

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
SPECIAL COMMISSION MEETING
MINUTES
OCTOBER 29, 2019**

A special meeting of the Ontario International Airport Authority was held on Tuesday, October 29, 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 8:02 a.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 Lori D. Ballance 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 Dr. Juan Williams, Sr., Pastor, Ontario Christian Center.

PUBLIC COMMENT

Jesse Fonseca, spoke on airplane noise concerns. He requested that the decibel readings be provided to him and the decibel reader on his street be turned back on. President Wapner requested staff to provide the decibel reports to Mr. Fonseca.

Veronica Nunez, spoke on airplane noise concerns.

Barry Freeman, spoke on airplane noise concerns.

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 Secretary Bowman, seconded by Commissioner Gouw and carried by a vote of 4-0-1, to approve the consent calendar, with Commissioner Hagman absent.

2. APPROVAL OF MINUTES

Approved minutes for the meetings of the Ontario International Airport Authority cancelled meeting on October 22, 2019, regular meeting on September 24, 2019, amended special meeting on July 31, 2019, and amended regular meeting on May 28, 2019, and approving the same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

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

4. AUTHORIZED THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE EASEMENTS BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND THE ONTARIO MUNICIPAL UTILITIES COMPANY AS PART OF THE FEDEX CARGO DEVELOPMENT PROJECT

The Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer (CEO) to negotiate and execute easements between the Ontario International Airport Authority and Ontario Municipal Utilities Company as part of the FedEx Cargo Development Project. The easement documents will be prepared by an OIAA consultant, Mead & Hunt, based on survey and engineering drawings prepared by the project designer. Staff and its counsel will review easements and provide comments to Mead & Hunt as part of standard procedures for an OIAA project, therefore, there will not be any fiscal impact.

5. APPROVED CONTRACT WITH GRIFFITH COMPANY FOR THE TAXIWAY S (TAXIWAY F TO THE CUCAMONGA CHANNEL) REHABILITATION PROJECT AT THE ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority authorized the Chief Executive Officer to execute a contract with Griffith Company, in the amount of \$6,377,216.78 for the Taxiway S (Taxiway F to the Cucamonga Channel) Rehabilitation Project at Ontario International Airport. The cost to construct this project is accounted for in the OIAA Fiscal Year 2019-2020 budget. Total construction cost of \$5,797,469.80, plus a 10% contingency in the amount of \$579,746.98 for this project, is to be paid with a combination of FAA Airport Improvement Program (AIP) entitlement grant funds and OIAA appropriations in the amount of \$4,672,180.91.

6. APPROVED THE FIRST AMENDMENT OF THE LEASE AGREEMENT BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND FEDERAL EXPRESS CORPORATION AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE

The Ontario International Airport Authority Commission approved the first amendment to the Lease Agreement between the OIAA and Federal Express Corporation (FedEx) and authorize the Chief Executive Officer to negotiate and execute. The First Amendment Agreement will not impact the OIAA financially at the present moment.

7. AUTHORIZED THE CHIEF EXECUTIVE OFFICER TO EXECUTE A SECOND AMENDMENT BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND ALTA ENVIRONMENTAL TO PERFORM MAINTENANCE, INSPECTION, AND REPAIR SERVICES FOR THE ABOVE GROUND AND UNDERGROUND STORAGE TANKS AT ONT

The Ontario International Airport Authority authorized the Chief Executive Officer to execute a second amendment to the Alta Environmental contract increasing it by a cost of up to \$130,000 annually. Funding for this amendment are included in the current fiscal year 2020 budget. Funding for subsequent years will be requested through the annual budget process.

8. AUTHORIZED THE CEO TO NEGOTIATE AND EXECUTE A SIX MONTH EXTENSION, ON A MONTH TO MONTH BASIS, TO THE CONCESSION AGREEMENT BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND BANK OF AMERICA, NATIONAL ASSOCIATION FOR ATM SERVICES AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority Board of Commissioners authorized the Chief Executive Officer (CEO) to negotiate and execute a six month extension, on a month to month basis, to the Concession Agreement (Agreement) with Bank of America, National Association (Concessionaire) for the existing five (5) Automated Teller Machines (ATMs) located in Terminal 2, Terminal 4, and the Ground Transportation Center. Concessionaire shall continue to pay to the OIAA the greater of (a) a Minimum Monthly Guarantee of \$9,000 per month, or (b) a transaction fee of \$1.75 per transaction, which is defined as any authorized and approved cash withdrawal processed at ATMs located at ONT.

9. APPROVED AN AUTHORITY INCREASE TO OIAA CONTRACT NO. SCONT-000197 WITH BRAUGHTON CONSTRUCTION, INC. FOR GENERAL CONSTRUCTION AND BOARD-UP SERVICES AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority authorized the Chief Executive Officer to increase the existing OIAA Contract No. SCONT-000197 with Braughton Construction, Inc. for on-call general construction and board-up services for an amount not to exceed \$300,000 annually and authorize the CEO to exercise extensions for additional contract years as approved by the City of Ontario. Funds for this contract are included in the current Fiscal Year 2020 budget. Funding for subsequent years will be requested through the annual budget process.

ADMINISTRATIVE DISCUSSION/ACTION/REPORT

10. APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN THE SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT AND ONTARIO INTERNATIONAL AIRPORT AUTHORITY

That the Ontario International Airport Authority approve the proposed Memorandum of Understanding between South Coast Air Quality Management District and Ontario International Airport Authority.

Chris Waller, of ALTA Environmental presented the details of the MOU with the South Coast Air Quality Management District (SCAQMD). He reviewed the background, MOU process, key aspects of the MOU, the Voluntary Air Quality Improvement Plan (AQIP), ground support equipment (GSE) measure, SIP credit, additional AQIP measures, and the next steps for implementation.

President Wapner, Vice President Loveridge and Commissioner Gouw asked several questions regarding the MOU.

Legal Counsel Lori Ballance provided that the MOU was worked on closely with John Wayne, Burbank and Long Beach Airports. She also mentioned an updated draft MOU was provided with changes to the term dates from 2031 to 2032 that will be part of the final approved version.

MOTION: Moved by Vice President Loveridge, seconded by Secretary Bowman and carried by a vote of 4-0-1, with Commissioner Hagman absent.

MANAGEMENT REPORT

Chief Executive Officer Thorpe gave an update on passenger and cargo updates for September 2019, InsureMyTrip's ranking of ONT as the 10th most relaxing airport in the US, the customer experience team new survey system in the terminals, ACI ASQ Q3 customer satisfaction survey's ranking of ONT as #9 in overall satisfaction among medium sized airports in North America. CEO

CEO Thorpe also provided updates from the digital and creative media, film, and operations and commercial departments, including an update on escalator repairs and future plans.

Secretary Bowman inquired about fuel capacity at the airport to meet future growth.

President Wapner asked if the agreements for filming include language requiring the use of local business vendors for catering.

Vice President Loveridge shared his experiences as a passenger regarding baggage claim delays and complimented the Customer Experience Team.

SPECIAL CEREMONIES

The Trazees - Special Achievement Award 2019 – Presented to the OIAA.

COMMISSIONER MATTERS

Commissioner Gouw had no comments.

Secretary Bowman had no comments.

Vice President Loveridge had no comments.

President Wapner had no comments.

ADJOURNMENT

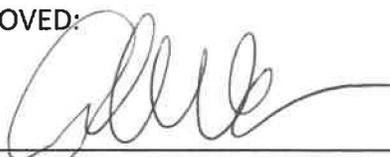
President Wapner adjourned the Ontario International Airport Authority Commission meeting at 9:19 a.m.

RESPECTFULLY SUBMITTED:



CLAUDIA Y. ISBELL, CLERK OF THE BOARD

APPROVED:



ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY