ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMERCIAL COMMITTEE MEETING MINUTES OCTOBER 21, 2021

A regular meeting of the Commercial Committee was held on Thursday, October 21, 2021, at 1923 E. Avion Street, Room 100, Ontario, California.

Notice of said meeting was duly given in the time and manner prescribed by law.

1. CALL TO ORDER

Chair Gouw called the Commercial Committee meeting to order at 9:00 a.m.

2. ROLL CALL

PRESENT:

Commissioners:

Jim Bowman, Member

Julia Gouw, Chair

ABSENT:

Commissioners:

None

Also present were: Deputy Chief Executive Officer Atif J. Elkadi, Chief Commercial Officer Dan Cappell, General Counsel Lori Ballance, and Board Clerk Natalie Gonzaga.

3. PUBLIC COMMENT

Members of the public wishing to provide public comment were able to do so via email comments to publiccomment@flyontario.com, and in-person at the meeting.

There were no public comments.

4. COMMITTEE AGENDA REVIEW/ANNOUNCEMENT

No announcements were made.

5. CONFLICT OF INTEREST

No conflicts were announced.

6. CONSENT CALENDAR

A. APPROVAL OF MINUTES

Approve minutes of the Commercial Committee meeting on August 10, 2021.

Motion by Member Bowman, seconded by Chair Gouw. The Committee unanimously approved consent item 6A.

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7. COMMITTEE DISCUSSION ITEMS

A. NEW LEASE WITH U.S. GENERAL SERVICES ADMINISTRATION FOR LEASED SPACE IN TERMINALS 2 AND 4 AT ONTARIO INTERNATIONAL AIRPORT

Review and recommend to the Commission for approval.

Chief Commercial Officer Cappell provided information on this item. Committee members asked questions regarding the item.

The Committee recommended this item to the full Commission for approval.

B. UPDATE TO LICENSE FEES CHARGED THROUGH THE NON-EXCLUSIVE LICENSE AGREEMENT

Review and recommend to the Commission for approval.

Chief Commercial Officer Cappell provided information on this item. Committee members asked questions regarding the item.

The Committee recommended this item to the full Commission for approval.

C. CONCESSION LEASE AGREEMENT WITH BATTER BOYS, INC., FOR A DUNKIN DONUTS KIOSK IN TERMINAL 2 AT ONTARIO INTERNATIONAL AIRPORT

Review and recommend to the Commission for approval.

Chief Commercial Officer Cappell provided information on this item. Committee members asked questions regarding the item.

The Committee recommended this item to the full Commission for approval.

D. CONCESSION AGREEMENT WITH 3SIXTY DUTY FREE AND MORE FOR A DUTY FREE OUTLET IN TERMINAL 2 AT ONTARIO INTERNATIONAL AIRPORT

Review and recommend to the Commission for approval.

Chief Commercial Officer Cappell provided information on this item. Committee members asked questions regarding the item.

The Committee recommended this item to the full Commission for approval.

8. COMMITTEE STAFF UPDATES

There were no staff updates.

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9. COMMITTEE MEMBER COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Chair Gouw and Member Bowman expressed gratitude to staff.

OIAA staff present at the meeting was introduced to the Committee members.

10. ADJOURNMENT

Chair Gouw adjourned the Commercial Committee meeting at 9:48 a.m.

RESPECTFULLY SUBMITTED:

ngemaga

NATALIE GONZAGA, BOARD CLERK

Julia Gour

APPROVED:

JULIA GOUW, CHAIR