

ONTARIO INTERNATIONAL AIRPORT AUTHORITY

COMMISSION AGENDA – SPECIAL MEETING



SEPTEMBER 22, 2022, AT 1:00 P.M.

Ontario International Airport Authority Administration Offices

1923 East Avion Street, Room 100, Ontario, CA 91761

ALAN D. WAPNER
President

RONALD O. LOVERIDGE
Vice President

JIM W. BOWMAN
Secretary

CURT HAGMAN
Commissioner

JULIA GOUW
Commissioner

ATIF ELKADI
Chief Executive Officer

LORI D. BALLANCE
General Counsel

JOHN M. SCHUBERT
Treasurer

NORMA I. ALLEY, MMC
Board Clerk/Assistant Secretary

WELCOME TO THE MEETING OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

- All documents for public review are on file at the Ontario International Airport Administration Offices located at 1923 E. Avion Street, Ontario, CA 91761.
- Anyone wishing to speak during public comment or on an item will be required to fill out a blue slip. Blue slips must be turned in prior to public comment, beginning or before an agenda item is taken up. The Secretary/Assistant Secretary will not accept blue slips after that time.
- You may submit public comments by e-mail to publiccomment@flyontario.com no later than 12:00 p.m. the day of the meeting. Please identify the Agenda item you wish to address in your comments. All e-mail comments will be included in the meeting record.
- Comments will be limited to 3 minutes. Speakers will be alerted when their time is up. Speakers are then to return to their seats and no further comments will be permitted.
- In accordance with State Law, remarks during public comment are to be limited to subjects within the Authority's jurisdiction. Remarks on other agenda items will be limited to those items.
- Remarks from those seated or standing in the back of the board room will not be permitted. All those wishing to speak, including Commissioners and Staff, need to be recognized by the Authority President before speaking.
- Sign language interpreters, communication access real-time transcription, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. Due to difficulties in securing Sign Language Interpreters, five or more business days' notice is strongly recommended.

CALL TO ORDER (OPEN SESSION) - 2:00 P.M.

ROLL CALL

Loveridge, Bowman, Hagman, Gouw, President Wapner

PLEDGE OF ALLEGIANCE

AGENDA REVIEW/ANNOUNCEMENTS

The Chief Executive Officer will go over all updated materials and correspondence received after the Agenda was distributed to ensure Commissioners have received them.

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda item contractors, subcontractors and agents 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.

CLOSED SESSION PUBLIC COMMENT

The Closed Session Public Comment portion of the Commission meeting is limited to a maximum of 3 minutes for each speaker and comments will be limited to matters appearing on the Closed Session.

CLOSED SESSION

CLOSED SESSION

- CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GOV §54956.8.)
Property: ONT Terminals 2 and 4.
Agency negotiator: OIAA General Counsel's office

REPORT ON CLOSED SESSION

General Legal Counsel

PUBLIC COMMENTS

The Public Comment portion of the Commission meeting is limited to a maximum of 3 minutes for each Public Comment. Under provisions of the Brown Act, the Commission is prohibited from taking action on oral requests.

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time Commission votes on them, unless a member of the Commission requests a specific item be removed from the Consent Calendar for a separate vote.

Each member of the public wishing to address the Commission on items listed on the Consent Calendar will be given a total of 3 minutes.

2. APPROVAL OF MINUTES

That the Ontario International Airport Authority (OIAA) Commission approve minutes for the OIAA regular meeting on August 25, 2022.

3. CASH DISBURSEMENT REPORT (BILLS/PAYROLL)

That the Ontario International Airport Authority (OIAA) Commission receive and file the Cash Disbursement Report (Bills/Payroll) for the month ended August 31, 2022.

4. APPROVAL OF COMMISSIONER'S STIPENDS AS REQUIRED BY AUTHORITY BYLAWS

That the Ontario International Airport Authority (OIAA) Commission approve additional stipends per Article IV, Section 6 of the Authority's Bylaws.

5. ADOPTION OF A RESOLUTION MAKING FINDINGS AND DETERMINATIONS UNDER ASSEMBLY BILL NO. 361 TO CONTINUE AUTHORIZATION OF VIRTUAL MEETINGS OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY FOR A PERIOD OF 30 DAYS

That the Ontario International Airport Authority (OIAA) Commission adopt a Resolution making findings and determinations under Assembly Bill 361 (AB 361) to authorize staff to continue to conduct virtual-only Commission and Committee meetings, in response to COVID-19.

RESOLUTION NO. 2022-20

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY
AUTHORIZING REMOTE TELECONFERENCE MEETINGS BY THE
COMMISSION AND ALL COMMITTEES IN ACCORDANCE WITH ASSEMBLY
BILL 361 FOR A PERIOD OF THIRTY DAYS

6. A RESOLUTION AMENDING EXHIBITS TO THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY CONFLICT OF INTEREST CODE

That the Ontario International Airport Authority (OIAA) Commission approve a Resolution amending the Exhibits to the Ontario International Airport Authority's (OIAA) Conflict of Interest Code to update position classification titles and conflict of interest disclosure form regarding filing requirements for OIAA employees.

RESOLUTION NO. 2022-21

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING AND ADOPTING AMENDED EXHIBITS OF THE CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974

7. A RESOLUTION DECLARING OCTOBER 5 AS CALIFORNIA'S CLEAN AIR DAY

That the Ontario International Airport Authority (OIAA) Commission authorize the recognition and declaration of October 5 as California's Clean Air Day.

RESOLUTION NO. 2022-22

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING AND ADOPTING THE RECOGNITION OF OCTOBER 5, 2022, AS CALIFORNIA CLEAN AIR DAY

8. AWARDING A NON-EXCLUSIVE OPERATING AGREEMENT BETWEEN OIAA AND TURO, INC. COVERING PEER-TO-PEER VEHICLE SHARING

That the Ontario International Airport Authority (OIAA) Commission authorize the CEO to execute a Non-Exclusive Operating Agreement between the OIAA and Turo, Inc. covering peer-to-peer vehicle sharing.

9. AWARDING A VENDING CONTRACT TO PETAL POCKETS, LLC

The Ontario international Airport Authority (OIAA) Commission approve the award of a vending concession agreement with Petal Pockets, LLC.

10. APPROVE A SECOND AMENDMENT TO CONTRACT AGREEMENT SCONT-000324 BETWEEN OIAA AND FRUITION GROWTH, LLC

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO) to execute a approve a second amendment to Contract Agreement SCONT-000324 between OIAA and Fruition Growth, LLC increasing the contract spending, in the amount of \$400,000, for website rebuild, Drupal system upgrade, and ongoing maintenance.

11. NEW POSITION CLASSIFICATIONS

That the Ontario International Airport Authority (OIAA) Commission authorize four new position classifications, and two additional full-time employees (FTE).

12. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH KAVPLAN LLC FOR STRATEGIC AVIATION MANAGEMENT AND ADVISORY CONSULTING SERVICES

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO) to execute a professional services agreement with KavPlan LLC for strategic aviation management and advisory consulting services for one-year not to exceed \$180,000.00; and authorize the CEO to exercise two, one-year extensions, for an overall contract amount not to exceed \$540,000.00.

13. APPROVAL OF ENVIRONMENTAL STUDY FOR THE TERMINAL DEVELOPMENT PROGRAM AND PROJECT DEFINITION PLANNING FOR THE FIRST PHASE OF THE TERMINAL DEVELOPMENT PROGRAM

That the Ontario International Airport Authority (OIAA) Commission approve environmental study for a Terminal Development: approve project definition development for the first phase of a Terminal Development Program; authorize the Chief Executive Officer (CEO) to execute Task Orders not to exceed \$6,000,000 to accomplish the planning services.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

14. APPROVE CEQA CATEGORICAL EXEMPTIONS FOR A GROUND TRANSPORTATION CENTER AT THE ONTARIO INTERNATIONAL AIRPORT AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE DESIGN SERVICES CONTRACTS

That the Ontario International Airport Authority (OIAA) Commission (1) approve California Environmental Quality Act (CEQA) Categorical Exemptions under CEQA Guidelines Sections 15301 (Class 1), Section 15302 (Class 2), and 15332 (Class 32) for the proposed project, and (2) authorize the Chief Executive Officer (CEO) to execute design development services for the proposed project, for a not to exceed budget of \$4,700,000 to accomplish these services.

15. APPROVE CEQA CATEGORICAL EXEMPTIONS FOR A NEW PARKING GARAGE CONSTRUCTION AT THE ONTARIO INTERNATIONAL AIRPORT AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE DESIGN SERVICES CONTRACTS

That the Ontario International Airport Authority (OIAA) Commission (1) approve California Environmental Quality Act (CEQA) Categorical Exemptions under CEQA Guidelines, Section 15302 (Class 2) and Section 15332 (Class 32) for the proposed project, and (2) authorize the Chief Executive Officer (CEO) to execute design development services for the proposed project, for a not to exceed budget of \$9,500,000 to accomplish these services.

16. APPROVAL OF CHANGES TO BENEFIT COVERAGE/CARRIERS AND EMPLOYER PAID PERCENTAGE OF MEDICAL COVERAGE

That the Ontario international Airport Authority (OIAA) Commission authorize the CEO to transfer benefit coverages for 2023, with the exception of medical plans through CalPers, to a competitive small business plan with an established and well-respected broker, Brown & Brown.

MANAGEMENT REPORT

Executive Office

COMMISSION MATTERS

President Wapner

Vice President Loveridge

Secretary Bowman

Commissioner Hagman

Commissioner Gouw

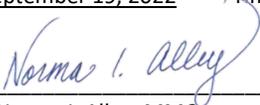
ADJOURNMENT

AFFIDAVIT OF POSTING

I, Norma I. Alley, MMC, Board Clerk of the Ontario International Airport Authority (OIAA), do hereby declare under penalty of perjury that the foregoing agenda has been posted at the administrative office and on the OIAA website in compliance to the Brown Act.

Date Posted: September 19, 2022 Time posted: 1:00 P.M.

Signature: _____


Norma I. Alley, MMC
Ontario International Airport Authority Board Clerk

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: AGENDA REVIEW/ANNOUNCEMENTS

SUBJECT: RELATIVE TO POSSIBLE CONFLICT OF INTEREST

RELEVANT STRATEGIC OBJECTIVE: Invest in ONT, Plan for the Future, and Master the Basics

RECOMMENDED ACTION(S): Declare Conflict of Interest pertaining to agenda items and contractors and/or subcontractors, which may require member abstentions due to possible conflicts of interest.

BACKGROUND: In accordance with California Government Code 84308, members of the Ontario International Airport Authority may not participate in any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve (12) months and from an entity or individual if the member knows or has reason to know that the participant has a financial interest, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

Item No	Principals & Agents	Subcontractors
8	Turo, Inc.	<ul style="list-style-type: none">• None
9	Petal Pockets, LLC	<ul style="list-style-type: none">• None
10	Fruition	<ul style="list-style-type: none">• None
13	KavPlan, LLC	<ul style="list-style-type: none">• None
17	Brown & Brown	<ul style="list-style-type: none">• None

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Clerk's Office Submitted to OIAA: September 22, 2022

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ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: APPROVAL OF MINUTES

RELEVANT STRATEGIC OBJECTIVE: Invest in ONT, Plan for the Future, and Master the Basics

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission approve minutes for the OIAA regular meeting on August 25, 2022.

BACKGROUND: The OIAA Board of Commission held a public meeting and minutes were recorded in text. In accordance to OIAA's Records Retention Schedule, the OIAA must preserve these historical records in hard copy form for permanent retention.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS:

1. Minutes

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Clerk's Office

Submitted to OIAA: September 22, 2022

Approved: _____

Continued to: _____

Denied: _____

Chief Executive
Officer Approval:  _____

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
REGULAR COMMISSION MEETING
MINUTES
AUGUST 25, 2022**

CALL TO ORDER

President Wapner called the Ontario International Airport Authority Commission meeting to order at 2:00 p.m.

ROLL CALL

PRESENT: Commissioners: Jim W. Bowman, Curt Hagman, Ronald O. Loveridge, and Alan D. Wapner

ABSENT: Commissioners: Julia Gouw

A quorum of the Board of Commissioners were present.

Staff present were Chief Executive Officer Atif Elkadi, Assistant General Counsel Kevin P. Sullivan, and Board Clerk Norma I. Alley, MMC.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

AGENDA REVIEW/ANNOUNCEMENT

1. CONFLICT OF INTEREST

No conflicts were declared and no announcements were made.

CLOSED SESSION PUBLIC COMMENT

There were no closed session public comments.

CLOSED SESSION

President Wapner recessed the regular meeting of the Ontario International Airport Authority to Closed Session at 2:03 p.m. Assistant General Counsel Sullivan announced the closed session items.

- CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GOV §54956.8.)
Property: ONT Terminals 2 and 4.
Agency negotiator: OIAA General Counsel's office
Negotiating parties: Delaware North Travel Hospitality Services, Inc.
Under negotiation: Lease extension term and price

- CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GOV §54956.8.)
Property: ONT Terminals 2 and 4.
Agency negotiator: OIAA General Counsel's office

The Ontario International Airport Authority Commission regular meeting was reconvened in public session at 3:05 p.m.

REPORT ON CLOSED SESSION

Assistant General Counsel Sullivan reported the agreement with Delaware North Travel Hospitality Services, Inc. was to be amended extending it through December 31, 2022, reducing the fees, and reimbursing some expenditures.

Assistant General Counsel Sullivan announced there was no reportable action regarding the second closed session item.

PUBLIC COMMENT

Board Clerk Norma Alley reported Richard Sherman, Juan Munoz, and Amir Zabeti provided written comment, which was entered into the record.

CONSENT CALENDAR

2. APPROVAL OF MINUTES

That the Ontario International Airport Authority (OIAA) Commission approve minutes for the OIAA special meeting on July 21, 2022.

3. CASH DISBURSEMENT REPORT (BILLS/PAYROLL)

That the Ontario International Airport Authority (OIAA) Commission receive and file the Cash Disbursement Report (Bills/Payroll) for the month ended July 31, 2022.

4. ADOPTION OF A RESOLUTION MAKING FINDINGS AND DETERMINATIONS UNDER ASSEMBLY BILL NO. 361 TO CONTINUE AUTHORIZATION OF VIRTUAL MEETINGS OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY FOR A PERIOD OF 30 DAYS

That the Ontario International Airport Authority (OIAA) Commission adopt a Resolution making findings and determinations under Assembly Bill 361 (AB 361) to authorize staff to continue to conduct virtual-only Commission and Committee meetings, in response to COVID-19.

RESOLUTION NO. 2022-17: A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AUTHORIZING REMOTE TELECONFERENCE MEETINGS BY THE COMMISSION AND ALL COMMITTEES IN ACCORDANCE WITH ASSEMBLY BILL 361 FOR A PERIOD OF THIRTY DAYS

5. APPROVAL OF COMMISSIONER'S STIPENDS AS REQUIRED BY AUTHORITY BYLAWS

That the Ontario International Airport Authority (OIAA) Commission approve additional stipends per Article IV, Section 6 of the Authority's Bylaws.

6. A RESOLUTION ELECTING THE AUTHORITY'S ASSISTANT SECRETARY

That the Ontario International Airport Authority (OIAA) Commission approve a Resolution electing Norma I. Alley, MMC, as Assistant Secretary for the Ontario International Airport Authority.

RESOLUTION NO. 2022-18: A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY REPEALING RESOLUTION NO. 2017-02, REPEALING RESOLUTION NO. 2020-16, AND ELECTING THE AUTHORITY'S ASSISTANT SECRETARY

7. A RESOLUTION AMENDING THE AIR CARRIER INCENTIVE PROGRAM A (ACIP A) TO INCLUDE ADDITIONAL DESTINATIONS IN THE UNITED STATES AND CANADA

That the Ontario International Airport Authority (OIAA) Commission adopt a resolution to amend the Air Carrier Incentive Program A (ACIP A) to include additional destinations in the United States and Canada.

RESOLUTION NO. 2022-19: A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY TO AMEND AND ADD NEW DESTINATIONS TO THE PREVIOUSLY APPROVED AIR CARRIER INCENTIVE PROGRAM A FOR NEW NONSTOP PASSENGER SERVICE TO DESTINATIONS IN THE UNITED STATES, CANADA, AND MEXICO

8. FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2022

That the Ontario International Airport Authority (OIAA) Commission receive and file financial statements for the year ended June 30, 2022.

9. INVESTMENT REPORT FOR THE TWELVE MONTHS ENDED JUNE 30, 2022

That the Ontario International Airport Authority (OIAA) Commission receive and file the Investment Report for the twelve months ended June 30, 2022.

10. AWARDING A VENDING AND ANCILLARY SERVICES CONTRACT TO PREPANGO, LLC

The Ontario international Airport Authority (OIAA) Commission approve the award of a vending concession agreement with Prepango, LLC.

11. APPROVAL OF THE PURCHASE OF VXRAIL SERVER HARDWARE

That the Ontario International Airport Authority (OIAA) Commission approve the purchase of new Dell VxRail server hardware from Sidepath in the amount of \$219,876.

12. AUTHORIZE THE CEO TO SIGN AN AMENDMENT TO THE AGREEMENT BETWEEN OIAA AND AMERICAN THREAT ASSESSMENT CONSULTING INC., TO INCREASE THE CONTRACT'S SPENDING AUTHORITY FOR THE INSTALLATION OF ADDITIONAL CCTV CAMERAS

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO) to sign an Amendment to Contract No. SCONT-000337, with American Threat Assessment Consulting, Inc., to increase the spending authority by \$1,000,000, to allow for the installation of CCTV additions and enhancements as well as replacement of the existing end of service life CCTV cameras and support equipment at Ontario International Airport (ONT).

13. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO AMEND CONTRACT NO. SCONT-000377 WITH PENWAL INDUSTRIES, INC. FOR ADDITIONAL PROFESSIONAL SERVICES FOR OIAA IN TERMINALS 2 AND 4

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO) to execute an amendment to Contract No. SCONT-000377 with Penwal Industries, Inc. in the amount not to exceed \$500,000 for additional services within Terminal 2 and Terminal 4.

MOTION: Moved by Commissioner Hagman, seconded by Secretary Bowman, to approve the Consent Calendar, including Resolution 2022-17, Resolution 2022-18, and Resolution 2022-19. Motion carried by a 4 Yes/0 No/1 Absent (Gouw) vote.

ADMINISTRATIVE DISCUSSION/ACTION/REPORT

14. NAMING THE INTERNATIONAL TERMINAL

President Wapner called for public comment. Seeing no one come forward, he closed the public comment.

President Wapner reported on the invaluable contributions Senator Dianne Feinstein made to the Ontario International Airport and assistance in the formation of the Joint Power Authority. Discussion commenced amongst the Commissioners and unanimous consensus was met in support of the naming of the International Terminal.

President Wapner read a statement from Commissioner Gouw, which was entered into the record.

MOTION: Moved by President Wapner, seconded by Secretary Bowman, to approve the naming of the current Federal Inspection Station facility and future internal terminal to the Dianne Feinstein International Terminal. Motion carried by a 4 Yes/0 No/1 Absent (Gouw) vote.

MANAGEMENT REPORT

CEO Elkadi provided updates on passenger traffic numbers and changes to flights.

COMMISSIONER MATTERS

President Wapner thanked staff for their hard work.

Vice President Loveridge had no comments.

Secretary Bowman had no comments.

Commissioner Hagman commented he was excited for future terminal upgrades and the bright future for the airport.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:17 p.m.

RESPECTFULLY SUBMITTED:

APPROVED:

NORMA I. ALLEY, MMC, BOARD CLERK

ALAN D. WAPNER, PRESIDENT

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: CASH DISBURSEMENT REPORT (BILLS/PAYROLL)

RELEVANT STRATEGIC OBJECTIVE: Master the Basics and Invest in ONT

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission receive and file the Cash Disbursement Report (Bills/Payroll) for the month ended August 31, 2022.

FISCAL IMPACT SUMMARY: The funding is approved in the Fiscal Year 2022-2023 budget.

BACKGROUND: In June 2022, the OIAA Board of Commissioners adopted an operating budget that was based on a continued conservative approach to mitigate the impacts of the ongoing lower levels in aviation activity as a result of the COVID-19 pandemic. As passenger activity has resumed to near normal levels, OIAA has resumed operations to almost pre-pandemic service levels, which includes filling vacant staff positions, the addition of new staff positions, increased public safety resources and a return to pre-pandemic initiatives.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Finance and Accounting

Submitted to OIAA: September 22, 2022

Approved: _____

Continued to: _____

Denied: _____

CEO Approval:  _____

SCHEDULE: N/A

ATTACHMENTS:

1. Cash Disbursement Report (Bills/Payroll).

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel.

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPROVAL OF STIPENDS AS REQUIRED BY AUTHORITY BYLAWS

RELEVANT STRATEGIC OBJECTIVE: Invest in ONT, Plan for the Future and Master the Basics

RECOMMENDED ACTION(S): That the Ontario International Airport Authority Commission approve additional stipends per Article IV, Section 6 of the Authority's Bylaws.

FISCAL IMPACT AND SOURCE OF FUNDS: OIAA operating revenue.

BACKGROUND: Article IV, Section 6 of the Authority's Bylaws states as follows:

"No salary; Reimbursement for Expenses; Stipends. The members of the Commission shall receive no salary but shall be reimbursed for necessary expenses (including mileage in accordance with standard IRS mileage reimbursement rates) incurred in the performance of their duties. Additionally, Commissioners will receive a stipend in the amount of one hundred fifty dollars (\$150.00) for attendance at each Commission meeting, standing committee meeting, ad hoc committee meeting, and any Authority-related business function. A maximum of six (6) stipends are permitted per month. An additional two (2) stipends are permitted with prior approval of the President. More than eight (8) stipends per month will require approval by the full Commission."

During the month of August 2022, Commissioner Hagman attended one (1) additional Authority-related business functions. Full Commission approval is needed to approve payment of these additional stipends.

PROCUREMENT: N/A

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Executive

Submitted to OIAA: September 22, 2022

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval:  _____

CEQA COMPLIANCE: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS: N/A

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel.

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: ADOPTION OF A RESOLUTION MAKING FINDINGS AND DETERMINATIONS UNDER ASSEMBLY BILL NO. 361 TO CONTINUE AUTHORIZATION OF VIRTUAL MEETINGS OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY FOR A PERIOD OF 30 DAYS

RELEVANT STRATEGIC OBJECTIVE: Invest in ONT

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission adopt a Resolution making findings and determinations under Assembly Bill 361 (AB 361) to authorize staff to continue to conduct virtual-only Commission and Committee meetings, in response to COVID-19.

BACKGROUND: Governor Newsom declared a state of emergency for California due to the COVID-19 virus on March 4, 2020. On March 12, 2020, the Governor issued Executive Orders relaxing some provisions of the Brown Act meeting requirements to allow remote meetings without legislative body members physically present at the meeting location. The OIAA Commission began conducting meetings virtually on March 26, 2020. The Executive Orders expired September 30, 2021, and the OIAA Commission resumed in-person meetings on October 28, 2021.

The Governor signed Assembly Bill 361 on September 17, 2021, allowing local agency legislative bodies to continue to hold meetings remotely through December 31, 2023, provided local agencies comply with specified requirements. The purpose of Assembly Bill 361 is to improve public access to local agency meetings during the COVID-19 pandemic by allowing broader remote meeting options.

As of December 20, 2021, the Center for Disease Control and Prevention has stated the Omicron variant is expected to result in a rapid increase in infections in the United States. As of December 31, 2021, the California Department of Public Health has evidenced emergency conditions related to the Omicron variant, including ongoing COVID-19 cases, hospitalizations, and deaths.

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Executive

Submitted to OIAA: September 22, 2022

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval:  _____

A legislative body member may hold a meeting remotely without needing to comply with the teleconferencing requirements of the Brown Act if:

1. Either a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing.

And

2. The legislative body makes the following findings by majority vote within the last 30 days (vote may occur at that meeting): (A) The legislative body has reconsidered the circumstances of the state of emergency. (B) Any of the following circumstances exist: (i) The state of emergency continues to directly impact the ability of the members to meet safely in person. (ii) State or local officials continue to impose or recommend measures to promote social distancing.
3. The legislative body continues to make the determinations in Item 2 every 30 days thereafter the initial determination.

The Commission adopted Resolution 2022-01 on January 7, 2022, and subsequently each month, making findings to hold remote meetings in accordance with AB 361, and may continue to extend the authorization in additional thirty (30) day increments for the duration of the declared emergency, or until the Commission decides to return to in-person meetings, or otherwise complies with the regular remote meeting requirements of the Brown Act.

If the Commission does not continue to adopt the Resolution to make the findings required for remote participation per Assembly Bill 361, the Brown Act rules regarding teleconferencing would apply for remote participation. Under the Brown Act rules, the Commission may hold remote meetings provided the meeting meets the following criteria:

- A majority of the Commission members participate in the meeting from locations within the jurisdiction boundaries.
- The meeting notice and agenda identify the teleconference locations, including full address and room number.
- The meeting agendas are posted at each teleconference location at least 72 hours before a regular meeting.
- The public has access to each teleconference location, including hotel room or residence, and each location has the technology, such as a speakerphone, to allow the public to participate in the meeting.
- The agenda must provide the opportunity for the public to address the legislative body directly at each teleconference location.
- The legislative body conducts all votes by roll call.

The adoption of the proposed Resolution would continue to authorize Commission and its Committee meetings to be conducted virtually through October 22, 2022. In order to comply with Assembly Bill 361, the attached Resolution needs to be renewed within 30-day intervals in order to allow for continued

virtual meetings. The adoption of the Resolution will also apply to Commission Standing Committees, thus authorizing the Committees to meet virtually as well.

If adopted to continue virtual meetings, it is anticipated staff will return with another Resolution the proceeding month, to re-evaluate at that time and determine if future meetings will be held virtually or in person.

FISCAL IMPACT SUMMARY: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

PRIOR COMMISSION ACTION: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

ATTACHMENTS:

1. Resolution

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel.

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RESOLUTION NO. 2022-20

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT
AUTHORITY AUTHORIZING REMOTE TELECONFERENCE
MEETINGS BY THE COMMISSION AND ALL COMMITTEES IN
ACCORDANCE WITH ASSEMBLY BILL 361 FOR A PERIOD OF
THIRTY DAYS

WHEREAS, COVID-19 (also known as the “Coronavirus Disease”) is a respiratory disease that has spread across the globe, with hundreds of thousands of confirmed cases in California, including San Bernardino County; and

WHEREAS, social distancing measures decrease the chance of spread of COVID-19; and

WHEREAS, the Ontario International Airport Authority (OIAA) is committed to preserving and nurturing public access and participation in meetings of the Commission; and

WHEREAS, all meetings of OIAA’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Commission’s legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), authorizes remote teleconference meetings by a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625; and

WHEREAS, on March 4, 2020, the Governor proclaimed a state of emergency, which covers the entire state; and

WHEREAS, Government Code Section 54953(e)(3)(A-B) added by AB 361 provides an alternative to having public meetings in accordance with Government Code Section 54953(b)(3) when the OIAA has reconsidered the circumstances of the COVID-19 state of emergency and that the following circumstances exist:

1. The state of emergency as a result of COVID-19 continues to directly impact the ability of the members of the Commission to meet safely in person; or
2. State or local officials continue to recommend measures to promote social distancing.

WHEREAS, Government Code Section 54953(e) *et seq.* further requires that state or local officials have imposed or recommended measures to promote social distancing

or the legislative body finds that meeting in person would present an imminent risk to the health or safety of attendees; and

WHEREAS, as of December 20, 2021, the Center for Disease Control and Prevention has stated the Omicron variant is expected to result in a rapid increase in infections in the United States; and

WHEREAS, such conditions under Government Code Section 54953(e)(3)(A-B) now exist in the general area surrounding the Ontario Airport in that:

- (i) State officials recommend social distancing measures (CalOSHA (December 16, 2021) COVID-19 Prevention Emergency Temporary Standards What Employers Need to Know About the December 16 Standards) and
- (ii) Emergency conditions evidenced by COVID-19 and its variants create ongoing COVID-19 cases, hospitalizations, and deaths and meeting in person would present imminent risk to health or safety of attendees (California Department of Public Health (December 31, 2021) State Officials Announce Latest COVID-19 Facts); and

WHEREAS, the OIAA affirms that it will allow for observation and participation by Commissioners and the public via Zoom in an effort to protect the constitutional and statutory rights of all attendees; and

WHEREAS, the OIAA approved Resolution 2022-17 at their meeting on August 25, 2022, authorizing virtual meetings of the Commission and Committee meetings in accordance with AB 361; and

WHEREAS, Government Code Section 54953 (e)(3) requires that the OIAA review the need and make findings for continuing the teleconferencing procedures as authorized by AB 361 at least once every thirty days.

NOW, THEREFORE, THE COMMISSION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. The OIAA finds that the state of emergency conditions related to COVID-19 as set forth in the Governor's Proclamation of a State of Emergency referenced above are on-going.

Section 3. The OIAA further finds that state officials recommend social distancing measures because conditions causing imminent risk to attendees as described above exist.

Section 4. The OIAA recognizes and affirms the existence and conditions of a state of emergency as proclaimed by the Governor, and affirms, authorizes, and proclaims

the existence of a local emergency throughout the general area surrounding the Ontario Airport.

Section 5. The OIAA finds that the state of emergency as a result of COVID-19 continues to directly impact the ability of members of the Commission to meet safely in person and such fact creates an imminent health risk to such members.

Section 6. The OIAA authorizes the Commission and its Committees to conduct their meetings without compliance with Government Code section 54953(b)(3), and to instead comply with the remote meeting requirements as authorized by Government Code section 54953(e) *et seq.*

Section 7. The Chief Executive Officer, or his designee, and the Board Clerk of Ontario International Airport Authority are authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 8. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) October 22, 2022, or such time the Commission adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Ontario International Airport Authority may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED, APPROVED, AND ADOPTED at a special meeting this 22nd day of September, 2022.

ALAN D. WAPNER
OIAA PRESIDENT

ATTEST:

NORMA I. ALLEY, MMC
BOARD CLERK/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

LORI D. BALLANCE
GENERAL COUNSEL

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF ONTARIO)

I, Norma I. Alley, MMC, Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY that foregoing Resolution No. 2022-20 was duly passed and adopted by the Commission of the Ontario International Airport Authority at their special meeting held on September 22, 2022, by the following roll call vote, to wit:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

NORMA I. ALLEY, MMC
BOARD CLERK/ASSISTANT SECRETARY

(SEAL)

The foregoing is the original of Resolution No. 2022-20 duly passed and adopted by the Commission of the Ontario International Airport Authority at their special meeting held September 22, 2022.

NORMA I. ALLEY, MMC
BOARD CLERK/ASSISTANT SECRETARY

(SEAL)

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: A RESOLUTION AMENDING EXHIBITS TO THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY CONFLICT OF INTEREST CODE

RELEVANT STRATEGIC OBJECTIVES: Invest in ONT, Plan for the Future, and Master the Basics

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission approve a Resolution amending the Exhibits to the Ontario International Airport Authority’s (OIAA) Conflict of Interest Code to update position classification titles and conflict of interest disclosure form regarding filing requirements for OIAA employees.

FISCAL IMPACT SUMMARY: No financial impact.

BACKGROUND: The OIAA adopted its Conflict of Interest Code (Code) on July 26, 2017, by ordinance; reviewed and amended it on July 24, 2018; and reviewed and amended it on July 23, 2020. The Political Reform Act requires every local agency to review its Code biennially to determine if amendments or modifications are needed.

The Exhibits to the Code designates employees, officers and consultants who make or participate in the making of decisions, which may affect the Airport’s financial interests and therefore must disclose those interests in financial disclosure statements. Those officials and employees must also disqualify themselves from making or participating in the making of governmental decisions affecting those interests.

Staff has reviewed the Airport’s Code and is recommending Exhibit A be amended to reflect new, changed, or obsolete position classification titles and Exhibit B be amended to update the conflict of interest disclosure form. No other amendments to the Code are recommended at this time.

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department:	<u>Executive</u>	Submitted to OIAA:	<u>September 22, 2022</u>
		Approved:	_____
		Continued to:	_____
		Denied:	_____
CEO Approval:			

It has been identified the positions of Chief and Director fall under the definition within our Code Section 2.C.1. as “Designated Employees” and required to file. All other positions will be removed from the list.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: Notice that review of our Code is underway has been sent to San Bernardino County Board of Supervisors (SBC BoS). If this resolution is approved by OIAA Commission, it will be forwarded to SBC BoS for their approval. SBC BoS’s approval is expected to be March 2023.

ATTACHMENTS:

1. Resolution

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel.

RESOLUTION NO. 2022-21

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT
AUTHORITY APPROVING AND ADOPTING AMENDED EXHIBITS OF
THE CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL
REFORM ACT OF 1974

WHEREAS, the Legislature of the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest, which potentially affect all officers, employees, and consultants of the Ontario International Airport Authority (the "Authority") and requires all public agencies to adopt and promulgate a Conflict of Interest; and

WHEREAS, the Authority adopted Ordinance No. 0001 Conflict of Interest Code on July 26, 2017; amended Exhibit "A" of the code on July 24, 2018, by Resolution No. 2018-14; and amended Exhibit "A" and Exhibit "B" of the Code on July 23, 2020, by Resolution No. 2020-11; and

WHEREAS, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief, which could result in the Authority being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

WHEREAS, a public meeting was held upon the proposed amended Exhibits of the Conflict of Interest Code at a Special Meeting of the Authority on September 22, 2022, at which all present were given an opportunity to be heard on the proposed amended Exhibits.

NOW, THEREFORE, IT IS HEREBY FOUND, DETERMINED AND RESOLVED by the Ontario International Airport Authority Commission, as follows:

SECTION 1. The amended Exhibit "A" and "C", which is attached hereto, of the Conflict of Interest Code (Code) is hereby adopted and shall be on file with the Clerk's Office along with the Code and made available to the public for inspection and copying.

SECTION 2. Effective Date. This Resolution will take effect immediately upon its adoption.

SECTION 3. Certification. The Secretary/Assistant Secretary shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED at a Special Meeting this 22nd day of September, 2022.

ALAN D. WAPNER, OIAA PRESIDENT

ATTEST:

NORMA I. ALLEY, MMC, ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

LORI D. BALLANCE, GENERAL COUNSEL

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF ONTARIO)

I, Norma I. Alley, MMC, Board Clerk/Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY the foregoing Resolution No. 2022-21 is the original and was duly passed and adopted by the Commission of the Ontario International Airport Authority at their Special Meeting held September 22, 2022, by the following roll call vote, to wit:

AYES: COMMISSIONERS:
NOES: COMMISSIONERS:
ABSENT: COMMISSIONERS:

(SEAL)

NORMA I. ALLEY, MMC
BOARD CLERK/ASSISTANT SECRETARY

The foregoing is the original of Resolution No. 2022-21 duly passed and adopted by the Commission of the Ontario International Airport Authority at their Special Meeting held September 22, 2022.

(SEAL)

NORMA I. ALLEY, MMC
BOARD CLERK/ASSISTANT SECRETARY

EXHIBIT "A": Designated Employee Positions

List of Designated Positions	Assigned Disclosure Category
Board Member	1, 2, 3, 4
Chief Executive Officer	1, 2, 3, 4
Chief Financial Officer	1, 2, 3, 4
Chiefs	1, 2, 3, 4
Consultants/Advisors*	1, 2, 3, 4
Directors	1, 2, 3, 4
General Counsel	1, 2, 3, 4
Office Administrator	1, 2, 3, 4
Public Safety Administrator	1, 2, 3, 4

*Consultants/Advisors are persons who meet the definition found in 2 Cal. Code of Regs. Section 18700.3. Consultants/Advisors are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, unless the Chief Executive Officer (CEO) determines in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The CEO's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Government Code Section 81008.)

EXHIBIT "B": Disclosure Categories

The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property, which the Ontario International Airport Authority ("OIAA" or "Authority") Designated Employee must disclose for each disclosure category they are assigned.

Category 1: All investments and business positions in, and sources of income from, business entities that do business or own real property within San Bernardino County, plan to do business or own real property within San Bernardino County within the next year or have done business or owned real property within San Bernardino County within the past two (2) years.

All interests in real property which is located, in whole or in part, within or not more than two (2) miles outside of San Bernardino County.

Category 2: All investments and business positions in, and sources of income from, business entities that are engaged in land development, construction, or the acquisition or sale of real property within San Bernardino County, plan to engage in such activities within San Bernardino County within the next year or have engaged in such activities within San Bernardino County within the past two (2) years.

All investments and business positions in, and sources of income from, business entities that are banking, savings and loan, or other financial institutions.

Category 3: All investments and business positions in, and sources of income from, business entities subject to the regulatory, permit, or licensing authority of OIAA, will be subject to such authority within the next year, or have been subject to such authority within the past two (2) years.

Category 4: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles, or equipment of a type purchased or leased by OIAA or the Designated Employee's individual department.

EXHIBIT “C”: Conflict of Interest Disclosure Form



CONFLICT OF INTEREST DISCLOSURE

SECTION 1: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit this OIAA Conflict of Interest Disclosure Form along with the bid/proposal. Failure to comply with this requirement may cause your proposal to be declared nonresponsive.

Any questions regarding the information required to be disclosed in this form should be directed to OIAA’s General Legal Counsel, especially for “yes” responses to any questions in this form. Doing so may also disqualify your firm from submitting an offer on the bid/proposal.

Firm’s Name	
Preparer’s Name	Position/Title
RFP/RFQ/RFP/NIB #	Project Title

SECTION 2: QUESTIONS

1. Does any employee, officer, or consultant of OIAA or any member of the OIAA Commission have any direct or indirect financial interest in your bid/proposal? [Govt. Code, § 1090] Yes No

If yes, please list the names of those who have a financial interest and the nature of the interest:

<u>Name</u>	<u>Nature of Interest</u>
2. Does any employee, officer, or consultant of OIAA or any member of the OIAA Commission have any direct or indirect investment in your firm worth at least \$2,000? [Govt. Code, § 87103(a); 2 CCR § 18700(c)(3)(6)(A)] Yes No

If yes, please list the names of those involved and the nature of the investment interest:

<u>Name</u>	<u>Nature of Interest</u>
3. Does an employee, officer, or consultant of OIAA or any member of the OIAA Commission have any direct or indirect interest in any real estate involving your firm worth at least \$2,000? [Govt. Code, § 87103(b); 2 CCR § 18700(c)(3)(6)(B)] Yes No

If yes, please list the names of those involved and the nature of the real estate interest:

<u>Name</u>	<u>Nature of Interest</u>
4. During the last twelve (12) months, has your firm provided or promised a source of income to any employee, officer, or consultant of OIAA or any member of the OIAA Commission, aggregating greater than \$500? [Govt. Code, § 87103(c); 2 CCR § 18700(c)(3)(6)(C)] Yes No

If yes, please list the names of those involved and the nature of the source of income:

<u>Name</u>	<u>Nature of Income</u>
_____	_____
_____	_____

5. Is any employee, officer, or consultant of OIAA or any member of the OIAA Commission a director, officer, partner, trustee, employee, or hold any position of management in your firm, including any parent, subsidiary or other related business entity? [Govt. Code, § 87103(d); 2 CCR § 18700(c)(3)(6)(D)] Yes No

If yes, please list the names of those involved and the nature of the position:

<u>Name</u>	<u>Nature of Position</u>
_____	_____
_____	_____

6. Within the last twelve (12) months, have you or anyone at your firm (either directly, or through an intermediary or agent) given or promised any gift valued at least \$520 to any employee, officer, or consultant of OIAA or any member of OIAA Commission, including their spouses or dependent children? [Govt. Code, § 18940.2(a); 2 CCR § 18700(c)(3)(6)(E)] Yes No

If yes, please list the names of those involved and the nature of the gift:

<u>Name</u>	<u>Nature of Gift</u>
_____	_____
_____	_____

7. Have you or any member of your firm ever been an employee, officer, or consultant of OIAA or ever served as a member of the OIAA Commission within the last twelve (12) months? Yes No

If yes, please list the name, position, and dates of service:

<u>Name</u>	<u>Position</u>	<u>Dates of Service</u>
_____	_____	_____
_____	_____	_____

8. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to any employee, officer, or consultant of OIAA or member of the OIAA Commission that is considering your proposal? Yes No

If yes, please list the names and nature of the relationship:

<u>Name</u>	<u>Relationship</u>
_____	_____
_____	_____

9. In the last twelve (12) months, have you or any employee of your firm (including managers, partners, directors and/or officers), either directly or indirectly through an intermediary or agent, ever given or promised a campaign contribution, aggregating greater than \$250 to any employee, officer, or consultant of OIAA or any member of the OIAA Commission (including contributions to a political committee created by or on behalf of a member/candidate)? [Govt. Code, § 84308(b)] Yes No

If yes, please list the name, position, and dates of service:

<u>Name(s) / Position(s)</u>	<u>Date(s)</u>	<u>Dollar Value</u>
_____	_____	_____
_____	_____	_____

Further, if the answer to Question No. 9 above is "Yes" please answer each of the following below [Govt. Code, § 84308; 2 Cal. Code Regs., §§ 18438.3, 18438.4] Yes No

(A) Is the contributor a party to the proposal being made to OIAA for decision? Yes No

(B) Is the contributor a participant in the proposal being made to OIAA for decision, by doing any of the following:

- Communicating with any member of OIAA Commission for the purpose of influencing their decision on the proposal? Yes No

- Testifying or making any oral statements before the OIAA Commission for the purpose of influencing the decision on the proposal? Yes No

- Communicating with any employee, officer, or consultant of OIAA, or is the contributor's agent lobbying, testifying, or communicating with anyone at OIAA or any member of OIAA Commission, for the purpose of influencing the decision on the proposal? Yes No

(C) Is the contributor an agent of a party or a participant in the proposal to be decided by OIAA for decision? (A person is an agent if they represent you in connection with the proposal before OIAA.) Yes No

10. Does this agreement include work performed by subcontractors? Yes No

If yes, please list the subcontractors/company below:

<u>Name</u>	<u>Name</u>
_____	_____
_____	_____
_____	_____
_____	_____

SECTION 3: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I (print full name) _____ hereby declare that I am the (position or title) _____ of (firm name) _____ and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this OIAA Conflict of Interest Disclosure Form dated _____ is correct and current as submitted.

I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

Signature of Person Certifying for Proposer _____
Date

NOTICE: A material false statement, omission, or fraudulent inducement made in connection with this OIAA Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: A RESOLUTION DECLARING OCTOBER 5 AS CALIFORNIA'S CLEAN AIR DAY

RELEVANT STRATEGIC OBJECTIVES: Plan for the Future and Invest in ONT

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the recognition and declaration of October 5 as California's Clean Air Day.

FISCAL IMPACT SUMMARY: The cost for this project is accounted for in the OIAA Fiscal Year 2022-2023 capital budget. There are negligible costs associated with the declaration of California's Clean Air Day. Costs may include hosting events, partnerships, and marketing/advertising material.

BACKGROUND: Founded by the Coalition for Clean Air, California's Clean Air Day goal is to spread the message throughout California about air pollution and how it directly impacts all Californians' health. California's Clean Air Day is built on the idea that shared experiences unite people to action to improve our community health. Everyone is directly affected by air pollution and by joining together for a unified day of action, we can create new habits to protect public health and improve air quality for all members of California's diverse communities by reducing pollution. The call to action is for individual, business, government agency or nonprofit organization with 1.8 million Californians completing over 3.4 million actions to clear the air in 2021.

While the specific activities have not been fully defined yet, some of the possibilities are encouraging staff to carpool, highlighting the current and future infrastructure that the OIAA provides or will provide to reduce harmful emissions and working with other local jurisdictions to participate in and partner in the promotion of their Clean Air Day activities. OIAA pledges to participate in various events with the intent of reducing pollutants and emissions.

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Executive

Submitted to OIAA: September 22, 2022

Approved: _____

Continued to: _____

Denied: _____

CEO Approval:  _____

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS:

1. Resolution

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel.

RESOLUTION NO. 2022-22

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT
AUTHORITY APPROVING AND ADOPTING THE RECOGNITION OF
OCTOBER 5, 2022, AS CALIFORNIA CLEAN AIR DAY

WHEREAS, nearly 50 percent of serious health issues in the U.S., related to air pollution occur in California; and

WHEREAS, 7 out of the 10 most polluted cities in the U.S. are located in California; and

WHEREAS, Southern Californians went 85 straight days in 2019 without a single day of good air quality; and

WHEREAS, on October 5, 2021, for California Clean Air Day, 1.8 million participants and 651 organizations participated in 3.8 million actions to clear the air by hosting clean air events and engaging their employees and communities in clean air activities.

NOW, THEREFORE, IT IS HEREBY FOUND, DETERMINED AND RESOLVED by the Ontario International Airport Authority Commission, as follows:

SECTION 1. Hereby recognizes October 5, 2022, as "**CALIFORNIA CLEAN AIR DAY**".

SECTION 2. Effective Date. This Resolution will take effect immediately upon its adoption.

SECTION 3. Certification. The Secretary/Assistant Secretary shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED at a Special Meeting this 22nd day of September, 2022.

ALAN D. WAPNER, OIAA PRESIDENT

ATTEST:

NORMA I. ALLEY, MMC, ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

LORI D. BALLANCE, GENERAL COUNSEL

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF ONTARIO)

I, Norma I. Alley, MMC, Board Clerk/Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY the foregoing Resolution No. 2022-22 was duly passed and adopted by the Commission of the Ontario International Airport Authority at their Special Meeting held September 22, 2022, by the following roll call vote, to wit:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

(SEAL)

NORMA I. ALLEY, MMC
BOARD CLERK/ASSISTANT SECRETARY

The foregoing is the original of Resolution No. 2022-22 duly passed and adopted by the Commission of the Ontario International Airport Authority at their Special Meeting held September 22, 2022.

(SEAL)

NORMA I. ALLEY, MMC
BOARD CLERK/ASSISTANT SECRETARY

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: AWARDING A NON-EXCLUSIVE OPERATING AGREEMENT BETWEEN OIAA AND TURO, INC. COVERING PEER-TO-PEER VEHICLE SHARING

RELEVANT STRATEGIC OBJECTIVE: Invest in ONT and Plan for the Future

RECOMMENDED ACTION(S): The Ontario international Airport Authority (OIAA) Commission authorize the CEO to execute a Non-Exclusive Operating Agreement between the OIAA and Turo, Inc. covering peer-to-peer vehicle sharing.

FISCAL IMPACT SUMMARY: Upon the Rent Commencement Date of this agreement, Turo shall pay the OIAA a 10% Concession Fee of its monthly Gross Sales.

BACKGROUND: Turo is a peer-to-peer vehicle sharing company, where passengers can rent out their vehicles while they are on vacation. Turo is a unique type of ground transportation. Turo currently operates out of the airport’s terminal parking lots. Executing this agreement will set rules and regulations, ensure liability coverage, and collection of trip fees and reports.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: Landside operations; curbside space on the GT island.

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Executive

Submitted to OIAA: September 22, 2022

Approved: _____

Continued to: _____

Denied: _____

CEO Approval:  _____

SCHEDULE: The contract will be executed upon board approval with a targeted commencement date of September 22, 2022.

ATTACHMENTS: N/A

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel.

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: AWARDING A VENDING CONTRACT TO PETAL POCKETS, LLC

RELEVANT STRATEGIC OBJECTIVE: Invest in ONT and Plan for the Future

RECOMMENDED ACTION(S): The Ontario international Airport Authority (OIAA) Commission approve the award of a vending concession agreement with Petal Pockets, LLC.

FISCAL IMPACT SUMMARY: There may be some minor modifications of space and water/electric connections to the proposed sites.

BACKGROUND: OIAA recently awarded two vending contracts as a result of the Vending RFP in January 2022. Petal Pockets, LLC is a local florist operating RG Creations, a brick-and-mortar flower shop awarded "Best Florist in Fontana, CA for 2022". Petal Pockets will offer a price and floral variety in the price point from \$10 - \$60 and experiment with both price and variety to best serve the airport clientele.

PROCUREMENT: After this RFP had concluded and been awarded OIAA was approached in July for a florist shop, and OIAA staff illustrated the benefit of flower vending vs a staffed kiosk. Petal Pockets has since located the 24 floral compartment vending machines and upon award of the agreement will place the order to have the machines in the airport for the 2022 year ending holidays.

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Commercial

Submitted to OIAA: September 22, 2022

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval:  _____

IMPACT ON OPERATIONS: N/A

SCHEDULE: The contract will be executed upon board approval with a targeted commencement date of September 22, 2022. All machines under this agreement will be installed and operational within 60 days or less after the execution of the agreement.

ATTACHMENTS: N/A

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This Agenda Report has been reviewed by OIAA General Counsel.

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: APPROVE A SECOND AMENDMENT TO CONTRACT AGREEMENT SCONT-000324 BETWEEN OIAA AND FRUITION GROWTH, LLC

RELEVANT STRATEGIC OBJECTIVE: Invest in ONT

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO) to execute and approve a second amendment to Contract Agreement SCONT-000324 between OIAA and Fruition Growth, LLC increasing the contract spending, in the amount of \$400,000, for website rebuild, Drupal system upgrade, and ongoing maintenance.

FISCAL IMPACT SUMMARY: Funding for this contract is approved under the Fiscal Year 2022-23 budget. Funding for subsequent years will be requested through the annual budget process.

BACKGROUND: Due to unforeseen delays, project launch and work enacted in the first extension caused expenditure increase above what was anticipated. Staff is asking for an amendment in the contract to go from \$500,000 to \$900,000 for this second contract year. This increase is a contractual change to clean the contract verbiage and will not impact the overall contract amount, which is not to exceed \$1,700,000 over the three-year contract term.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Digital

Submitted to OIAA: September 22, 2022

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval:  _____

SCHEDULE: N/A

ATTACHMENTS: N/A

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ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: NEW POSITION CLASSIFICATIONS AND FTEs

RELEVANT STRATEGIC OBJECTIVE: Master the Basics and Invest in ONT

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize four new position classifications and two additional FTEs.

FISCAL IMPACT SUMMARY: The total for the new position classifications and additional FTEs are expected to increase personnel costs by \$196 for the FYE 2023. Three of the recommended position classifications are upgrades to existing positions, the estimated increase in compensation for each position is expected to be approximately 10-15%, a total of \$25K for all three positions. These costs will be coordinated with OIAA budgeted merit increases. The additional FTEs are expected to increase total personnel costs FYE 2023 by \$171K (\$223K annually). There is no expected net increase to the budget as the increased costs will be derived from personnel savings from vacancies.

BACKGROUND: The return of ONT to pre-pandemic or higher levels of aviation activity has increased workloads and staffing levels, requiring OIAA employees in certain functional areas to assume supervisory and or additional job responsibilities. OIAA management is recommending the following new staff position classifications to meet these increased demands.

Position Upgrades (No additional FTEs)

Finance

The volume and complexity of accounting at the Authority has significantly impacted the responsibilities of OIAA Financial Accounting and Reporting staff. Two individuals within the Department have assumed responsibilities not reflected in their current job descriptions. They perform more complex accounting work and now operate as backups for other Department work. Management is seeking authorization to

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Finance

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Chief Executive
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change the Accountant position to a Senior Accountant position and the Accounts Payable Specialist position to a Senior Accounts Payable Specialist. The new Senior Accountant position reflects increased and/or primary responsibility for general ledger reconciliation, capital assets, grant invoicing and financial statement preparation. The Senior Accounts Payable Specialist includes additional responsibilities for general ledger accounting assistance, month-end workpaper preparation and additional oversight over a more complex and larger volume of accounts payable transactions.

Operations (Vehicle Maintenance)

Management is seeking to add a new position classification for Senior Heavy Duty Mechanic. This position will replace one of the Heavy-Duty Mechanic positions. This new position will act as the supervisor for increased vehicle maintenance staff required to maintain the eight new electric buses recently purchased and expected to be placed in service in Q1 of FYE 2023.

New Positions (2 additional FTEs)

Marketing and Communications

With expanded efforts to engage the community and market ONT, staffing resources have been stressed as many community outreach activities are conducted after regular business hours and on weekends. The department is leveraging resources by incorporating employees from other OIAA departments as well as utilizing volunteers to support these events. However, given the current and expected future demand of community outreach efforts management is recommending the addition of one Community Engagement Specialist. Using these employee and volunteer resources requires more planning and oversight from an experienced manager. Management is seeking to add a Marketing and Communications Manager position to fill this role and assume these responsibilities.

Community Engagement Specialists are key team members who are responsible for the planning and implementation of internal and external OIAA activities. In addition, they represent the airport at community, business, and government sponsored events and activities.

The Manager of Marketing and Communications will assist in the execution of strategic marketing objectives, organize, and manage workload of department specialists, lead in campaign video development and in-house objectives. Volume of the workload in the Marketing and Communications realm has made it difficult to achieve a proactive strategic workflow, and this manager will be responsible for higher dollar value objectives and in executing on the annual deliverables in support of the organization’s strategic objectives.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): These recommended positions will increase total FTEs by 2.

IMPACT ON OPERATIONS: Increased and more efficient use of OIAA staff resources.

SCHEDULE: N/A

ATTACHMENTS: N/A

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ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH KAVPLAN LLC FOR STRATEGIC AVIATION MANAGEMENT AND ADVISORY CONSULTING SERVICES

RELEVANT STRATEGIC OBJECTIVE: Plan for the Future, Master the Basics, and Invest in ONT

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO) to execute a professional services agreement with KavPlan LLC for strategic aviation management and advisory consulting services for one-year not to exceed \$180,000.00; and authorize the CEO to exercise two, one-year extensions, for an overall contract amount not to exceed \$540,000.00.

FISCAL IMPACT SUMMARY: Funds for this contract are available in the FY 2023 Budget. Funding for subsequent years will be requested through the annual budget process.

BACKGROUND: The OIAA requires strategic aviation planning and advisory counsel to assist in providing input, guidance and technical support to the OIAA staff. The proposed agreement is to provide the OIAA with strategic aviation support services through 2023 and allow for annual extension options at the sole discretion of the CEO through 2025, as outlined in the professional services agreement, provided in its entirety as Attachment A.

PROCUREMENT: OIAA's procurement policies allow for non-competitive purchasing if specialized services are unique and competitive proposals would be impractical or undesirable. As determined by OIAA management, KavPlan LLC has demonstrated unique qualifications and has proven expertise in the airport strategic planning needs of ONT. The internal/external knowledge of KavPlan LLC related to OIAA structure and ongoing tasks is unique to this Consultant, and the nature of the contract is such that competitive proposals would not produce an advantage. The advertisement for competitive bids would

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Executive

Submitted to OIAA: September 22, 2022

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be undesirable. In this case, staff recommends an award of contract based on the sole source justification provided in Attachment B.

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS:

1. Sole Source Procurement Justification Form

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ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: CONSENT CALENDAR

SUBJECT: APPROVAL OF ENVIRONMENTAL STUDY FOR THE TERMINAL DEVELOPMENT PROGRAM AND PROJECT DEFINITION PLANNING FOR THE FIRST PHASE OF THE TERMINAL DEVELOPMENT PROGRAM

RELEVANT STRATEGIC OBJECTIVES: Plan for the Future and Invest in ONT

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission approve environmental study for a Terminal Development: approve project definition development for the first phase of a Terminal Development Program; authorize the Chief Executive Officer (CEO) to execute Task Orders not to exceed \$6,000,000 to accomplish the planning services.

FISCAL IMPACT SUMMARY: The project definition document and environmental study services for the project would be completed via existing contracts and funded with existing bond financing.

BACKGROUND: In 2021, the OIAA completed the Existing Terminal and Curbs (ETC) study, which resulted in a vision for the long-term terminal campus. The overall performance and capacity of the existing terminals and landside areas were assessed, including the level of service based on potential future passenger traffic demand. Future passenger demand at ONT is expected to increase regardless of whether the existing terminals are improved or redeveloped.

In 2022, the OIAA initiated the Terminal and Curbside Advanced Planning (TCAP) study to refine the campus plan. This included concept maturity, phasing refinement, cost magnitude estimate, and funding gap analysis. Outcomes of TCAP included refined programming, phasing, sensitivity, and funding assessments.

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Planning

Submitted to OIAA: September 22, 2022

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Chief Executive Officer Approval:  _____

This request is to advance the next steps for the Terminal Development Program environmental analysis of the program and the preparation of a project definition document for the first phase of a Terminal Development Program.

PROCUREMENT: The OIAA has several professional services contracts that could perform the project definition document and environmental analysis for this project. After the planning and environmental review is complete, the OIAA would prepare a request to the OIAA Commission for approval of design development services to advance the project.

CEQA COMPLIANCE AND LAND USE APPROVALS: If authorized, the environmental study for the program would complete an EIR in compliance with CEQA.

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: The project definition document will identify the temporary impacts to ONT operations when this project is in construction.

SCHEDULE: The project definition document would be completed in approximately 9 to 12 months and the environmental study would be completed in approximately 12 to 18 months. Some of this work can happen concurrently and staff expect to be complete and to return to the OIAA Commission for approval of design development services in 24 months.

ATTACHMENTS: N/A

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This Agenda Report has been reviewed by OIAA General Counsel.

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

SUBJECT: APPROVE CEQA CATEGORICAL EXEMPTIONS FOR A GROUND TRANSPORTATION CENTER AT THE ONTARIO INTERNATIONAL AIRPORT AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE DESIGN SERVICES CONTRACTS

RELEVANT STRATEGIC OBJECTIVES: Plan for the Future and Invest in ONT

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission (1) approve California Environmental Quality Act (CEQA) Categorical Exemptions under CEQA Guidelines Sections 15301 (Class 1), Section 15302 (Class 2), and 15332 (Class 32) for the proposed project, and (2) authorize the Chief Executive Officer (CEO) to execute design development services for the proposed project, for a not to exceed budget of \$4,700,000 to accomplish these services.

FISCAL IMPACT SUMMARY: The environmental and design services for the project will be completed via an existing contract. The initial source of funds for construction of the project will be through OIAA airport revenue bond financing and customer facility charges.

BACKGROUND: Prior to the COVID-19 pandemic, the Terminal 2 and Terminal 4 curbsides experienced congestion during peak periods due to the lack of available curb frontage and the single-level roadway mixing enplaning and deplaning curbside operations. To meet the forecasted growth in passenger traffic at Ontario International Airport even with existing facilities, additional curb frontage will be required. A ground transportation center effectively provides additional curb frontage in a remote location, reducing curbside congestion, without impacting existing curbside facilities and operations.

The development of an airport ground transportation center in the middle of existing parking lot 3 would serve select transportation modes, including airport shuttles, hotel shuttles, rideshare vans, and Transportation Network Companies (TNCs).

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Planning

Submitted to OIAA: September 22, 2022

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Denied: _____

CEO Approval: 

The proposed project would reduce idling time of vehicles waiting to access or exit the curbside, reduce vehicle weaving and congestion at the terminal curbside, consolidate ground transportation provider operations at a central location on Airport property, and reduce the number of shuttle trips circulating through the terminal curbside. The consolidation and improved efficiencies of the proposed project will not result in a substantial increase in Airport capacity.

PROCUREMENT: If approved, OIAA will prepare bid documents and advertise for a construction contract to complete the project. Staff will return to the OIAA Commission for approval of the construction contract to complete the project.

CEQA COMPLIANCE AND LAND USE APPROVALS: This project is Categorically Exempt (Class 3 and Class 4) from the requirements CEQA pursuant to CEQA Guidelines Sections 15301 (Class 1), Section 15302 (Class 2), and 15332 (Class 32) as explained in Attachment A to this Report. Also, a Section 163 land-use determination will be submitted and approved by the Federal Aviation Administration for this project prior to initiating design.

STAFFING IMPACT (# OF POSITIONS): None.

IMPACT ON OPERATIONS: The construction of the ground transportation center would require closures of existing surface parking lots. After completion, there would be decreased curbside congestion.

SCHEDULE: The estimated planning and design timeline is anticipated to be one year, with a construction duration of approximately two years, with the start year for construction of 2024 and the ground transportation center to open in 2026.

ATTACHMENTS: ATTACHMENT A – Explanation of Project’s Categorical Exemption from the California Environmental Quality Act (CEQA) Under CEQA Guideline Sections 15301 (Class 1), Section 15302 (Class 2), and 15332 (Class 32).

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This Agenda Report has been reviewed by OIAA General Counsel. |

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

SUBJECT: APPROVE CEQA CATEGORICAL EXEMPTIONS FOR A NEW PARKING GARAGE CONSTRUCTION AT THE ONTARIO INTERNATIONAL AIRPORT AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE DESIGN SERVICES CONTRACTS

RELEVANT STRATEGIC OBJECTIVES: Plan for the Future and Invest in ONT

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission (1) approve California Environmental Quality Act (CEQA) Categorical Exemptions under CEQA Guidelines, Section 15302 (Class 2) and Section 15332 (Class 32) for the proposed project, and (2) authorize the Chief Executive Officer (CEO) to execute design development services for the proposed project, for a not to exceed budget of \$9,500,000 to accomplish these services.

FISCAL IMPACT SUMMARY: The environmental planning services for the project will be completed via an existing contract. The initial source of funds for construction of the project will be through OIAA airport revenue bond financing.

BACKGROUND: The demand for on-Airport parking is expected to be higher than the available parking lot capacity in Lots 2, 3, 4, and 5 by 2026. When parking lots 2, 3, and 4 exceed capacity, it is assumed that demand will stay on-Airport and park in lot 5. This project will provide parking capacity to accommodate the estimated parking demand through approximately 2034 (based on existing terminal facilities at the Airport). The parking garage will have a long (30+ year) service life that meets current seismic design standards.

OIAA proposes to construct and operate a multi-level, 3,000-space parking structure within a portion of the existing Lot 3 surface lot. The Parking Garage would provide short- and long-term private vehicle parking for Airport passengers and employees and would include electric vehicle charging stations, a

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Planning

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Approved: _____

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Denied: _____

CEO Approval: 

parking guidance system to identify available parking spaces, and ancillary vehicle circulation and access improvements. The facility would also provide a consolidated space for rental car operators to conduct rental transactions, process returning vehicles, and prepare vehicles for rental. Above- and at-grade pedestrian access would be constructed between the Parking Garage and the south side of East Terminal Way. Additional ancillary improvements would comprise installation of facility lighting, electrical and drainage infrastructure, and improvements to comply with the Americans with Disabilities Act.

PROCUREMENT: If approved, OIAA will prepare bid documents and advertise for a construction contract to complete the project. Staff will return to the OIAA Commission for approval of the construction contract to complete the project.

CEQA COMPLIANCE AND LAND USE APPROVALS: This project is Categorical Exempt (Class 2) from the requirements CEQA pursuant to CEQA Guidelines 15302 (Class 2) and Section 15332 (Class 32) as explained in Attachment A to this Report. Also, a Section 163 land-use determination will be submitted and approved by the Federal Aviation Administration for this project prior to initiating design.

STAFFING IMPACT (# OF POSITIONS): None.

IMPACT ON OPERATIONS: During construction, existing parking lots at the airport will be impacted by the construction of the new garage and existing surface lot spaces will be lost. The surface spaces that are permanently lost will be replaced in the garage.

SCHEDULE: The estimated planning and design timeline is anticipated to be one year, with a construction duration of approximately two years, with the start year for construction of 2024 and the new parking garage to open in 2026.

ATTACHMENTS: ATTACHMENT A – Explanation of Project’s Categorical Exemption from the California Environmental Quality Act (CEQA) Under CEQA Guideline Sections 15302 (Class 2) and Section 15332 (Class 32).

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ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: SEPTEMBER 22, 2022

SECTION: ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

SUBJECT: APPROVAL OF CHANGES TO BENEFIT COVERAGE/CARRIERS AND EMPLOYER PAID PERCENTAGE OF MEDICAL COVERAGE

RELEVANT STRATEGIC OBJECTIVES: Plan for the Future and Invest in ONT

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the CEO to transfer benefit coverages for 2023, with the exception of medical plans through CalPers, to a competitive small business plan with an established and well-respected broker, Brown & Brown.

FISCAL IMPACT SUMMARY: There will be no impact to OIAA staffing or operations. The financial impact will be \$115,000 and will come partially from Fiscal Year 2022-23 operating budget and remainder will be requested for subsequent Fiscal Year through the annual budget process.

The cost for this proposal is outlined in attachment 1.

Key points of proposal:

- Medical: OIAA to provide 100% employee coverage and 90% dependent coverage versus current contribution of 85% for both employee and dependents through all CalPers plans.
- Dental: Offer an enhanced plan at competitive rates through SunLife.
- Vision: Offer an enhanced plan at competitive rates through SunLife utilizing current VSP network.
- Life Insurance and AD&D: Increase basic plan benefits to employees based on classification
- STD / LTD: Move to fully-funded short-term and long-term disability plans to reduce the potential and devastating financial impact of a single claim.

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Department: Human Resources

Submitted to OIAA: September 22, 2022

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval: 

BACKGROUND: These plans will offer competitive coverage and rates while eliminating the financial risk of current disability plan structure. A robust employee benefits program is a crucial component of any compensation strategy. To increase our benefit offerings and better attract qualified applicants, OIAA compared dental and vision plans from Delta, Mutual of Omaha, Guardian, and SunLife. Cigna matched coverage on all existing Basic Life, AD&D, and Disability plans. Brown & Brown places coverage with carriers rated A- (excellent grade) or better through AM Best, a national credit rating agency with a specific focus on the insurance industry.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS:

1. Proposal

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