

# ONTARIO INTERNATIONAL AIRPORT AUTHORITY

## COMMISSION AGENDA – REGULAR MEETING



**FEBRUARY 24, 2022 AT 2:00 P.M.**

Ontario International Airport Authority Regular Meeting

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

**MARK A. THORPE**  
Chief Executive Officer

**LORI D. BALLANCE**  
General Counsel

**JOHN M. SCHUBERT**  
Treasurer

### 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](mailto: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 they have 1-minute remaining and 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.

## ORDER OF BUSINESS

The regular Commission meeting begins at 2:00 p.m. with Closed Session Public Comment and Closed Session, followed by Public Comment and the Regular Meeting.

(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

## 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

- GC § 54956.9(d)(1): CONFERENCE WITH LEGAL COUNSEL— Existing Litigation
- GC § 54956.9(d)(2) and (e)(3): CONFERENCE WITH LEGAL COUNSEL— Government Claims (3 matters)
- GC § 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Deputy Chief Executive Officer

### 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.

## 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.

## 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

Minutes for the Ontario International Airport Authority regular meeting on January 27, 2022 and approving the same as on file with the Secretary/Assistant Secretary.

### 3. BILLS/PAYROLL

Bills January 1 through January 31, 2022 and Payroll January 1 through January 31, 2022.

### 4. APPROVAL OF MEETING STIPENDS

That the Ontario International Airport Authority Commission approve meeting stipends for President Wapner for the month of January, 2022.

**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. \_\_\_\_\_

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. INVESTMENT REPORT FOR THE SIX MONTHS ENDED DECEMBER 31, 2021**

That the Ontario International Airport Authority (OIAA) Commission receive and file the Investment Report for the six months ended December 31, 2021.

**7. APPROVAL OF A NON-EXCLUSIVE LICENSE AGREEMENT WITH THE SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY FOR THE CONSTRUCTION OF IMPROVEMENTS AT THE CURRENT BUS SHELTERS LOCATED AT TERMINAL 2 AND TERMINAL 4 AT ONTARIO INTERNATIONAL AIRPORT**

That the Ontario International Airport Authority (OIAA) authorize the Chief Executive Officer (CEO), or his designee, the execute a non-exclusive license agreement (NELA) with San Bernardino County Transportation Authority (SBCTA), for the construction of improvements at the current bus shelters located at Terminal 2 and Terminal 4 at Ontario International Airport (ONT), specifically related to the added West Valley Connector (WVC) project which will service ONT.

**8. APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ONTARIO AND THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY**

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or his designee, to negotiate a Memorandum of Understanding (MOU) between the City of Ontario and the Ontario International Airport Authority (OIAA).

**9. APPROVAL OF A CONTRACT WITH FULL SWING GOLF, INC., LICENSE AGREEMENT AND ACQUISITION OF TWO GOLF SIMULATORS**

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or his designee, to negotiate a contract and license agreement with Full Swing Golf, Inc. for acquisition and license of two TopGolf Pro Series P308-A Simulators, for an amount not to exceed \$135,000.

**10. APPROVAL OF AN AGREEMENT WITH PREFERRED MODULAR STRUCTURES, INC. TO BUILD, SHIP AND INSTALL AN ADA COMPLIANT MODULAR SHOWER TRAILER IN THE ADMINISTRATION BUILDING HANGAR FOR EMPLOYEE USE**

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or his designee, to execute a contract with Preferred Modular Structures, Inc. (PMSI), in an amount not to exceed \$228,462, to build, ship and install a modular shower trailer in the Administration Offices building hangar, for employee use.

**11. FISCAL YEAR 2021-2022 QUARTERLY FINANCIAL STATEMENTS FOR SIX MONTHS ENDED DECEMBER 31, 2021**

That the Ontario International Airport Authority (OIAA) Commission receive and file Financial Statements for the six months ended December 31, 2021.

**ADMINISTRATIVE REPORTS/DISCUSSION/ACTION**

**12. APPROVAL OF A TEN-YEAR EXTENSION TO THE EXISTING CONCESSION AGREEMENT WITH HUDSON GROUP, FOR NEW HUDSON EVOLVE STORES REPLACING AUTHORS BOOK STORE IN TERMINAL 2 AND ENLARGING CALI MARKET IN TERMINAL 4 AT ONTARIO INTERNATIONAL AIRPORT**

That the Ontario International Airport Authority (OIAA) authorize the Chief Executive Officer (CEO), or his designee, to execute a ten-year extension to the concession agreement with one five-year option to extend the term at the discretion of the CEO with Board approval, with HG ONT Retailers JV (Hudson Group) to manage and operate a multi brand concession in Terminal 2 and Terminal 4 at Ontario International Airport (ONT). The concessionaire is responsible for all capital investment and will pay the OIAA concession fees ranging from 15% to 19% of gross sales based on financial tiers identified within the agreement and minimum annual guarantee of 80% of the previous year's Percentage Rent. Hudson will invest \$2.49m in the initial phase for the construction of the two new outlets with a mid-term refurbishment investment of \$68.14 per square foot, when completed by July 31, 2030.

**13. APPROVAL OF FISCAL YEAR 2021-2022 PROPOSED OPERATING BUDGET AMENDMENTS AND THE UPDATED AIRPORT SYSTEM RATES AND CHARGES**

That the Ontario International Airport Authority (OIAA) Commission approve the amended Operating Budget for Fiscal Year 2021-2022, including adoption of a resolution to approve the airport system rates and charges to update the landing fee and terminal rental rates. The proposed budget changes will result in a net reduction to the operating budget of \$1.2M (53.2%). Landing fee rates will decrease by 8.3% from \$1.71 per thousand pounds of MGW to \$1.60. Terminal rental rates will decrease by 19.5% from \$99.38 per annual square foot to \$80.00.

RESOLUTION NO. \_\_\_\_

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT  
AUTHORITY COMMISSION APPROVING THE UPDATED AIRPORT  
SYSTEM RATES AND CHARGES FOR FISCAL YEAR 2021-2022

#### **14. APPROVAL OF FISCAL YEAR 2021-2022 PROPOSED CAPITAL BUDGET AMENDMENTS**

That the Ontario International Airport Authority (OIAA) Commission approve the amended Capital Budget for Fiscal Year 2021-2022. The proposed change in the FY 2022 Capital Budget will increase the Capital Budget by \$31.5M.

#### **MANAGEMENT REPORT**

Executive Office

#### **SPECIAL CEREMONIES**

Certificate of Recognition

#### **COMMISSION MATTERS**

President Wapner

Vice President Loveridge

Secretary Bowman

Commissioner Hagman

Commissioner Gouw

#### **ADJOURNMENT**



**DATE:** FEBRUARY 24, 2022

**CLOSED SESSION REPORT**

**ROLL CALL:** Gouw \_\_, Bowman \_\_, Hagman \_\_, Loveridge \_\_, President Wapner \_\_

**STAFF:** CEO \_\_, General Counsel \_\_

- GC § 54956.9(d)(1): CONFERENCE WITH LEGAL COUNSEL— Existing Litigation

No Reportable Action	Continue	Approved
//	//	//

Disposition: \_\_\_\_\_

- GC § 54956.9(d)(2) and (e)(3): CONFERENCE WITH LEGAL COUNSEL— Government Claims (3 matters)

No Reportable Action	Continue	Approved
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Disposition: \_\_\_\_\_

- GC § 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Deputy Chief Executive Officer

No Reportable Action

Continue

Approved

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Disposition: \_\_\_\_\_

Reported by:

\_\_\_\_\_  
General Legal Counsel / Chief Executive Officer



# ONTARIO INTERNATIONAL AIRPORT AUTHORITY



**DATE:** FEBRUARY 24, 2022

**SECTION:** MINUTE ACTION

**SUBJECT:** RELATIVE TO POSSIBLE CONFLICT OF INTEREST

**RECOMMENDED ACTION(S):** Agenda items and contractors/subcontractors 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
09	Full Swing Golf, Inc.	
10	Preferred Modular Structures, Inc.	CRP Plumbing AMCO Structures
12	Hudson Group	

**STAFF MEMBER PRESENTING:** Natalie Gonzaga, Board Clerk

Department: Clerk's Office

Submitted to OIAA: February 24, 2022

ITEM NO. 01

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
REGULAR COMMISSION MEETING  
MINUTES  
JANUARY 27, 2022  
(not official until approved)**

Pursuant to Assembly Bill No. 361, the Ontario International Airport Authority (OIAA) Commission Meeting is being conducted via Zoom and teleconference. Members of the public utilized alternative measures established by OIAA to view the Commission meeting and/or to address the President and Commissioners for the regular meeting held on Thursday, January 27, 2022.

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 2:01 p.m.

**ROLL CALL**

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

ABSENT: Commissioners: None

Also present via Zoom webinar were: Deputy Chief Executive Officer Atif Elkadi, General Counsel Lori Ballance, Assistant General Counsel Kevin P. Sullivan, and Board Clerk Natalie Gonzaga.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Secretary Bowman.

**CLOSED SESSION PUBLIC COMMENT**

There were no public comments for closed session.

**CLOSED SESSION**

President Wapner recessed the regular meeting of the Ontario International Airport Authority to closed session at 2:03 p.m. with all Commissioners in attendance.

- GC § 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Deputy Chief Executive Officer
- CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code section 54956.8.)  
Property: ONT Terminal 2 and Terminal 4  
Agency negotiator: OIAA General Counsel's office  
Negotiating parties: HG ONT Retailer JV

Under negotiation: Lease extension term and price

The Ontario International Airport Authority Commission regular meeting was reconvened in public session at 2:50 p.m.

#### **REPORT ON CLOSED SESSION**

General Counsel Ballance announced there was no reportable action.

#### **PUBLIC COMMENT**

Members of the public wishing to provide public comment for the items on the agenda were able to do so via email comments to [publiccomment@flyontario.com](mailto:publiccomment@flyontario.com), live via telephone at (909) 403-1131, via telephone recording comments at (909) 544-5307, or by mail.

There were no public comments.

#### **AGENDA REVIEW/ANNOUNCEMENT**

No announcements were made.

#### **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 Commissioner Hagman, seconded by Secretary Bowman, and carried by a roll call vote of 5-0-0, to approve the consent calendar Items No. 2-6, including Resolution No. 2022-02.

#### **2. APPROVAL OF MINUTES**

Approved Minutes for the Ontario International Airport Authority regular meeting on December 23, 2021 and special meeting on January 7, 2022 and approving the same as on file with the Secretary/Assistant Secretary.

**3. BILLS/PAYROLL**

Approved Bills December 1 through December 31, 2021 and Payroll December 1 through December 31, 2021.

**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**

The Ontario International Airport Authority (OIAA) Commission adopted 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. 2022-02** 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 A MEMORANDUM OF AGREEMENT BETWEEN THE FEDERAL AVIATION ADMINISTRATION AND THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY**

The Ontario International Airport Authority (OIAA) Commission approved and authorized the Chief Executive Officer (CEO), or his designee, to execute a Memorandum of Agreement (MOA) between the Federal Aviation Administration (FAA) and the OIAA.

**6. APPROVAL OF A PROFESSIONAL SERVICE AGREEMENT WITH AMADEUS AIRPORT IT AMERICAS, INC TO PROVIDE AND IMPLEMENT AN AIRPORT LEASE MANAGEMENT SYSTEM**

The Ontario International Airport Authority (OIAA) Commission approved and authorized the Chief Executive Officer (CEO), or his designee, to execute a professional service agreement between Amadeus Airport IT Americas, Inc., (Amadeus) and the OIAA for a lease management system. Funding for this contract is approved in the Fiscal Year 2021-22 operating budget. The total amount to be paid by the agreement shall not exceed \$392,258, over an initial five-year contract.

**ADMINISTRATIVE REPORTS/DISCUSSION/ACTION**

**7. APPROVAL OF A CONCESSION AGREEMENT WITH BREWERY X, FOR A BREWERY X OUTLET INCORPORATING TWO TOP GOLF SIMULATORS IN TERMINAL 2 AT ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO), or his designee, to negotiate a ten-year term concession agreement (incorporating 50/50 share of all capital expenses including design and construction, operating expenses and net profit), with one five year option at the discretion of the OIAA Commission, with Brewery X Inc., to manage and operate a Brewery X concession inclusive of two top golf simulators in Terminal 2 at Ontario International Airport (ONT), on a sole source basis.

Deputy CEO Elkadi presented this item, providing Commissioners with an overview of the proposed concession agreement with Brewery X. Discussion ensued between Commissioners and Staff regarding the concept. Deputy CEO Elkadi confirmed Brewery X would lead the construction.

**MOTION:** Moved by Commissioner Hagman, seconded by Secretary Bowman, and carried by a roll call vote of 5-0-0, to approve a concession agreement with Brewery X.

## **8. A DISCUSSION REGARDING ESCALATORS IN PASSENGER TERMINALS**

For the Ontario International Airport Authority (OIAA) to discuss the escalators in the passenger terminals.

President Wapner mention this item was presented to have a discussion regarding the escalators in passenger terminals. He requested a discussion regarding the down time and thanked Staff for providing him with more information to understand the issue and limitations.

President Wapner asked Deputy CEO Elkadi what we can do to limit the amount if times the escalators are down or how we can get them back up as quickly as possible when they are down.

Commissioners inquired about reports of the escalator outages, provided suggestions for the future, and Staff discussed approaches to limit down time.

President Wapner inquired about the escalators having the ability to reverse direction, and Deputy CEO Elkadi confirmed the current escalators do not have that capability.

## **MANAGEMENT REPORT**

Deputy CEO Elkadi provided updates on passenger and cargo traffic for December 2021.

## **COMMISSIONER MATTERS**

Commissioner Gouw thanked Staff for keeping the airport doing as well as it has done during the pandemic.

Commissioner Hagman asked Staff if ONT has been experiencing flight delays and the future outlook of the recovery. Deputy CEO mention the airlines are cautiously optimistic on the continued recovery, and any cancellations experienced were related to weather. Commissioner Hagman mentioned resources are available for quick tests to keep the transportation corridors going, is looking forward to 2022, and thanked staff for keeping the terminals safe for passengers.

Secretary Bowman congratulated everyone, including our partners throughout the airport and region.

Vice President Loveridge requested quarterly reports, potentially by Zoom, by our federal lobbyists update us and highlight what is taking place. President Wapner agreed.

President Wapner thanked Deputy CEO Elkadi and Staff for doing a great job.

#### **ADJOURNMENT**

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:09 p.m.

RESPECTFULLY SUBMITTED:

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NATALIE GONZAGA, BOARD CLERK

APPROVED:

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ALAN D. WAPNER, PRESIDENT  
ONTARIO INTERNATIONAL AIRPORT AUTHORITY



**DATE:** FEBRUARY 24, 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; 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 January 2022, President Wapner attended ten (10) additional Authority-related business functions. Full Commission approval is needed to approve payment of these additional stipends.

**STAFF MEMBER PRESENTING:** Atif J. Elkadi, Deputy Chief Executive Officer

Department: Clerk’s Office

Submitted to OIAA: February 24, 2022

Approved: \_\_\_\_\_

Continued to: \_\_\_\_\_

Denied: \_\_\_\_\_

Chief Executive  
Officer Approval:   
For Mark Thorpe

ITEM NO. 04

**CEQA COMPLIANCE:** Exclusion from the definition of “project”: The creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines §15378(b)(4).)

**PRIOR COMMISSION ACTION:** On December 8, 2016, the OIAA Commission adopted Resolution No. 2016-14 approving and adopting the OIAA Bylaws.

**STAFFING IMPACT (# OF POSITIONS):** N/A

**IMPACT ON OPERATIONS:** N/A

**ATTACHMENTS:** N/A

**COMMITTEE RECOMMENDATION:** N/A

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





DATE: FEBRUARY 24, 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 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

STAFF MEMBER PRESENTING: Atif Elkadi, Deputy Chief Executive Officer


Department: Administration

Submitted to OIAA: February 24, 2022

Approved: \_\_\_\_\_

Continued to: \_\_\_\_\_

Denied: \_\_\_\_\_

Chief Executive Officer Approval:   
For Mark Thorpe

California Department of Public Health has evidenced emergency conditions related to the Omicron variant, including ongoing COVID-19 cases, hospitalizations, and deaths.

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 2022-02 on January 27, 2022, 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 March 26, 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 that staff will return with another Resolution on March 24, 2022, 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

**EXHIBITS & ATTACHMENTS:** Attachment A – Proposed Resolution

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This Agenda Report has been reviewed by OIAA General Counsel.

## RESOLUTION NO. 2022-\_\_

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 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 2022-02 at their regular meeting on January 27, 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) February 26, 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 regular meeting this 24<sup>th</sup> day of February 2022.

---

ALAN D. WAPNER  
OIAA PRESIDENT

ATTEST:

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NATALIE GONZAGA  
SECRETARY/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

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LORI D. BALLANCE  
GENERAL COUNSEL

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

I, Natalie Gonzaga, Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY that foregoing Resolution No. 2022-\_\_ was duly passed and adopted by the Commission of the Ontario International Airport Authority at their regular meeting held on February 24, 2022 by the following roll call vote, to wit:

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

\_\_\_\_\_  
NATALIE GONZAGA  
SECRETARY/ASSISTANT SECRETARY

(SEAL)

The foregoing is the original of Resolution No. 2022-\_\_ duly passed and adopted by the Commission of the Ontario International Airport Authority at their regular meeting held February 24, 2022.

\_\_\_\_\_  
NATALIE GONZAGA  
SECRETARY/ASSISTANT SECRETARY

(SEAL)





DATE: FEBRUARY 24, 2022

SECTION: CONSENT CALENDAR

SUBJECT: INVESTMENT REPORT FOR THE SIX MONTHS ENDED DECEMBER 31, 2021

RELEVANT STRATEGIC OBJECTIVE: Invest in ONT; Master the Basics.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission receive and file the Investment Report for the six months ended December 31, 2021.

FISCAL IMPACT SUMMARY: As of December 31, 2021, the OIAA’s investment portfolio included a single financial instrument with the Local Agency Investment Fund (LAIF). The fair market value (FMV) of the OIAA’s investment in LAIF was \$32,839,032, an increase of \$133,449 from the FMV at June 30, 2021. Interest earned on the LAIF investment for the six months ended December 31, 2021, totaled \$38,790. No additional investments in or distributions from LAIF funds were made during the six months ended December 31, 2021.

BACKGROUND: In October of 2016, the OIAA adopted an investment policy for OIAA’s revenues in conformance with federal, state, and other legal requirements, including California Government Code Section 53600 et seq. The objectives of the OIAA’s investment policy is safety of principal and enhancement of the economic status of the OIAA. The policy sets forth investment objectives, safekeeping of securities, reporting, competitive bidding, authorization for the purchase and sales of investments, allowable types of investments and an annual policy review. In addition, to and in conformity with the adopted Investment Policy, the OIAA adopted a resolution for the investment of inactive funds in the Local Agency Investment Fund.

The Investment Policy requires that reporting include statements as to the OIAA’s compliance with the investment policy, as well as a statement denoting the ability of the OIAA to meet its expenditure requirements for the next six months, or an explanation as to why sufficient money may not be available.

STAFF MEMBER PRESENTING: John M. Schubert, Chief Financial Officer

Department: Finance

Submitted to OIAA: February 24, 2022

Chief Executive Officer Approval: [Signature] For Mark Thorpe

Approved:
Continued to:
Denied:

The OIAA's investment portfolio as of and for the six months ended December 31, 2021, consists of a single investment in the California Treasury Local Agency Investment Fund (LAIF).

Significant financial aspects of the portfolios' financial position and performance are included in the following table:

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
FOR THE YEAR ENDING JUNE 30, 2022**

Description	Quarter Ended				Balance, Year Ending June 30, 2022
	09/30/2021	12/31/2021	03/31/2022	06/30/2022	
FMV End of Quarter	\$ 32,739,138	\$ 32,839,032	\$ -	\$ -	\$ -
Interest Receivable	\$ 19,933	\$ 18,857	\$ -	\$ -	\$ -
Interest Earned	\$ 19,933	\$ 18,857	\$ -	\$ -	\$ 38,790
Unrealized Gain (Loss)	\$ 6,850	\$ 79,961	\$ -	\$ -	\$ 86,811

**Required Investment Policy Statements:**

- The investments identified above comply in all material respects with the OIAA's Investment Policy.
- The OIAA has the ability to meet its expenditure requirements for the next six months.

**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:** N/A

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



**DATE:** FEBRUARY 24, 2022

**SECTION:** CONSENT CALENDAR

**SUBJECT:** APPROVAL OF A NON-EXCLUSIVE LICENSE AGREEMENT WITH THE SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY FOR THE CONSTRUCTION OF IMPROVEMENTS AT THE CURRENT BUS SHELTERS LOCATED AT TERMINAL 2 AND TERMINAL 4 AT ONTARIO INTERNATIONAL AIRPORT

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

**RECOMMENDED ACTION(S):** That the Ontario International Airport Authority (OIAA) authorize the Chief Executive Officer (CEO), or his designee, the execute a non-exclusive license agreement (NELA) with San Bernardino County Transportation Authority (SBCTA), for the construction of improvements at the current bus shelters located at Terminal 2 and Terminal 4 at Ontario International Airport (ONT), specifically related to the added West Valley Connector (WVC) project which will service ONT.

**FISCAL IMPACT SUMMARY:** The SBCTA is responsible for the capital improvements at the bus shelters related to the WVC project. ONT anticipates entering into a separate agreement with Omnitrans for the continued service of the WVC at ONT, which will outline an “in kind exchange” for their capital improvements. This project will generate new ways for passengers to access the Airport through the WVC lines.

**BACKGROUND:** ONT is a medium hub airport and the OIAA wishes to provide passengers traveling with a friendly environment that helps reduce the stress of travel, while providing them with a superior travel experience. The addition of the SBCTA WVC line provides passengers another means of access and transportation to the Airport. The OIAA is confident that the introduction of WVC stations in T2 and in T4 is an important step to provide customers a multimodal access to the Airport.

**STAFF MEMBER PRESENTING:** Michelle Brantley, Chief Planning Officer

Department: Program Management

Submitted to OIAA: February 24, 2022

Approved: \_\_\_\_\_

Continued to: \_\_\_\_\_

Denied: \_\_\_\_\_

Chief Executive  
Officer Approval:   
For Mark Thorpe

ITEM NO. 07

**PROCUREMENT:** N/A.

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A.

**STAFFING IMPACT (# OF POSITIONS):** N/A.

**IMPACT ON OPERATIONS:** There may be a slight increase in bus traffic experienced on Terminal Way. No impact to operations is anticipated.

**SCHEDULE:** Schedule for the SBCTA construction is TBD, anticipated to be in 2022.

**ATTACHMENTS:** Attachment A: Proposed Non-Exclusive License Agreement (NELA) between the Airport and SBCTA.

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



**DATE:** FEBRUARY 24, 2022

**SECTION:** CONSENT CALENDAR

**SUBJECT:** APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ONTARIO AND THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

**RELEVANT STRATEGIC OBJECTIVE:** Invest in ONT; Plan for The Future.

**RECOMMENDED ACTION(S):** That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or his designee, to negotiate a Memorandum of Understanding (MOU) between the City of Ontario and the Ontario International Airport Authority (OIAA).

**FISCAL IMPACT SUMMARY:** N/A

**BACKGROUND:** The Ontario International Airport Authority (OIAA) and the City of Ontario (City) each own real property within the City and seek to work collaboratively with one another regarding future potential property acquisition(s).

The City currently owns a 5.58 acre parcel that includes a 120,000 square foot facility (built in 2021) commonly known as the former Sunrise Parking Lot and located at 1236 E. Airport Drive. The OIAA would like to acquire the property to be used for a future Container Freight Station (CFS) where the Customs & Border Protection (CBP) will provide International Cargo Inspections. The CFS will allow the Ontario International Airport (ONT) to accept and clear international cargo.

The OIAA currently owns 14.6 acres within the 80-acre property commonly known as the "Part 150 Land" and bordered by S. Grove Ave to the east, E. State St to the north, E. Ontario Blvd to the south, and S. Cucamonga Ave to the west. Upon acquisition, the City intends to develop the site taking into account all potential FAA and City restrictions.

**STAFF MEMBER PRESENTING:** Atif Elkadi, Deputy Chief Executive Officer

Department: Commercial

Submitted to OIAA: February 24, 2022

Approved: \_\_\_\_\_

Continued to: \_\_\_\_\_

Denied: \_\_\_\_\_

Chief Executive Officer Approval:  \_\_\_\_\_  
For Mark Thorpe

ITEM NO. 08

The MOU is established to set expectations for both the OIAA and City related to the intended future transaction(s) and establish parameters for OIAA to access the City property to start various due diligence related to the following: AOA fence line modifications, tenant improvement planning and future advertising of an RFQ soliciting for qualified firms to operate and manage the facility. The term of the MOU will be for one (1) year and may be extended upon mutual written agreement.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** The Issuance or approval of leases, agreements, renewals, amendments, or extension thereof, granting use of an existing facility at a public airport, involving negligible or no expansion of use is exempt from the requirements of the California Environmental Quality Act (CEQA). In addition, to the extent any alteration of facilities occurs, CEQA Guidelines section 15301 provides an exemption for minor alterations to existing structures or facilities involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

**STAFFING IMPACT (# OF POSITIONS):** N/A

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** N/A

**ATTACHMENTS:** Attachment A: MOU

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



DATE: FEBRUARY 24, 2022

SECTION: CONSENT CALENDAR

SUBJECT: APPROVAL OF A CONTRACT WITH FULL SWING GOLF, INC., LICENSE AGREEMENT AND ACQUISITION OF TWO GOLF SIMULATORS

RELEVANT STRATEGIC OBJECTIVE: Invest in ONT; Plan for the Future; Master the Basics.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or his designee, to negotiate a contract and license agreement with Full Swing Golf, Inc. for acquisition and license of two TopGolf Pro Series P308-A Simulators.

FISCAL IMPACT SUMMARY: The total cost to acquire, ship and install two TopGolf Pro Series P308-A Simulators, for an amount not to exceed \$135,000. The simulators require a contract and software license agreement for software necessary to operate the simulators, including: Topgolf Swing Suite® proprietary gaming software (which includes, without limitation, applicable multi-sport games that include the Topgolf brand), Periodic Swing Suite software updates and Additional Games. Any new non-golf sports or video gaming content will be available as add-on features and may require an additional fee. The monthly license fee is \$2,000 per simulator. The total annual cost for both machines is \$48,000. The capital and operating costs of the simulator will be recovered through simulator studio rental fees and expected additional sales of food and beverages. The estimated annual revenues for both machines is estimated to average \$165,000 per year over the next five years. The net revenues: revenue less depreciation, license fees and miscellaneous operating costs will be shared under the OIAA’s agreement with Brewery X, which was approved by the Board of Commissioners on January 27, 2022.

BACKGROUND: The Board of Commissioners approved a concession agreement between Brewery X and the OIAA to operate a restaurant and bar in terminal 2 under the Brewery X name. The agreement

STAFF MEMBER PRESENTING: Atif Elkadi, Deputy Chief Executive Officer

Department: Commercial

Submitted to OIAA: February 24, 2022

Approved: \_\_\_\_\_

Continued to: \_\_\_\_\_

Denied: \_\_\_\_\_

Chief Executive Officer Approval:  For Mark Thorpe

ITEM NO. 09



provides that OIAA and Brewery X will be responsible for a 50/50 share of all capital investment inclusive of design, construction and fit out, all operational costs inclusive of marketing and promotional activations and an equal share of net profits. This revenue sharing arrangement includes the acquisition of two Full Swing Golf simulators. The Brewery X concession is expected to open in July 2022 and the simulators will be part of the concession design and operation. The simulators must be ordered as soon as possible to reasonably ensure they will be received, installed and in operational order when the Brewery X concession begins operation.

**PROCUREMENT:** The Full Swing Simulators and software are being procured under the sole source provisions of OIAA’s procurement policies. The simulators and the software are proprietary to Full Swing Golf, Inc. and are not available through any other source.

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A

**STAFFING IMPACT (# OF POSITIONS):** N/A

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** To open no later than July 31, 2022.

**COMMITTEE RECOMMENDATION:** N/A.

**ATTACHMENTS:** Attachment A: Sole Source Procurement Form

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



**DATE:** FEBRUARY 24, 2022

**SECTION:** CONSENT CALENDAR

**SUBJECT:** APPROVAL OF AN AGREEMENT WITH PREFERRED MODULAR STRUCTURES, INC. TO BUILD, SHIP AND INSTALL AN ADA COMPLIANT MODULAR SHOWER TRAILER IN THE ADMINISTRATION BUILDING HANGAR FOR EMPLOYEE USE

**RELEVANT STRATEGIC OBJECTIVE:** Invest in ONT.

**RECOMMENDED ACTION(S):** That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO), or his designee, to execute a contract with Preferred Modular Structures, Inc. (PMSI), in an amount not to exceed \$228,462, to build, ship and install a modular shower trailer in the Administration Offices building hangar, for employee use.

**FISCAL IMPACT SUMMARY:** In August 2021 the Board of Commissioners approved the Capital Budget FYE 2022. The Modular Shower Trailer project (Project) was included in this Capital budget for a total of \$150,000. Subsequently OIAA issued an RFP to build, ship and install a Modular Shower Trailer (Facility). The submitted proposals exceeded the budgeted amount and therefore Management is submitting a Capital Budget Amendment, increasing the budget Authority for this Project to \$230,000.

**BACKGROUND:** As part of our wellness program and investment in our staff, we wish to provide shower facilities. With the shower facilities, employees will have the ability incorporate onsite workouts into their day, which will help encourage meeting fitness goals, resulting in improved wellness and productivity.

A selection of a modular shower trailer provided for a more economical approach than construction in our existing building. The modular shower also provides the ability to move the unit to another location on the airport in the future.

**STAFF MEMBER PRESENTING:** Deputy Chief Executive Officer, Atif Elkadi

Department: Administration

Submitted to OIAA: February 24, 2022

Approved: \_\_\_\_\_

Continued to: \_\_\_\_\_

Denied: \_\_\_\_\_

Chief Executive Officer Approval:   
For Mark Thorpe

ITEM NO. 10

**PROCUREMENT:** On December 13, 2021, the OIAA issued RFP #202107013 through Planet Bids to thirty-four prospective proposers for an ADA Mobile Modular Shower Facility (AMMSF) at ONT. One responsive proposal was received by the due date of January 7, 2022, which was evaluated by an OIAA committee panel for responsiveness, qualifications, completion schedule and cost/fees associated with the acquisition of the facility, and on-site labor for the installation of the AMMSF. The committee determined that the sole respondent met the requirements of the proposal and therefore recommends the award of contract to Preferred Modular Inc., for the AMMSF.

**CEQA COMPLIANCE AND LAND USE APPROVALS:** This project does not require National Environmental Policy Act (NEPA) approval by the Federal Aviation Administration (FAA). This project is also Categorically Exempt (Class 1 and Class 2) from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 provides an exemption for relating to minor alterations to existing structures or facilities involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination, as well as under CEQA Guidelines Section 15302 relating to the reconstruction of existing structures or facilities involving substantially the same purpose and capacity as the structure replaced. Due to the nature of the project, we do not have to post a Notice of Exemption (NOE).

**STAFFING IMPACT (# OF POSITIONS):** N/A

**IMPACT ON OPERATIONS:** N/A

**SCHEDULE:** Approximate schedule pending approval of the contract: The design drawing creation will take 2 weeks. Thereafter, the building will be manufactured in 45 days. The mobilization, installation, inspection, and acceptance on site at ONT will take an additional 5 weeks.

**ATTACHMENTS:** Attachment A – Contract between the OIAA and PMSI.

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



DATE: FEBRUARY 24, 2022

SECTION: CONSENT CALENDAR

SUBJECT: FISCAL YEAR 2021-2022 QUARTERLY FINANCIAL STATEMENTS FOR SIX MONTHS ENDED DECEMBER 31, 2021

RELEVANT STRATEGIC OBJECTIVE: Invest in ONT; Master the Basics.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission receive and file Financial Statements for the six months ended December 31, 2021.

FISCAL IMPACT SUMMARY: The OIAA’s increase in net position exceeded the budget by \$15M, driven largely by higher-than-expected passenger carrier activity. This activity resulted in an operating revenue budget favorable variance of \$7.5M (18.4%). In addition, the operating expense budget reflects a favorable variance of \$2.1M (5.7%) as a result of conservative expenditure policies and service levels in the terminals corresponding with passenger activity levels.

BACKGROUND: Aviation Activity and Financial Statements: In June 2021, 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 carrier 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. The attached financial statements reflect these industry and economic conditions, as well as the OIAA’s efforts to meet these conditions.

Aviation Activity: Aviation activity is measured predominately as a function of commercial enplanements and landed weights as these activities act as direct and indirect drivers of most operating revenues for the Airport.

STAFF MEMBER PRESENTING: John M. Schubert, Chief Financial Officer

Department: Finance

Submitted to OIAA: February 24, 2022

Approved: \_\_\_\_\_

Continued to: \_\_\_\_\_

Denied: \_\_\_\_\_

Chief Executive Officer Approval:  For Mark Thorpe

Enplanements are a measurement exclusive to passenger carriers, and directly and indirectly impact all concession revenues, passenger facility charge revenues, and customer facility charge revenues. Enplanements for the six months ended December 31, 2021, totaled 1.4M, which exceeded the budgeted amount of 967K by 448K (46.3%). Enplanements for the six months ended December 31, 2021, were also 823K (139.1%) higher than the same period in the prior fiscal year.

**Aviation Activity (continued):** Landed weights (in thousand-pound units) for the six months ended December 31, 2021, totaled 4.3M, which exceeded the budgeted amount of 3.8M by 499K (13.1%). Landed weights for the six months ended December 31, 2021, were also 570K (15.2%) higher than the same period in the prior fiscal year. The increase in landed weights over budget for the same period in the prior fiscal year was due primarily to increased passenger activity. Passenger landed weights exceeding budget by 519K (50.7%) and increasing by 593K (62.5%) over the same period in the prior fiscal year. Cargo landed weights were flat compared to budget and the same period in the prior fiscal year.

### **Financial Results for the Six Months Ended December 31, 2021**

**Operating Revenues:** Operating revenues exceed budget by \$7.5M (18.4%) with favorable variances in all aeronautical and nonaeronautical revenues, except operating grant revenues.

Aeronautical revenues exceeded budget by \$3M (13.7%), for all financial statement categories. Higher-than-expected passenger landed weights resulted in landing fee revenues exceeding budget by \$894K (13.7%). Facilities rent exceeded budget by \$473K (6%), which was primarily driven by the return of international flights and two new non-signatory airlines, Avianca and Express Jet. Land rent exceeded budget by \$672K (10.2%), which was driven by the new Federal Express facility and rent recoveries. Airline fees exceeded budget by \$982K (98.9%), which was primarily the result of recoveries experienced in passenger operations and additional revenue received for contract services. The additional revenue received for contract services was primarily the result of the revised NELA Revenue Agreement effective November 1, 2021, to add NELA revenue generated from services to signatory airlines.

Nonaeronautical revenues exceeded budget by \$4.5M (23.9%), which was driven by higher than planned passenger carrier activities. Non-terminal rents exceeded budget by \$115K (9.6%). Total concession revenue of \$21M exceeded budget by \$8M (61%). Concession revenue favorable variances included parking of \$5.2M (62.2%), rental cars of \$1.8M (57.1%), food and beverage of \$333K (88.9%), gift and news of \$311K (53.4%), and other concessions of \$372K (55.1%).

**Operating Expenses:** Total operating expenses of \$34.2M were favorable to the budget by \$2.1M (5.7%). There were favorable variances in all operating expense categories except for telecommunications and utilities. Public Safety was flat compared to budget. Favorable operating expense variances include personnel of \$597K (12.6%), contractual services of \$636K (4.6%), materials and supplies of \$442K (50.4%), insurance and administration of \$41K (5.0%), and net other operating expenses of \$390K (11.4%). Telecommunications and utilities experienced an unfavorable variance of \$36K (1.2%).

**Nonoperating Revenues and Expenses:** Net nonoperating revenues exceeded budget by \$1.7M (51.1%), which was primarily a result of higher than planned passenger carrier activities. Net nonoperating

revenue favorable variances included passenger facility charge revenues of \$1.9M (50.6%) and customer facility charge revenues of \$99K (6.6%). The favorable variances in net nonoperating revenues were partially offset by lower net investment income of \$352K (72.8%). Lower investment income was associated with lower than anticipated unrealized gains from the OIAA's investment in the California Local Agency Investment Fund (LAIF). Unrealized gains and losses are attributable to temporary changes in market conditions, primarily interest rates.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A

**STAFFING IMPACT (# OF POSITIONS):** N/A

**IMPACT ON OPERATIONS:** The financial results provide additional resources for the OIAA to respond to increased passenger carrier activity.

**SCHEDULE:** N/A

**COMMITTEE RECOMMENDATION:** Finance & Audit Committee meeting 2/15/2022.

**ATTACHMENTS:** Attachment A: OIAA Financial Statements for the Six Months Ended December 31, 2021

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



**DATE:** FEBRUARY 24, 2022

**SECTION:** ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

**SUBJECT:** APPROVAL OF A TEN-YEAR EXTENSION TO THE EXISTING CONCESSION AGREEMENT WITH HUDSON GROUP, FOR NEW HUDSON EVOLVE STORES REPLACING AUTHORS BOOK STORE IN TERMINAL 2 AND ENLARGING CALI MARKET IN TERMINAL 4 AT ONTARIO INTERNATIONAL AIRPORT

**RELEVANT STRATEGIC OBJECTIVE:** Invest in ONT; Plan for the Future; Master the Basics.

**RECOMMENDED ACTION(S):** That the Ontario International Airport Authority (OIAA) authorize the Chief Executive Officer (CEO), or his designee, to execute a ten-year extension to the concession agreement with one five-year option to extend the term at the discretion of the CEO with Board approval, with HG ONT Retailers JV (Hudson Group) to manage and operate a multi brand concession in Terminal 2 and Terminal 4 at Ontario International Airport (ONT).

**FISCAL IMPACT SUMMARY:** The concessionaire is responsible for all capital investment and will pay the OIAA concession fees ranging from 15% to 19% of gross sales based on financial tiers identified within the agreement and minimum annual guarantee of 80% of the previous year's Percentage Rent. Hudson will invest \$2.49m in the initial phase for the construction of the two new outlets with a mid-term refurbishment investment of \$68.14 per square foot, when completed by July 31, 2030.

**BACKGROUND:** ONT is a medium hub airport and the OIAA wishes to provide passengers traveling with a friendly environment that helps reduce the stress of travel, while providing them with a superior travel experience and world class amenities. The OIAA is confident that the introduction of Hudson's Evolve concept concessions in T2 and in T4 is an important step to provide such highly-sought-after amenities for the continued growth and productivity of the OIAA concession business.

**STAFF MEMBER PRESENTING:** Deputy Chief Executive Officer, Atif Elkadi

Department: Commercial

Submitted to OIAA: February 24, 2022

Approved: \_\_\_\_\_

Continued to: \_\_\_\_\_

Denied: \_\_\_\_\_

Chief Executive Officer Approval:  \_\_\_\_\_

For Mark Thorpe

ITEM NO. 12

The incumbent operator Hudson have developed several new concepts over the past 18 months to meet the ever-changing needs of the industry and consumer choices. The current Authors Book Store in Terminal 2 is reminiscent of a 1970's retail design and is in urgent need of refurbishment. The Hudson group approached the OIAA with a proposal to replace the Authors Bookstore and also replace and increase the size of Cali Market in Terminal 4 with one of their new multiband stores "Evolve by Hudson" multi brand outlets in return for a 7-year contract extension and no change in the terms and conditions. The OIAA negotiated extending the term to ten years and eliminating the different concession fees by outlet by terminal, replacing them with a standard concession fee across all outlets/terminals standardizing the base concession fee at 15% increasing based on turnover with increased tiers of 17% and 19%. The new concession fees will be introduced with immediate effect inclusive of all existing outlets. This places OIAA in the higher percentile of concession fees in North America excluding duty free, for retail concessions. In addition, Hudson agreed to the removal of the contractual commitment to open a duty-free kiosk and a duty-free store to allow 360 Duty Free to open and operate the Board approved duty-free store for 360 Duty Free and more Inc.

**PROCUREMENT: N/A**

**CEQA COMPLIANCE AND LAND USE APPROVALS: N/A**

**STAFFING IMPACT (# OF POSITIONS): N/A**

**IMPACT ON OPERATIONS:** There is no impact on operations.

**SCHEDULE:** To be open no later than October 31, 2022.

**COMMITTEE RECOMMENDATION:** Commercial Committee meeting 1/20/2022.

**ATTACHMENTS:** Attachment A: Proposed Concession Agreement Amendment.

*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](mailto:clerk@flyontario.com).*

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





DATE: FEBRUARY 24, 2022

SECTION: ADMINISTRATIVE REPORT/DISCUSSION/ACTION

SUBJECT: APPROVAL OF FISCAL YEAR 2021-2022 PROPOSED OPERATING BUDGET AMENDMENTS AND THE UPDATED AIRPORT SYSTEM RATES AND CHARGES

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

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission approve the amended Operating Budget for Fiscal Year 2021-22, including adoption of a resolution to approve the airport system rates and charges to update the landing fee and terminal rental rates.

FISCAL IMPACT SUMMARY: The proposed budget changes will result in a net reduction to the operating budget of \$1.2M (53.2%). Landing fee rates will decrease by 8.3% from \$1.71 per thousand pounds of MGW to \$1.60. Terminal rental rates will decrease by 19.5% from \$99.38 per annual square foot to \$80.00.

BACKGROUND: Fiscal Year Financial Performance: In June 2021, 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 aviation activity as a result of the COVID-19 pandemic. Passenger activity has resumed near normal levels with enplanements at 1,414,979 for the six-months ending December 31, 2021, which is 94.7% of the same six-months for the year ending June 30, 2021, the previous high. This activity has driven favorable financial results, including operating revenues that exceed budget by \$7.5M and operating expenses that are lower than budget by \$2.1M for the six-months ending December 31, 2021. This favorable financial performance provides an opportunity to accelerate and expand current operating resources and initiatives, as well as to reduce landing fee and terminal rental rates. Consequently, management has prepared an amended operating budget for the year ended June 30, 2022 that reflects these changes.

STAFF MEMBER PRESENTING: Chief Financial Officer, John M. Schubert

Department: Finance

Submitted to OIAA: February 24, 2022

Approved: \_\_\_\_\_

Continued to: \_\_\_\_\_

Denied: \_\_\_\_\_

Chief Executive Officer Approval:   
For Mark Thorpe

ITEM NO. 13

**Operating Budget Amendment:** Proposed operating budget amendments have detailed in the attached Exhibits A and B and are described below.

**Operating Revenues:** Operating revenue budgets have been increased by \$12.4M to reflect expected material increases in forecast operating revenues. Major budget increases include Auto Parking of \$7.9M (48.2%) and Rental Cars of \$2.5M (40.0%). The budget increases associated with these revenue categories have been reduced by decreases in estimated landing fees of \$2.1M (16.0%) and terminal rents of \$3.4M (21.5%).

**Operating Expenses:** Personnel changes have resulted in a net reduction in the budgeted personnel costs of \$827K (8.0%). This is a net decrease associated with expected cost savings from higher-than-expected vacancies offset by increased costs from new Board approved positions that were added during the six-months ending December 31, 2021 and one additional position requested below. Nonpersonnel costs have been increased by \$4.5M (7.1%) to accelerate and expand operating resources and initiatives.

**Other Sources and (Uses):** Total other sources and uses have been increased from \$17.0M to \$21.2M. The increase is substantially related to a reduction in required fund transfers (use) of \$3.8M offset by an increase in other reserve balances of \$809K. The originally budgeted unrestricted fund transfer was an amount necessary to keep the terminal rental rates the same as the previous fiscal year, \$99.38 annual per square foot. This funding is longer required to meet this terminal rental rate.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** N/A

**STAFFING IMPACT (# OF POSITIONS):** N/A

**IMPACT ON OPERATIONS:** The financial results provide additional resources for the OIAA to respond to increased passenger carrier activity.

**SCHEDULE:** N/A

**COMMITTEE RECOMMENDATION:** Finance & Audit Committee meeting 2/15/2022.

**ATTACHMENTS:** Attachment A: Operating Budget Proposed Amendments. Attachment B: Resolution to approve the updated Airport Systems Rates and Charges.

*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](mailto:clerk@flyontario.com).*

This Agenda Report has been reviewed by OIAA General Counsel.

ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
OPERATING BUDGET PROPOSED AMENDMENTS  
FOR THE YEAR ENDING JUNE 30, 2022

	Adopted Budget	Amended Budget	Increase (Decrease) FY 2022 vs FY 2022 Amended	
	FY 2022	FY 2022	\$	%
<b>Aeronautical</b>				
Landing fees	\$ 13,003,856	\$ 10,927,123	\$ (2,076,733)	-15.97%
Facility rentals	15,917,174	12,498,880	(3,418,294)	-21.48%
Land rentals	12,905,234	13,650,157	744,923	5.77%
Gate use and jet bridge fees	822,052	822,052	-	0.00%
Plane parking	748,347	748,347	-	0.00%
Airline handling service fees	150,000	150,000	-	0.00%
Operating grants	309,000	309,000	-	0.00%
<b>Total aeronautical</b>	<b>43,855,663</b>	<b>39,105,560</b>	<b>(4,750,104)</b>	<b>-10.83%</b>
<b>Nonaeronautical</b>				
Auto parking	16,293,159	24,153,231	7,860,072	48.24%
Rental cars	6,191,415	8,666,675	2,475,260	39.98%
Food and beverage	741,217	1,332,936	591,719	79.83%
News and gifts	1,153,350	1,760,690	607,339	52.66%
Ground transportation	813,166	813,166	-	0.00%
Advertising and Other Concessions	468,260	468,260	-	0.00%
Facility and land rentals - nonaeronautical	2,407,890	2,537,526	129,636	5.38%
Other	660,910	660,910	-	0.00%
Operating grants - CRRSA	8,199,781	8,199,781	-	0.00%
<b>Total nonaeronautical</b>	<b>36,929,148</b>	<b>48,593,175</b>	<b>11,664,027</b>	<b>31.58%</b>
<b>Total operating revenues</b>	<b>80,784,811</b>	<b>87,698,734</b>	<b>6,913,923</b>	<b>8.56%</b>
<b>Personnel</b>				
Salaries, wages and overtime	8,311,546	7,637,593	(673,953)	-8.11%
Employee benefits and taxes	1,962,450	1,809,426	(153,024)	-7.80%
<b>Total personnel</b>	<b>10,273,996</b>	<b>9,447,019</b>	<b>(826,977)</b>	<b>-8.05%</b>
<b>Nonpersonnel</b>				
Public safety	19,249,453	19,249,453	-	0.00%
Contractual services	27,787,414	31,785,104	3,997,690	14.39%
Insurance and administration	1,642,077	1,642,077	-	0.00%
Materials and Supplies	1,752,387	1,752,387	-	0.00%
Telecommunications and utilities	5,759,600	5,759,600	-	0.00%
Other operating expenses	6,862,453	7,340,750	478,297	6.97%
<b>Total nonpersonnel</b>	<b>63,053,384</b>	<b>67,529,371</b>	<b>4,475,987</b>	<b>7.10%</b>
<b>Total operating expenses</b>	<b>73,327,379</b>	<b>76,976,390</b>	<b>3,649,010</b>	<b>4.98%</b>
<b>Net Income from operations</b>	<b>7,457,432</b>	<b>10,722,345</b>	<b>3,264,913</b>	<b>43.78%</b>
<b>Nonoperating Revenues</b>				
Interest income	966,424	966,424	-	0.00%
Passenger facility charges	7,440,632	7,440,632	-	0.00%
Customer facility charges	2,959,071	3,131,978	172,907	5.84%
<b>Total nonoperating revenues</b>	<b>11,366,126</b>	<b>11,539,034</b>	<b>172,907</b>	<b>1.52%</b>
<b>Net income</b>	<b>18,823,558</b>	<b>22,261,378</b>	<b>3,437,820</b>	<b>18.26%</b>
<b>Other Sources and (Uses)</b>				
Debt service	(11,795,628)	(11,795,628)	-	0.00%
Reserve balance (increase) decrease	(2,865,983)	(3,675,513)	(809,530)	28.25%
Depreciation	(5,777,731)	(5,777,731)	-	0.00%
Unrestricted Fund Transfer	3,845,000	-	(3,845,000)	-100.00%
<b>Total other sources and uses</b>	<b>(16,594,342)</b>	<b>(21,248,871)</b>	<b>(4,654,530)</b>	<b>28.05%</b>
<b>Net increase (decrease)</b>	<b>\$ 2,229,217</b>	<b>\$ 1,012,507</b>	<b>\$ (1,216,710)</b>	<b>-54.58%</b>
<b>Rate Adjustments</b>				
Landing fee	\$ 1.71	\$ 1.60	\$ (0.11)	-6.4%
Terminal rental rate	\$ 99.38	\$ 80.00	\$ (19.38)	-19.5%

## RESOLUTION NO. 2022-\_\_\_\_

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT  
AUTHORITY COMMISSION APPROVING THE UPDATED  
AIRPORT SYSTEM RATES AND CHARGES FOR FISCAL YEAR  
2021-22

**WHEREAS**, the Ontario International Airport Authority (“the Authority” or “OIAA”) was established under a Joint Exercise of Powers Agreement between the City of Ontario and the County of San Bernardino (the “Joint Powers Agreement”) pursuant to the purpose of operating, maintaining, developing, and marketing the Ontario International Airport (the “Airport”); and

**WHEREAS**, the Authority Commission previously adopted Resolution No. 2021-10, approving the Annual Budget and Airport System Rates and Charges for FY 2021-22, effective July 1, 2021, at a public meeting held on June 15<sup>th</sup>, 2021; and

**WHEREAS**, the Authority Commission previously adopted Resolution No. 2021-17, approving an update to the Annual Budget and Airport System Rates and Charges for FY 2021-22, effective September 1, 2021, at a public meeting held on August 26<sup>th</sup>, 2021; and

**WHEREAS**, the Authority Commission previously adopted Resolution No. 2021-21, approving an update to the Annual Budget and Airport System Rates and Charges for FY 2021-22, effective September 1, 2021, at a public meeting held on September 13, 2021; and

**WHEREAS**, the Authority reviewed the current Landing Fees and Terminal Rental Rates; and

**WHEREAS**, based on the updated analysis, the Authority staff recommends approval of an increase to the Landing Fees and Terminal Rental Rates for the remaining of Fiscal Year 2021-22 in accordance with the provisions of the Joint Powers Agreement; and

**WHEREAS**, the Authority Commission has reviewed the proposed updated Airport System Rates and Charges Landing Fees and Terminal Rental Rates for Fiscal Year 2021-22 and has held a special public meeting relative to its adoption.

**NOW, THEREFORE**, be it resolved as follows:

SECTION 1. The Authority hereby approves the updated Airport System Rates and Charges, effective January 1, 2022 (Exhibit B).

SECTION 2. This Resolution shall take effect immediately upon its adoption.

SECTION 3. The Board Clerk of the Ontario International Airport Authority shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED at a regular meeting this 24<sup>th</sup> day of February 2022.

\_\_\_\_\_  
ALAN D. WAPNER, OIAA PRESIDENT

ATTEST:

\_\_\_\_\_  
SECRETARY/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
LORI D. BALLANCE  
GENERAL COUNSEL

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

I, Natalie Gonzaga, Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY that foregoing Resolution No. 2022-\_\_\_\_\_ was duly passed and adopted by the Commission of the Ontario International Airport Authority at their regular meeting held on February 24, 2022 by the following roll call vote, to wit:

AYES:            COMMISSIONERS:

NOES:            COMMISSIONERS:

ABSENT:         COMMISSIONERS:

\_\_\_\_\_  
SECRETARY/ASSISTANT SECRETARY

(SEAL)

The foregoing is the original of Resolution No. 2022-\_\_\_\_\_ duly passed and adopted by the Commission of the Ontario International Airport Authority at their regular meeting held February 24, 2022.

\_\_\_\_\_  
SECRETARY/ASSISTANT SECRETARY

(SEAL)

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
AIRPORT SYSTEM RATES AND CHARGES FY2021-2022  
EXHIBIT B**



Type	Unit	Signatory	Non-Signatory
<b>Landing Fees:</b>			
Aircraft over 25,000 pounds	Per 1,000 lbs. MGLW	\$ 1.60	\$ 2.00
Aircraft over 12,500 pounds up to 25,000 pounds	Per Landing	\$ 59.00	\$ 74.00
Aircraft less than 12,500 pounds	Per Landing	\$ 31.00	\$ 38.00
<b>Terminal Rental Rates:</b>			
Terminal Space (Annual)	PSFPY	\$ 80.00	\$ 100.00
<b>Terminal Use Fees (Gate Use Charges):</b>			
Non-Preferential Gate Use Fee	Per Operation	\$ 280.00	\$ 280.00
Jet Bridge Utility Fee on Non-Preferential Gate	Per Operation	\$ 189.00	\$ 189.00
<b>Joint Use Fees:</b>			
Joint Use Fee	Per Deplaned Passenger	Based on Joint Use Formula	
<b>FIS Use Fees:</b>			
FIS Use Fee	Per Deplaned Passenger	\$ 11.00	\$ 11.00
<b>Ramp and Apron Charges</b>			
Each 15-minute period or fraction thereof after airline has been given notice by the airport that the aircraft leave the area	Per 15 Minute Period	\$ 100.00	\$ 100.00
Each 10-minute period or fraction thereof when aircraft is double-parked or in a position other than a regular gate position and the airline has been given notice to leave the area	Per 10 Minute Period	\$ 100.00	\$ 100.00
Each 15-minute period or fraction thereof in excess of 30 minutes for the cleanup of fuel spills	Per 15 Minute Period	\$ 100.00	\$ 100.00
<b>Aircraft Parking Charges*</b>			
Parking Rate Per Airplane (Diversions) - For each 24-hr period after the first three hours the plane is on the ground. Any fraction thereof shall be a full 24-hr period.	Per 1,000 lbs. MGLW	\$ 0.40	\$ 0.40
Parking Rate Per Airplane (Non-Diversions) - For each 24-hr period the plane is on the ground. Any fraction thereof shall be a full 24-hr period.	Per 1,000 lbs. MGLW	\$ 0.40	\$ 0.40
<b>Ground Support Equipment Fee</b>			
For every wide-body passenger aircraft operation diverted to ONT. This will go to a special fund to recover the cost of the AVIRAMPs.	Per Use Per Equipment	\$ 450.00	\$ 450.00
<b>Passenger Facility Charge - (PFC)</b>			
Passenger Facility Charge - (before \$0.11 administrative fee)	Per Enplaned Passenger	\$ 4.50	\$ 4.50



**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
AIRPORT SYSTEM RATES AND CHARGES FY2021-2022  
EXHIBIT B**

<b>Type</b>	<b>Unit</b>	<b>Rates / Fees / Charges</b>
<b>Clerk's Office Fees</b>		
Subpoena for Appearance	Per Day	\$ 280.00
Subpoena for Records	Per Subpoena	\$ 15.00
Public Records Request	Per Page	\$ 0.15
Public Records Request	Per USB Drive	\$ 10.00
<b>Badging Fees</b>		
New Badging/Fingerprinting	Each	\$ 70.00
Badge Renewal	Each	\$ 70.00
Lost Badge Replacement	Each	\$ 70.00
Second Lost Badge Replacement	Each	\$ 100.00
<b>Parking Rates</b>		
<i>Lot 2</i>		
Premium Parking Daily / Immediately in front	Per Day	\$ 27.00
General Parking	Per Day	\$ 21.00
<i>Lot 3</i>		
Value Parking	Per Day	\$ 16.00
<i>Lot 4</i>		
Premium Parking Daily / Immediately in front	Per Day	\$ 27.00
General Parking	Per Day	\$ 21.00
<i>Lot 5</i>		
Economy Parking	Per Day	\$ 13.00
<i>Valet</i>		
Valet Parking	Per Day	\$ 35.00
<b>Ground Transportation Permits/Agreements</b>		
TNCs	Per Drop-Off / Pickup	\$ 4.00
Charter Limousines/Sedan	Per Drop-Off / Pickup	\$ 3.00
Charter Buses	Per Drop-Off / Pickup	\$ 3.00
Charter Vans	Per Drop-Off / Pickup	\$ 3.00
Hotel/Motel Courtesy Van Annual Permit	Per Company	\$ 8,449.00
Off-Airport Parking Shuttles	Gross Revenues	12.0%
Taxi Cabs	Per Pick-Up	\$ 3.00
<b>Annual Permits and Licenses</b>		
Motor Vehicle Operating Permit	Annually Per Vehicle	\$ 100.00
Non-Exclusive License Agreement	Annually Per Company	\$ 500.00
Fuel Delivery Permit	Annually Per Company	\$ 1,000.00

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
AIRPORT SYSTEM RATES AND CHARGES FY2021-2022  
EXHIBIT B**

<b>Type</b>	<b>Unit</b>	<b>Rates / Fees / Charges</b>
<b>Film-Related Fees</b>		
<i>General Fees</i>		
Holding Fee (Amount goes towards deposit)	Up to 7 Days	\$ 250.00
Cancellation Fee (If cancelled 72 hrs prior to start)	Per Cancellation	\$ 500.00
Tech/Director Scouting Fee (after the first hour)	Per Hour	\$ 100.00
<i>OIAA Facilities and Vehicles</i>		
Facility Use	Per Hour	\$ 375.00
Facility Prep/Strike	Per Hour	\$ 312.00
<i>Production Vehicles</i>		
≥5 Ton Trucks/Trailers	Per Day	\$ 32.00
<5 Ton Trucks/Trailers	Per Day	\$ 19.00
Cast/Crew Personal Auto	Per Day	\$ 24.00
<i>B727 Use</i>		
View	Per Day	\$ 1,000.00
Exterior up to plane	Per Day	\$ 1,750.00
Interior/Exterior on plane	Per Day	\$ 3,900.00
<i>Airport Personnel</i>		
Film Desk Support Staff	Per Hour	\$ 100.00
Security Officer	Per Hour	\$ 50.00
Airport Police Sergeant	Per Hour	\$ 176.00
Law Enforcement Officer (LEO)	Per Hour	\$ 145.00
Electrician	Per Hour	\$ 70.00
Air Conditioning Mechanic	Per Hour	\$ 66.00
Instrument Mechanic	Per Hour	\$ 80.00
Communications Electrician	Per Hour	\$ 83.00
Operations Specialist	Per Hour	\$ 82.00
<b>General Ground and Facility Rental Rates - Minimum**</b>		
Unpaved Areas	PSFPY	\$ 1.69
Paved for Autos/Vehicles	PSFPY	\$ 2.20
Paved for Aircraft	PSFPY	\$ 2.76
General Building/Hangar Rate	PSFPY	\$ 3.63
Seasonal Use	PSFPY	\$ 2.50
<b>Fuel Delivery Fees</b>		
Aviation Gasoline	Per Gallon	\$ 0.05
Turbine Fuel	Per Gallon	\$ 0.05
Lubricants	Per Gallon	\$ 0.15

Additional Clarifications:

- (a) "FIS" – Federal Inspection Services facility, also known as the International Arrivals Terminal where Customs and Border Protection inspect arriving passengers from a foreign country.
- (b) "Joint Use Fee" – The fee charged to an air carrier for Joint Use Space, based on the Joint Use Formula as defined in the Operating Use and Terminal Lease Agreement.
- (c) "Joint Use Formula" – The formula used to prorate eighty percent (80%) of the specified charge for Joint Use Space according to the ratio of the number of each airline's (both Signatory Airlines and Non-Signatory Airlines) deplaning passengers at the Airport during the most recent completed quarter for which such information is available to the total number of deplaning passengers of all airline users of the service or space during that same quarter. The remaining twenty percent (20%) is to be prorated equally among all airline users (both Signatory Airlines and Non-Signatory Airlines) of the space.
- (d) "MGLW" – Maximum Gross Landing Weight; the FAA Certificated Maximum Gross Landing Weight or actual gross landing weight of an Aircraft if no such specification exists. In computing fees prescribed herein, except for Aircraft weighing less than 25,000 pounds, 500 pounds or any larger part of 1,000 pounds shall be counted as if a whole 1,000 pounds, and any smaller part shall be disregarded.
- (e) "Non-Preferential Gate" – A gate that is not preferentially leased by a Signatory Air Carrier.
- (f) "Non-Signatory Air Carrier" – A cargo or passenger carrier that has not entered into the Operating Use and Terminal Lease Agreement with the OIAA.
- (g) "Operation" – Shall be the equivalent of one aircraft turn (one arrival and one departure).
- (h) "Preferential Gate" – A gate that is preferentially leased by a Signatory Air Carrier.
- (i) "PSFPY" – Per Square Foot Per Year.
- (j) "Signatory Air Carrier" – A cargo or passenger carrier that has entered into the Terminal Operating Use and Terminal Lease Agreement with the OIAA.
- (k) "Terminal" – Includes Terminal 1, Terminal 2, and Terminal 4, and the Federal Inspection Services Facility (International Arrivals Terminal).
- (l) \*\*"Aircraft Parking Charges" – Includes all airport-controlled/non-preferential aircraft parking positions at Airport. If a Jet Bridge is used on gates 411-414, then the additional appropriate charges shall incur. If a Preferential Gate is utilized, then additional fees may be levied.
- (m) \*\*\*"Ground and Facility Rental Rates" – These are subject to CPI or Fair Market Value adjustments based on the language written in each Facility Use Agreement or Lease.



DATE: FEBRUARY 24, 2022

SECTION: ADMINISTRATIVE REPORT/DISCUSSION/ACTION

SUBJECT: FISCAL YEAR 2021-2022 PROPOSED CAPITAL BUDGET AMENDMENTS

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

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission approve the amended Capital Budget for the Fiscal Year Ending (FYE) June 30, 2022.

FISCAL IMPACT SUMMARY: The proposed change in the FY 2022 Capital Budget will increase the Capital Budget by \$31.5M.

BACKGROUND: Fiscal Year Financial Performance: In August 2021, the OIAA Board of Commissioners adopted a Capital budget that was based on a continued conservative approach to mitigate the impacts of the ongoing lower aviation activity as a result of the COVID-19 pandemic. Passenger activity has resumed near normal levels with enplanements at 1,414,979 for the six-months ending December 31, 2021, which is 94.7% of the same six-months for the year ending June 30, 2021, the previous high. This activity has driven favorable financial results, including operating revenues that exceed budget by \$7.5M and operating expenses that are lower than budget by \$2.1M for the six-months ending December 31, 2021. This favorable financial performance provides an opportunity to accelerate and expand current Capital Projects. Consequently, management has prepared an amended capital budget for the year ending June 30, 2022, that reflects these changes.

Capital Budget: Proposed capital budget amendments are detailed in attached proposed amended capital budget. The net increase in the capital budget from \$14.7M to \$46.3M is a combination of changes in previously approved project budgets as well as potential new projects. In addition to the increase in other project budgets totaling \$320K, certain project budgets have been reclassified within MII agreement limits to meet current project completion schedules.

STAFF MEMBER PRESENTING: Chief Financial Officer, John M. Schubert

Department: Finance

Submitted to OIAA: February 24, 2022

Approved: \_\_\_\_\_

Continued to: \_\_\_\_\_

Denied: \_\_\_\_\_

Chief Executive Officer Approval:   
For Mark Thorpe

ITEM NO. 14

Such possible new projects are subject to all applicable environmental review and approvals under CEQA, OIAA Commission approvals, and funding. Substantial changes are described below.

**Avion Realignment & Channel Bridge Design & Construction:** The existing East Avion Street has exceeded its service life and does not meet current roadway design standards. The high volume of truck traffic that traverses the roadway to access East Jurupa Street must do so at a very slow speed to safely navigate the non-standard geometry. This proposed project enhances vehicular safety and meets modern roadway design standards by realigning the roadway to eliminate existing sharp curves that require trucks to slow to under 10 miles-per-hour to traverse them. The new roadway will have a speed limit between 30 and 40 miles-per-hour. The roadway realignment includes the creation of a new bridge over the Cucamonga Channel that will have a long (75+ year) service life that meets current seismic design standards. The scope and amount of the Avion Realignment has changed significantly and includes an acceleration and commitment for OIAA to design and construct the realignment of Avion, including a new Bridge over the Cucamonga Channel. The previous budget of \$1M, which covered only estimated environmental planning costs, has been increased to \$26M to fund the entire potential project. The potential project changes are necessary to facilitate the expansion and improvement of the South Cargo land and facilities. If approved, the Authority expects to obtain a revolving credit facility from a financial institution to fund the project during design and construction. If approved, this project will go through Majority-In-Interest (MII) airline approval and be included in the next PFC application.

**Security Screening Checkpoint Expansion Project (Phase 1):** The passenger security checkpoints for the existing passenger terminals at ONT experience longer than acceptable wait times during the peak periods and are not sufficient to meet increasing passenger volumes. The checkpoints require additional screening lanes to process passengers as demand levels continue to increase and to create a better experience for airport users. Expansion of the checkpoints will provide a total of six screening lanes at both Terminal 2 and Terminal 4. Additionally, the checkpoint expansion project presents an opportunity to improve the circulation corridor immediately after security screening.

The proposed project amendment replaces and expands on the original T4 Remote Security Checkpoint Lane Project and will:

- Add two screening lanes at Terminal 2 and one additional screening lane at Terminal 4 checkpoints by relocating the exit corridor.
- Relocate the TSA Manager's Station and Screening Room closer to the windows at both Terminal 2 and Terminal 4 to allow almost 20-feet of clear space in the circulation corridor.
- Add another screening lane at the Terminal 2 checkpoint by replacing the Manager's Station and modifying existing screening equipment.
- Replace document check podiums with CAT scanners for a total of 11 units at each checkpoint.
- Add to and/or adjust existing CCTV, electrical systems, communications, and lighting to accommodate new and modified screening lanes at both checkpoints.
- Renovate adjacent TSA breakrooms in both terminals.

- Include new CCTV and Backflow Alarm System at the exit corridor in both terminals.

The upgrades to passenger security screening checkpoints are contingent upon Majority-In-Interest airline approval.

The design and environmental planning services for the project will be completed via existing on-call engineering contracts. This project is not AIP grant eligible and debt service will be paid via collection of rates and charges and/or FAA Passenger Facility Charges (PFCs). The original project budget was \$750,000, and total rough order of magnitude estimated cost of this amended project is \$3,085,000, which includes both design and construction costs (\$1,848,000 for Terminal 2 and \$1,237,000 for Terminal 4).

**Signage and Wayfinding:** OIAA commenced an analysis of the signage and wayfinding system at ONT to determine the existing conditions, how the signage and wayfinding integrates into current passenger behaviors and expectations and ways to integrate sense of place to enhance brand awareness and elevate the overall terminal experience. From this analysis, a *Wayfinding Design Criteria Manual* was created that proposes a new wayfinding system to be integrated across the terminal campus. The manual proposes an implementation plan focusing on improving the wayfinding system by replacing the overhead directional signs and flag signs, as well as adding new gate number signage, across Terminals 2 and 4.

The design and environmental planning services for the project will be completed via existing contracts. This project is not AIP grant eligible and debt service will be paid via collection of rates and charges and/or FAA Passenger Facility Charges (PFCs). This project will go through MII approval and be included in the next PFC application. The total rough order of magnitude estimated cost of this project is \$2,100,000.

**Monument Sign:** At the entry to the Airport from N. Archibald Drive, there is a monument sign that is approximately 20 years old. To enhance wayfinding and ONT brand awareness, OIAA commenced a design study in 2020 to explore sense of place and how to integrate signage and wayfinding into the airport terminal environment. From this study, it was recommended to replace the existing monument sign to elevate the airport's identity at the main entrance and align it with the expectations of OIAA. This project would remove the existing sign and landscaping and replace it with a larger sign that integrates the brand, an homage to the surrounding mountain scape and additional palm trees. The actual sign would consist of a 10' tall internal lit ONT logo and a series of smaller, metal panel wall systems with accent lighting washing that can be customized to airport branding or other initiatives. The total rough order of magnitude estimated cost of this project is \$1,500,000.

The design and environmental planning services for the project will be completed via existing contracts. This project is not AIP grant eligible and project costs will be paid via collection of rates and charges and/or FAA Passenger Facility Charges (PFCs). This project will go through Majority-In-Interest (MII) airline approval and be included in the next PFC application.

**Advertising Promotional Space Improvements (Revision):** This project was previously approved by the OIAA Commission as the “LED Displays for Advertising Promotional Space Project”, on August 26, 2021, as part of the Fiscal Year 2021-22 CIP at a cost of \$450,000. Due to recent cost increases related to supplier challenges and raw materials availability, OIAA commercial staff have estimated the cost of this project to increase by as much as 1/3 (an additional \$150,000). The scope of the project (e.g., number of screens purchased, placement of screens, etc.) is unchanged. To protect against further project cost increases between the current estimate and procurement, an additional contingency of \$200,000 is recommended. Thus, the additional project cost is \$350,000 for a total project cost of \$800,000. This project is contingent upon Majority-In-Interest (MII) airline approval.

**PROCUREMENT:** N/A

**CEQA COMPLIANCE AND LAND USE APPROVALS:** No development activity or ground disturbance relating to any potential project listed in the Capital Budget will occur until (1) all applicable environmental reviews and approvals have been obtained and issued under the California Environmental Quality Act (CEQA), Public Resources Code § 21000 et seq., (2) the OIAA Commission approves any possible project, and (3) funding for potential projects is obtained. Before any potential project listed in the Capital Budget might be implemented or any development activity could occur, OIAA shall be required to issue or obtain all applicable land use, zoning, and CEQA reviews, approvals, and certifications (collectively “Government Approvals”), and shall implement any requirements under such Governmental Approvals, including, without limitation, the study and consideration of potential project alternatives, as well as any mitigation measures required as a result of compliance with CEQA.

**STAFFING IMPACT (# OF POSITIONS):** N/A

**IMPACT ON OPERATIONS:** The financial results provide additional resources for the OIAA to respond to increased passenger carrier activity.

**SCHEDULE:** N/A

**COMMITTEE RECOMMENDATION:** Finance & Audit Committee meeting 2/15/2022.

**ATTACHMENTS:** Attachment A: Proposed 2022 Amended Capital Budget.

*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](mailto:clerk@flyontario.com).*

This Agenda Report has been reviewed by OIAA General Counsel.

ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
FY 2022 AMENDED CAPITAL BUDGET - PROPOSED

									\$ 461,420	\$ 1,845,680	
Capital Budget Year	AUA Cost Center	Project #	Project Name	Project Description	Board Strategic Objectives	Project Sponsor	Sum of Original Project Budget	Sum of Revised Project Budget	MII Projects	Exempt	Cumulative Annual MII Limit
2022	Airfield	202206001	<b>Avion Realignment &amp; Channel Bridge Design and Construction</b>	This project reconstructs, widens, and realigns portions of East Jurupa and East Avion Streets on the south side of the airport. It also reconstructs the East Avion Street bridge that crosses the Cucamonga Channel. The roadways will be reconstructed to modern roadway design and seismic standards and will eliminate existing sharp curves requiring vehicles to significantly slow down.	<b>Plan for the Future</b>	Planning	-	26,000,000	\$ 26,000,000	\$ -	\$ -
		202206001.1	<b>Environmental assessment for South Cargo area development</b>	Environmental assessment for South Cargo area development, including Avion Realignment (ACCAR), Cucamonga Channel Bridge and other developments to lease available property. Costs recovered through additional rents.	<b>Plan for the Future</b>	Planning	1,000,000	-			
		202206022	<b>Solar Light Stands</b>	Purchase five solar light stands for International Terminal Apron.	<b>Master the Basics</b>	Operations	125,000	125,000	125,000		
		202206023	<b>Airfield Operations Vehicles</b>	Purchase vehicles and equipment for airfield operations (TBI use). Sweeper and two utility vehicles.	<b>Master the Basics</b>	Operations	156,000	156,000	156,000		
		202206024	<b>Signage and Wayfinding</b>	This project consists of the design, construction, and implementation of a new terminal signage wayfinding system at Ontario International Airport (ONT) in terminals T2 and T4.	<b>Plan for the Future</b>	Operations	-	2,100,000	2,100,000		
	<b>Airfield Total</b>						<b>1,281,000</b>	<b>28,381,000</b>	28,381,000	-	-
	<b>Indirect/Alloc</b>	202206007	<b>Safety Management Systems (SMS) Program</b>	This project funds consultant services required to develop a Safety Management Systems program for the Airport in accordance with FAA Order number 8000.369C, which was effective June 24, 2020. This order establishes the Safety Management System (SMS) policy and requirements for the Federal Aviation Administration (FAA).	<b>Invest in ONT</b>	Operations	400,000	400,000		400,000	
		202206008	<b>Database Infrastructure</b>	Data structure, governance and mapping to develop and maintain dynamic business and operational data to improve efficiency of airport business processes. In addition, it will enhance the customer experience, through comment tracking targeted customer products and services.	<b>Invest in ONT</b>	Planning	250,000	250,000			250,000



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2022	Indirect/Alloc	202206011	<b>Airport Operations Control Center (AOCC) Reactivation</b>	Reactivation of the former Airport Operations Command Center (AOCC) to serve as the Airport's AOCC and Emergency Operations Center. Scope of the project includes modifications to the existing building, furnishings, Motorola console radio system, Everbridge system upgrade, a video distribution system and other software and equipment that will be identified in design. This project has been deferred for site and facility reassessment.	<b>Plan for the Future</b>	Operations	3,350,000	3,350,000	3,350,000		
		202206017	<b>Lease Management System</b>	Purchase and implementation of a single source Lease Management System (LMS) in accordance with industry best practice to centralize leasing documentation and streamline leasing processes. OIAA currently does not have an LMS and maintains lease management data in multiple off-line electronic documents.	<b>Master the Basics</b>	Commercial	160,000	265,000			265,000
		202206021	<b>Employee Shower</b>	Purchase and install a pre-fabricated modular shower facility in the employee gym area. This is part of OIAA's efforts to improve its employee health and wellness program, which are proven to reduce personnel costs through absence reduction, insurance costs and employee retention.	<b>Invest in ONT</b>	Executive	150,000	230,000			230,000
<b>Indirect/Allocated Total</b>							<b>4,310,000</b>	<b>4,495,000</b>	3,350,000	400,000	745,000
	<b>Terminal</b>	202206002	<b>Building Automation System</b>	There is only one working front-end computer for the Building Automation System (BAS). While the BAS is functional, it does not alert staff to issues in the building and the hardware and software used is no longer supported. Immediate needs HVAC and water treatment systems.	<b>Master the Basics</b>	Operations	400,000	400,000			400,000

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2022	Terminal	202206003	Baggage System Controls	Baggage system control, HLC and LLC equipment, have become obsolete and are no longer supported, with spare parts becoming increasingly difficult to find and purchase. The risk to the bag system operation is the potential downtime should one of these obsolete components fail to work and no spares are available. The airport should investigate replacing the HLC/LLC systems with "state of the art" components that are readily available within the industry.	Invest in ONT	Operations	6,645,000	6,645,000	6,645,000		
		202206004	Main Electrical Switchgear Breakers (3)	The main electrical switchgear for the passenger terminals and Rental Car Center has deficiencies that need to be corrected to ensure continuity of operations and reliable electricity delivery to passenger facilities. The most urgent of these is replacing three of the breakers which have been discharging electricity outside of their intended pathways.	Master the Basics	Operations	120,000	120,000			120,000
		202206006	Airline Space Prep	This allowance will provide for funds required to convert up to 2,000 square feet to warm white shell for new or expanded airline office space. Costs are recovered through additional rents.	Master the Basics	Commercial	260,000	260,000			260,000
		202206015	New Waste Receptacles for the Terminals	Purchase and place new commercial-grade, multi-stream waste receptacles for the following areas: Baggage Claim/Ticketing areas of both T2 and T4, the FIS and the Rental Car Center.	Master the Basics	Commercial	100,000	100,000			100,000
		202206016	Luggage Carts	Purchase of 200 luggage carts, 6 dispensers, 2 reward only vending units, related hardware. Self-service luggage carts and systems are supplied by a third-party at an annual cost of \$168,000. Capital costs are recovered through cost-reduction and user fees, approximately 24 months.	Invest in ONT	Commercial	325,000	325,000	325,000		
		202206018	Advertising Light Boxes	Procurement of two additional lightboxes to add to the airport advertising space inventory. Cost of this project is anticipated to be recovered via incremental revenue within twelve months of installation.	Invest in ONT	Commercial	10,000	10,000			10,000

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2022	Terminal	202206019	<b>Advertising Promotional Space Improvements (LED Displays for Advertising/Promotional Space)</b>	Procurement of up to 6 LED displays to host advertising and promotional content at the airport. Cost of this project is anticipated to be recovered via incremental revenue within twelve months of installation.	Invest in ONT	Commercial	450,000	800,000	800,000		
		202206020	<b>Security Screening Checkpoint Expansion Project (Phase 1)</b>	Add screening lanes at Terminal 2 and Terminal 4 Checkpoints. Provides increased passenger throughput during peak departure times and reduces congestion in common areas.	Plan for the Future	Operations	750,000	3,085,000	3,085,000		
		202206025	<b>Monument Sign</b>	This project would remove the existing sign and landscaping and replace it with a larger sign that integrates the brand, an homage to the surrounding mountain scape and additional palm trees. The actual sign would consist of a 10' tall internal lit ONT logo and a series of smaller, metal panel wall systems with accent lighting washing that can be customized to be colored to airport branding or other terminal initiatives.	Invest in ONT	Commercial	-	1,500,000	1,500,000		
		202206026	<b>TopGolf Pro Series P308-A Simulators (2)</b>	This project is a 50/50 share with Brewery X in Terminal 2 for the design, construction, operating expenses and net profit	Invest in ONT	Operations	-	135,000			135,000
	<b>Terminal Total</b>						<b>9,060,000</b>	<b>13,380,000</b>	<b>\$ 12,355,000</b>	<b>\$ -</b>	<b>\$ 1,025,000</b>
<b>2022 Total</b>							<b>\$ 14,651,000</b>	<b>\$ 46,256,000</b>	<b>\$ 44,086,000</b>	<b>\$ 400,000</b>	<b>\$ 1,770,000</b>