

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
REGULAR COMMISSION MEETING
MINUTES
TUESDAY, MAY 22, 2018**

A regular meeting of the Ontario International Airport Authority was held on Tuesday, May 22, 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 3:00 p.m.

ROLL CALL

PRESENT: Commissioners: Jim W. Bowman, Curt Hagman, Julia Gouw, and Alan D. Wapner.

ABSENT: Commissioners: Ronald O. Loveridge (excused).

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Hagman.

PUBLIC COMMENT

There were no public comments.

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.

President Wapner reported a conflict of interest for Item No. 06.

MOTION: Moved by President Wapner, seconded by Secretary Bowman and carried by a vote of 4-0-1, to approve the Consent Calendar as presented, except Item No. 06, with Vice President Loveridge absent.

CONSENT CALENDAR

2. APPROVAL OF MINUTES

Approved minutes for the special meeting of the Ontario International Airport Authority on April 24, 2018, approving same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

Approved bills for April 1, 2018 through April 30, 2018 and Payroll April 1, 2018 through April 30, 2018.

4. APPROVAL OF MEETING STIPENDS

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

5. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE NON-EXCLUSIVE REVOCABLE FUEL DELIVERY PERMITS BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND NEW OR EXISTING FUEL DELIVERY OPERATORS AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer to negotiate and execute Non-Exclusive Revocable Fuel Delivery Permits between the OIAA and new or existing fuel delivery operators at Ontario International Airport (ONT) for five (5)-year terms. This authorization allows form permit agreements to be entered so that OIAA can charge fuel delivery operators a fee to deliver fuel at ONT. Currently, the OIAA charges \$0.03 per gallon to all aviation gasoline and turbine fuel delivery companies, except for deliveries to signatory air carriers and the military. Each fuel delivery permittee will be required to pay a non-refundable \$1,000 administrative fee, plus a performance guarantee of three (3) times the highest monthly amount of fuel fees, or \$5,000, whichever is greater.

ITEMS PULLED

President Wapner declared a conflict of interest and recused himself.

President Wapner left the board room.

6. AUTHORIZE THE CEO TO NEGOTIATE AND ENTER INTO A LISTING AGREEMENT WITH CBRE AS THE REAL ESTATE BROKER TO REPRESENT THE AUTHORITY IN TAKING THE APPROXIMATELY 200 ACRES OR A PORTION THEREOF OF AUTHORITY OWNED NON-AERONAUTICAL PROPERTY EAST OF HAVEN TO MARKET FOR POSSIBLE LONG-TERM LEASE

The Ontario Airport Authority (“OIAA” or Authority”) Commission authorized the Authority CEO to negotiate and enter into a “Listing Agreement” with CBRE to represent the Authority in the listing and marketing of approximately 200 acres or a portion thereof of Authority owned non-aeronautical property east of Haven Avenue for long-term lease and to manage a competitive selection process in order to assist staff in making a recommendation to the Commission for the selection of a lessee of such property. No negative impact on ONT finances, as any compensation of the broker will be by the lessee as part of the transaction. However, a successful selection process and entrance into a long-term lease would result in millions of dollars of annual revenue to the Authority which could be utilized for capital improvements and to reduce costs to the airlines.

Secretary Bowman opened the discussion.

Chief Executive Officer Thorpe amended Item No. 06 to state “approximately 200 acres or a portion thereof...”

Commissioner Hagman inquired about the cost and term dates.

Chief Executive Officer Thorpe indicated a term date would be included in the agreement and the agreement was at no cost to the airport.

MOTION: Moved by Commissioner Hagman, seconded by Commissioner Gouw and carried by a vote of 3-1-1, with President Wapner abstained and Vice President absent, to authorize the Chief Executive Officer to negotiate and enter into a “Listing Agreement: with CBRE.

STAFF MATTERS

Chief Executive Officer Thorpe presented a short video clip regarding media highlights at ONT.

COMMISSIONER MATTERS

Secretary Bowman stated partners are engaged in making the airport the most comfortable experience in Southern California.

Commissioner Hagman stated he is working towards creating a policy that will specify handling government officials at ONT. He also requested status updates on departments such as the Film desk, specifically what’s being filmed.

Commissioner Gouw inquired about permanent signage for China Airlines.

Chief Executive Thorpe described the signage efforts made to accommodate international passengers.

President Wapner noted the new restaurants opened at ONT such as Rock N Brew's and thanked Delaware North. He also acknowledged staff for doing a great job. He personally thanked Steve Lambert for his work with press releases.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:23 p.m.

RESPECTFULLY SUBMITTED:



CLAUDIA Y. ISBELL, CLERK OF THE BOARD

APPROVED:



ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY