

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
SPECIAL COMMISSION MEETING  
MINUTES  
APRIL 21, 2022**

A regular meeting of the Ontario International Airport Authority was held on Thursday, April 21, 2022, at 1923 E. Avion Street, Room 100, Ontario, California.

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

**CALL TO ORDER**

President Wapner called the Ontario International Airport Authority Commission meeting to order at 2:02 p.m.

**ROLL CALL**

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

ABSENT: Commissioners: Julia Gouw (excused)

Also present were Chief Executive Officer Atif Elkadi, General Council Lori Ballance, and Document Management Specialist Dylan Jamerson.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by President Wapner.

**CLOSED SESSION PUBLIC COMMENT**

There were no closed session public comments.

**CLOSED SESSION**

President Wapner recessed the regular meeting of the Ontario International Airport Authority to Closed Session at 2:04 p.m.

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

The Ontario International Airport Authority Commission regular meeting was reconvened in public session at 2:23 p.m.

## **REPORT ON CLOSED SESSION**

President Wapner 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) or in-person during the meeting. All email public comments are provided to the Commissioners prior to the Commission meeting and saved to the meeting record.

## **AGENDA REVIEW/ANNOUNCEMENT**

No announcements were made.

### **1. CONFLICT OF INTEREST**

No conflicts were announced.

## **CONSENT CALENDAR**

**MOTION:** Moved by Commissioner Hagman, seconded by Secretary Bowman, and carried by a vote of 4-0-1, to approve consent calendar Items #2-9, including Resolution 2022-06, Resolution 2022-07, Resolution 2022-08, with Commissioner Julia Gouw (excused).

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

Approved Minutes for the Ontario International Airport Authority regular meeting on March 24, 2022 and approving the same as on file with the Secretary/Assistant Secretary.

### **3. BILLS/PAYROLL**

Approved Bills March 1 through March 31, 2022 and Payroll March 1 through March 31, 2022.

### **4. APPROVAL OF MEETING STIPENDS**

The Ontario International Airport Authority Commission approved meeting stipends for President Wapner for the month of March, 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**

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. 2022-06** 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. AUTHORIZING THE CHIEF EXECUTIVE OFFICER'S SIGNATURE AUTHORITY**

That the Ontario International Airport Authority (OIAA) adopted a Resolution authorizing the Chief Executive Officer (CEO) signature authority to execute contracts on behalf of Ontario International Airport Authority (OIAA), for the acquisition of equipment, materials, supplies, labor services or other items up to a maximum of \$100,000 per fiscal year.

**RESOLUTION NO. 2022-07** A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPROVING THE SIGNATURE AUTHORITY OF ATIF ELKADI AS THE CHIEF EXECUTIVE OFFICER OF THE OIAA

**7. APPROVAL PURSUANT TO TREASURY REGULATION §1.150-2 INTER-ALIA, ADOPTING A RESOLUTION DECLARING THE AUTHORITY'S INTENT THAT CERTAIN COSTS PAID BY THE AUTHORITY PRIOR TO THE ISSUANCE OF A TAX-EXEMPT OBLIGATION SHALL BE REIMBURSED FROM THE OBLIGATION PROCEEDS**

That the Ontario International Airport Authority (OIAA) adopted a Resolution evidencing the intent to reimburse with the proceeds of a borrowing to be issued in the future certain capital improvement project costs paid, not to exceed \$75,000,000.

**RESOLUTION NO. 2022-08** A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY PROVIDING A DECLARATION OF OFFICIAL INTENT TO PROVIDE A PLAN OF FINANCING TO FINANCE A PORTION OF THE COST OF AUTHORITY'S CAPITAL IMPROVEMENT PROGRAM AND DIRECTING THE AUTHORITY TO PUBLISH A NOTICE OF PUBLIC HEARING AND TO CONDUCT SUCH HEARING IN COMPLIANCE WITH THE UNITED STATES INTERNAL REVENUE CODE

**8. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO PROCURE VARIOUS JUNIPER REPLACEMENT SWITCHES FROM HYPERTEC USA FOR ONTARIO INTERNATIONAL AIRPORT**

That the Ontario International Airport Authority (OIAA) approved and authorized the Chief Executive Officer (CEO) to execute an authority in the amount of \$382,300.28 plus shipping and applicable sales tax to procure Juniper Replacement Switches from Hypertec USA for use at Ontario International Airport per Request for Bids (RFB) #220003.

**9. APPROVAL OF THE FIRST CONTRACT AMENDMENT TO JACOB GREEN & ASSOCIATES, INC., (JGA) FOR LEADERSHIP DEVELOPMENT SERVICES**

That the Ontario International Airport Authority (OIAA) authorized the Chief Executive Officer (CEO) to amend the existing JGA, Contract No. SCONT-000411, by: 1) increasing the contractual authority by \$150,000 for the remaining six months of the first contract year; 2) authorize the CEO to exercise two, one-year extensions at \$250,000 per year, for an overall amount not to exceed \$750,000 over the three-year term of contract; and, 3) authorize ongoing training continuity and expansion in support of organizational and leadership development and project management services for OIAA executives, management, and staff.

**ADMINISTRATIVE DISCUSSION/ACTION/REPORT**

**10. OIAA BUDGET ADJUSTMENTS AND ALLOCATIONS, AND STAFF POSITION ADDITIONS AND CHANGES**

That the Ontario International Airport Authority (OIAA) Commission approved three (3) new OIAA Staff positions and implement a budget adjustment.

CEO Elkadi provided a brief presentation on this item. Discussion ensued between Commissioners and Staff.

**MOTION:** Moved by Vice President Loveridge, seconded by Secretary Bowman, and carried by a vote of 4-0-1, with Commissioner Gouw (excused).

**MANAGEMENT REPORT**

CEO Elkadi provided updates on passenger travel numbers and air cargo for March 2022 versus the pre pandemic numbers in 2020.

CEO Elkadi mentioned AIClear and gave their starter numbers from their start date of April 13, 2022. He commended Dean Brown for his dedication on developing relationships with TSA to get AIClear started.

**COMMISSIONER MATTERS**

Commissioner Hagman asked clarifying questions regarding how subcontractors are performing and how that is affecting customer experience. Discussion ensued between CEO Elkadi and staff.

Vice President asked a clarifying question.

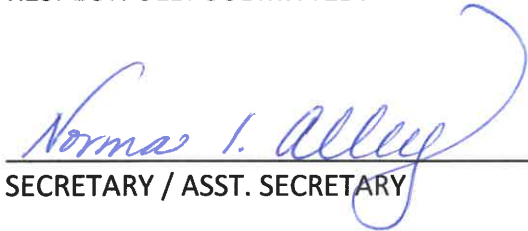
Secretary Bowman thanked CEO Elkadi's and staff on a job well done.

President Wapner agreed with Vice President Loveridge. He asked clarifying questions regarding Commissioner Hagmans customer experience question. Discussion ensued between CEO Elkadi and commissioners.

**ADJOURNMENT**

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 2:33 p.m.

RESPECTFULLY SUBMITTED:

  
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SECRETARY / ASST. SECRETARY

APPROVED:

  
\_\_\_\_\_  
ALAN D. WAPNER, PRESIDENT  
ONTARIO INTERNATIONAL AIRPORT AUTHORITY