced that the Commission will continue Closed Session after the public session.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice President Loveridge.

PUBLIC COMMENTS

Sharon Barnes, chair of the Black Chamber of Commerce Inland Empire, spoke in support of Item No. 06, approval of the ACDBE program.

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 Commissioner Hagman, seconded by Secretary Bowman and carried by those present, with Commissioner Gouw absent, to approve the Consent Calendar as presented by a vote of 4-0-1.

2. APPROVAL OF MINUTES

Approved minutes for the regular adjourned meeting of the Ontario International Airport Authority on September 28, 2017 and special meetings of September 28, 2017 and October 7, 2017, as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

Approved bills September 1, 2017 through September 30, 2017 and Payroll September 1, 2017 through September 30, 2017.

4. APPROVAL OF MEETING STIPENDS

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

5. MAINTENANCE SERVICES AGREEMENT FOR TRAFFIC SIGNALS AND STREET LIGHTING FACILITIES BETWEEN THE CITY OF ONTARIO AND THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

The Ontario International Airport Authority (OIAA) Commission approved an agreement between the City of Ontario and the OIAA for the City of Ontario to provide maintenance services for traffic signals and street lighting facilities on designated intersections that are owned by the OIAA. The OIAA is allocating \$30,000 annually to cover routine maintenance work and extraordinary maintenance included in this contract.

6. A RESOLUTION ADOPTING AN AIRPORT CONCESSION DISADVANTAGED BUSINESS ENTERPRISE (ACDBE) PROGRAM IN ACCORDANCE WITH REGULATIONS OF THE U.S. DEPARTMENT OF TRANSPORTATION (DOT), 49 CFR PART 23

The Ontario International Airport Authority approved Resolution No. 2017-14 adopting the Airport Concessions Disadvantaged Business Enterprise (ACDBE) Program for the Ontario International Airport Authority (ONT).

RESOLUTION NO. 2017-14 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY TO AUTHORIZE AN AIRPORT CONCESSION DISADVANTAGED BUSINESS ENTERPRISE (ACDBE) PROGRAM IN ACCORDANCE WITH REGULATIONS OF THE U.S. DEPARTMENT OF TRANSPORTATION (DOT), 49 CFR PART 23.

7. A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING AN EMPLOYMENT AGREEMENT MARK A. THORPE AS THE CHIEF EXECUTIVE OFFICER

The Ontario International Airport Authority adopted Resolution No. 2017-15 approving an employment agreement between Ontario International Airport Authority (OIAA) and Mark Thorpe as Chief Executive Officer of OIAA; and authorized the CEO signature authority to execute contracts on behalf of the Commission for the acquisition of equipment, materials, supplies, labor services or other items up to a maximum of \$100,000 per fiscal year.

RESOLUTION NO. 2017-15 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING AN EMPLOYMENT AGREEMENT BETWEEN OIAA AND MARK THORPE AS THE CHIEF EXECUTIVE OFFICER OF THE OIAA.

8. APPROVAL OF A CONTRACT WITH KDG CONSTRUCTION CONSULTING TO PROVIDE CONSTRUCTION MANAGEMENT, CONSTRUCTION INSPECTION, MATERIALS TESTING, AND OTHER SUPPORT SERVICES FOR THE TAXIWAY S&W INTERSECTION REPAIR AND TAXIWAY S5 PROJECT AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer to execute a contract with KDG Construction Consulting in the amount of \$1,255,511 to provide construction management, construction inspection, materials testing, and other support services for the Taxiway S&W intersection repair and new Taxiway S5 project at Ontario International Airport. The cost to provide construction management and support services for this project is accounted for in the OIAA Fiscal Year 2018 budget. The cost for these services are to be paid for with a mix of FAA Airport Improvement Program (AIP) entitlement grant funds and OIAA appropriations. The approved action is consistent with already approved budget actions and does not change or add to any prior funding requests.

9. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE A NEW FOUR (4)-YEAR LEASE WITH U.S. GENERAL SERVICES ADMINISTRATION ON BEHALF OF THE TRANSPORTATION SECURITY ADMINISTRATION FOR AREAS IN TERMINALS 2 AND 4 AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority Commission authorized the Chief Executive Officer to execute a new four (4)-year lease with the U.S. General Services Administration (GSA) on behalf of the Transportation Security Administration (TSA). Under the new proposed lease, the GSA will pay to the Authority \$204.31 per square foot for 4,816 square feet of exclusive space in Terminals 2 and 4. This will generate \$983,956.96 in the first year of the new lease agreement, and \$4,147,298.40 over the four-year term, which includes a 3.5% rent increase each year during the term.

10. RATIFYING A MEMORANDUM OF UNDERSTANDING BETWEEN CHINA AIRLINES LIMITED AND ONTARIO INTERNATIONAL AIRPORT AUTHORITY SIGNED ON SEPTEMBER 29, 2017

The Ontario International Airport Authority (OIAA) ratified the Memorandum of Understanding between China Airlines Limited and the Ontario International Airport Authority signed on September 29, 2017.

11. AWARD PURCHASE OF XIRRUS WIFI EQUIPMENT FROM INYO NETWORKS TO UPGRADE THE CURRENT WIFI TECHNOLOGY AT THE ONTARIO INTERNATIONAL AIRPORT (ONT)

The Ontario International Airport Authority awarded the purchase of Xirrus WiFi equipment from Inyo Networks in the bid amount of \$108,920.66 and authorized the Chief Executive Officer to execute a Professional Services Agreement.

12. APPROVAL OF A FACILITIES USE AGREEMENT BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND LGSTX SERVICES, INC.

The Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer to execute a Facilities Use Agreement with LGSTX Services, Inc. Approval of this agreement will generate monthly use fees payable to the OIAA in the amount of \$44,061.98 during the duration of the FUA.

13. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO PURCHASE AND INSTALL A MODULAR BUILDING WITH ANCILLARY EQUIPMENT FOR THE ONTARIO POLICE DEPARTMENT ON THE NORTH OF ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority Commission authorized the Chief Executive Officer (CEO) to purchase and install a modular building to house the OPD officers that work at the airport near the passenger terminals on the north side of the airport. The cost of the building setup will be up to \$560,000. In addition, there will be monthly recurring expenses for the building rental, maintenance and janitorial services of an additional approximate \$3,900 or \$140,430 total over three years. This will be offset by the recovered value of the lost officer time spent traveling between the Archibald Station and the Airport, estimated at \$750,000 per year.

STAFF MATTERS

Chief Executive Officer Thorpe gave a brief overview of Item No. 10 and announced the China Airlines trial flight scheduled for January 25, 2018.

COMMISSIONER MATTERS

Commissioner Hagman spoke on his work to promote the airport in Washington, DC and get grants.

Vice President Loveridge inquired about the status of the Business Advisory Group.

Chief Executive Officer Thorpe stated the airport was working with various chambers to identify members who are interest in air service at ONT. He added that official meetings will begin in December 2017.

President Wapner reported that Senator Feinstein visited ONT and added that she is one of the best ambassadors for the airport and thanked her.

The Ontario International Airport Authority Commission recessed to Closed Session at 4:04 p.m.

The Ontario International Airport Authority Commission meeting was reconvened at 5:12 p.m.

CLOSED SESSION REPORT

President Wapner announced there was no reportable action.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 5:04 p.m.

Respectfully submitted:



CLAUDIA Y. ISBELL, CLERK OF THE BOARD

APPROVED:



ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY