

ONTARIO INTERNATIONAL AIRPORT AUTHORITY

COMMISSION AGENDA – REGULAR MEETING



June 27, 2024, at 2:00 P.M.

Ontario International Airport Authority Administration Offices
1923 East Avion Street, Room 100, Ontario, CA 91761

Live YouTube Streaming for Listening Only: <https://www.youtube.com/@flyont/streams>

ALAN D. WAPNER
President

CURT HAGMAN
Vice President

RONALD O. LOVERIDGE
Treasurer

JIM W. BOWMAN
Secretary

JULIA GOUW
Commissioner

ATIF ELKADI
Chief Executive Officer

LORI D. BALLANCE
General Counsel

NORMA I. ALLEY, MMC
Board Clerk/Assistant Secretary

WELCOME TO A 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.
- This meeting is streamed live from our YouTube channel at <https://www.youtube.com/@flyont/streams>. Streaming will be for listening only and not participation. Public Comments will be taken by email or in-person only. This is a pilot stream, so errors and bugs may occur. If you have any issues, feel free to email clerk@flyontario.com for resolution after the meeting.
- Anyone wishing to speak during public comment, or on an agenda item, will be required to fill out a Request to Address Card (blue slip). Blue slips must be turned in prior to public comment beginning or before an agenda item is taken up. The Secretary/Assistant Secretary will not accept blue slips after that time.
- You may submit public comments by e-mail to publiccomment@flyontario.com no later than 4:00 p.m. the day before the meeting. Please identify the Agenda item you wish to address in your comments. All e-mail comments will be included in the meeting record.
- Comments will be limited to 3 minutes. Speakers will be alerted when their time is up and no further comments will be permitted. Speakers are then to return to their seats.
- In accordance with State Law, remarks during public comment are to be limited to subjects within the Authority's jurisdiction. Remarks on other agenda items will be limited to those items.
- Remarks from those seated or standing in the back of the Board Room will not be permitted. All those wishing to speak, including Commissioners and Staff, need to be recognized by the Authority President before speaking.
- Sign language interpreters, communication access real-time transcription, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. Due to difficulties in securing Sign Language Interpreters, five or more business days' notice is strongly recommended. Any members of the public who require special assistance or a reasonable accommodation to participate may contact the Board Clerk at (909) 544-5307 or clerk@flyontario.com.

CALL TO ORDER (OPEN SESSION)

ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA REVIEW/ANNOUNCEMENTS

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

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda item contractors, subcontractors and agents may require member abstentions due to conflict of interests and financial interests. Commission Member abstentions shall be stated under this item for recordation on the appropriate item.

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.

CLOSED SESSION

PUBLIC COMMENT ON CLOSED SESSION

CLOSED SESSION

- GC § 54956.9: CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (1 matter)
- GC § 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: ONT Terminal 4.
Agency negotiator: OIAA General Counsel's Office
Under negotiation: Lease Negotiation/Tenant Improvements

REPORT ON CLOSED SESSION

General Legal Counsel

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

2. APPROVAL OF MINUTES

Approve minutes for the OIAA Commissioner Meeting on May 23, 2024.

3. CASH DISBURSEMENT REPORT (BILLS/PAYROLL)

Receive and file the Cash Disbursement Report (Bills/Payroll) for the month ended May 31, 2024.

4. AGREEMENT WITH THE CITY OF ONTARIO TO PROVIDE POLICE, FIRE, AND DISPATCH SERVICES

Authorize the Chief Executive Officer to execute the Municipal Services Agreement with the City of Ontario in the amount of \$24,501,401.00 for the provision of services for Year 1 and execute negotiated and budgeted amendments for future contract years, including up to two (2) one-year extensions.

5. AGREEMENT AMENDMENT WITH MOSS ADAMS, LLP FOR INTERNAL AUDITING SERVICES

Authorize the Chief Executive Officer to execute a second amendment to Agreement No. SCONT-000421 with Moss Adams, LLP (Moss Adams) to extend the time of performance for one additional year through June 30, 2025.

6. CONTRACT WITH THE UNITED STATES DEPARTMENT OF AGRICULTURE (USDA), ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS), WILDLIFE SERVICES (WS) FOR WILDLIFE HAZARD MANAGEMENT SERVICES

Authorize the Chief Executive Officer (CEO) to execute a one-year contract extension with USDA-APHIS-WS, to provide wildlife management for Ontario International Airport (ONT), in an amount not to exceed \$170,000 for one year.

7. AGREEMENT AMENDMENT WITH DIGITAL319, LLC, FOR SOCIAL MEDIA AND DIGITAL SERVICES

Authorize the Chief Executive Officer (CEO) to execute a third amendment to Agreement Number SCONT-000390 with Digital319, LLC, extending the agreement to January 31, 2025, and adding \$276,000.

8. CONTRACT WITH PASLAY MANAGEMENT GROUP ADVISORY SERVICES, LLC FOR THREE-YEAR CONCESSIONS CONSULTING AND STAFF AUGMENTATION SERVICES

Authorize the Chief Executive Officer (CEO) to execute a contract with Paslay Management Group Advisory Services (PMG) in the amount of \$500,000 a year for three years.

9. CONTRACT AMENDMENT WITH OSSI FOR THE REHABILITATION OF LED DISPLAYS FOR THE TWO FREEWAY SIGNS ON ARCHIBALD AT THE I-10

Authorize the Chief Executive Officer (CEO) to amend the existing OSSI Contract No. SCONT-000644, by increasing their annual authority by \$1,100,000, for an overall annual spend of \$1,600,000 to approve added project scope.

10. SPEND AUTHORITY AUTHORIZATION FOR THE PURCHASE OF THE GOLDEN BRIDGE PROJECT

Authorizing the spend authority for the purchase of the Golden Bridge Project in the amount of up to \$364,580 for future development.

11. EASEMENT TO THE CITY OF ONTARIO FOR A NEW WELL WITHIN THE “HUB” DEVELOPMENT FOR WATER ACCESS AND QUIT CLAIM AN EXISTING EASEMENT

Authorize the Chief Executive Officer (CEO) to grant easements on behalf of the Ontario International Airport Authority (OIAA) to the City of Ontario (City) for a new well located within the “HUB” development for water access and quit claim an easement to an existing well.

12. AMEND THE CAPITAL BUDGET AND AUTHORIZE THE CEO TO AMEND RELATED CONTRACT(S) FOR THE REPLACEMENT OF THE AIRPORT EMERGENCY PHONE SYSTEMS PROJECT

Amend the Capital Budget authorizing an increase of \$200,000 for the replacement of the Airport Emergency Phone System Project for a total project amount not to exceed \$700,000 and authorize the CEO to amend contract(s) related to, and/or necessary for, the completion of the project up to the \$200,000 requested in the Capital Budget.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

13. RESOLUTION ADOPTING THE FYE 2025 BUDGET

Approve a resolution adopting the FYE 2025 Budget.

RESOLUTION NO. 2024-03

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2024-2025

14. RESOLUTION APPROVING THE ONTARIO INTERNATIONAL AIRPORT SYSTEM RATES AND CHARGES FOR FISCAL YEAR 2024-2025

Approve a resolution approving the Airport System Rates and Charges for Fiscal Year 2024-2025 at Ontario International Airport.

RESOLUTION NO. 2024-04

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPROVING THE AIRPORT SYSTEM RATES AND CHARGES FOR FISCAL YEAR 2024-2025

CEO REPORT

UPDATE ON KEY PERFORMANCE INDICATORS (KPI)

CHIEF EXECUTIVE OFFICER UPDATES

COMMISSION MATTERS

PRESIDENT WAPNER

VICE PRESIDENT HAGMAN

TREASURER LOVERIDGE

SECRETARY BOWMAN

COMMISSIONER GOUW

ADJOURNMENT

AFFIDAVIT OF POSTING

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

Date Posted: June 24, 2024

Posted Prior To: 2:00 P.M.

Signature:

Norma I. Alley

Norma I. Alley, MMC

Ontario International Airport Authority Board Clerk

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ONTARIO INTERNATIONAL AIRPORT AUTHORITY



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: AGENDA REVIEW/ANNOUNCEMENTS

SUBJECT: RELATIVE POTENTIAL CONFLICT OF INTEREST

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

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

FISCAL IMPACT SUMMARY: N/A

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
05	Moss Adams LLP	<ul style="list-style-type: none">• None
07	Digital319, LLC	<ul style="list-style-type: none">• None
08	Pasley Management Grout Advisory Services, LLC	<ul style="list-style-type: none">• Ricondo & Associates, Inc.• Redwood Resources
09	OSSI NA, LLC	<ul style="list-style-type: none">• None

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

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Norma I. Alley, MMC

Originating Dept.: Clerk's Office

Director Review: *Norma I. Alley*

Chief Review: *Atif Elkadi*

CEO Approval: *Atif Elkadi*

This Agenda Report has been reviewed by OIAA General Counsel.

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

BOARD DISPOSITION: Approved Denied Continued to _____



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: APPROVAL OF MINUTES

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

RECOMMENDED ACTION(S): Approve minutes for the OIAA Board of Commissioners meeting on May 23, 2024.

FISCAL IMPACT SUMMARY: N/A

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

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS:

1. Minutes

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Norma I. Alley, MMC, Board Clerk

Originating Dept.: Clerk's Office

Director Review: *Norma I. Alley*

Chief Review: *Atif Elkadi*

CEO Approval: *Atif Elkadi*

This Agenda Report has been reviewed by OIAA General Counsel.

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BOARD DISPOSITION: Approved Denied Continued to _____

ONTARIO INTERNATIONAL AIRPORT AUTHORITY
COMMISSION MEETING
MINUTES
MAY 23, 2024

CALL TO ORDER

President Wapner called the Ontario International Airport Authority Commission meeting to order at 2:01 p.m.

ROLL CALL

COMMISSIONERS:

PRESENT:

Alan D. Wapner, President
Ronald D. Loveridge, Treasurer

Curt Hagman, Vice President
Jim W. Bowman, Secretary

ABSENT:

Julia Gouw, Commissioner

A quorum of the Board of Commissioners was present.

STAFF:

Chief Executive Officer Atif Elkadi
Board Clerk/Assistant Secretary Norma I. Alley, MMC

General Counsel Lori D. Balance

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

AGENDA REVIEW/ANNOUNCEMENTS

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

No conflicts of interests were declared.

PUBLIC COMMENT

President Wapner called for public comment.

Board Clerk Alley noted one written comment was received from Richard Sherman.

Seeing no one come forward, President Wapner closed public comment.

CONSENT CALENDAR

2. APPROVAL OF MINUTES

Approved minutes for the OIAA Board of Commissioners meeting on April 25, 2024.

3. CASH DISBURSEMENT REPORT (BILLS/PAYROLL)

Received and filed the Cash Disbursement Report (Bills/Payroll) for the month ended April 30, 2024.

4. FISCAL YEAR 2023-2024 FINANCIAL STATEMENTS FOR THE NINE MONTHS ENDED MARCH 31, 2024

Received and filed financial statements (unaudited) for the nine months ended March 31, 2024.

5. INVESTMENT REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2024

Received and filed the Investment Report for the nine months ended March 31, 2024.

6. AGREEMENT WITH FRUITION FOR WEBSITE DATA MANAGEMENT, DRUPAL SYSTEM UPGRADE, AND ONGOING MAINTENANCE

Authorized the Chief Executive Officer (CEO) to execute an agreement with Fruition for website data management, Drupal system upgrade, and ongoing maintenance for one year, with four one-year extensions, in the amount not to exceed \$3,000,000 over the next five years.

MOTION: Moved by Vice President Hagman, seconded by Secretary Bowman, to approve the Consent Calendar. Motion carried by 4 Yes/0 No/1 Absent (Gouw) vote.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

7. CONTRACT WITH SIGN INDUSTRIES, INC. FOR T2 AND T4 SIGNAGE AND WAYFINDING PROJECT

Authorized the Chief Executive Officer (CEO) to execute a contract with Sign Industries, Inc. in the amount of \$2,400,472.00 for the T2 and T4 Signage and Wayfinding Project, plus a 15% contingency authorization of the overall contract value.

Chief Executive Officer Elkadi presented the staff report and fielded inquiries from the Commissioners.

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

MOTION: Moved by Vice President Hagman, seconded by Treasurer Loveridge, to approve a contract with Sign Industries, Inc., for T2 and T4 Signage and Wayfinding Project. Motion carried by 4 Yes/0 No/1 Absent (Gouw) vote.

8. PRESENTATION ON REVENUE MANAGEMENT DIVISION UPDATES

Chief Revenue Management Officer Grey provided general updates on revenue management matters and the FAB+ Conference, accompanied by a PowerPoint, and fielded inquiry from the Commissioners.

CEO REPORT

Chief Executive Officer Elkadi provided updates on passenger traffic numbers, changes to flights, and general airport matters, accompanied by a PowerPoint.

COMMISSION MATTERS

By consensus of the Commission, Treasurer Loveridge was appointed Chair of the Finance & Audit Committee.

It was reported and requested the manhole covers on airport property still stated LA City and needed replaced, have more frequent reporting on concessionaires and their operations of business, and research on possibility of connecting all the terminals together.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Board of Commissioners Meeting at 2:34 p.m.

RESPECTFULLY SUBMITTED:

APPROVED:

NORMA I. ALLEY, MMC, BOARD CLERK

ALAN D. WAPNER, PRESIDENT

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MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: CASH DISBURSEMENT REPORT (BILLS/PAYROLL)

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

RECOMMENDED ACTION(S): Receive and file the Cash Disbursement Report (Bills/Payroll) for the month ended May 31, 2024.

FISCAL IMPACT SUMMARY: The funding is approved in the Fiscal Year 2023-2024 budget.

BACKGROUND: Fiscal Year Financial Performance: In June 2023, the OIAA Board of Commissioners adopted an operating budget that is driven by strong aviation activity and financial performance realized by OIAA in FYE 2023. The operating budget was developed from OIAA goals and objectives and includes significant increases in resources to meet current and expected near term growth.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS:

1. Cash Disbursement Report (Bills/Payroll) for the month ended May 31, 2024.

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Kim Snow, Director of Finance

Originating Dept.: Financial Accounting and Reporting

Director Review: Kim Snow

Chief Review: Celeste Heinonen

CEO Approval: Atif Elkadi

This Agenda Report has been reviewed by OIAA General Counsel.

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BOARD DISPOSITION: Approved Denied Continued to _____



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: AGREEMENT WITH THE CITY OF ONTARIO TO PROVIDE POLICE, FIRE, AND DISPATCH SERVICES

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

RECOMMENDED ACTION(S): Authorize the Chief Executive Officer (CEO) to execute the Municipal Services Agreement (MSA) with the City of Ontario (CITY) in the amount of \$24,501,401.00 for the provision of services for Year 1 and execute negotiated and budgeted amendments for future contract years, including up to two (2) one-year extensions.

FISCAL IMPACT SUMMARY: The cost for these services are accounted for in the OIAA Fiscal Year 2024-2025 budget. Costs for future service years will be negotiated with the CITY and included in future OIAA budgets.

BACKGROUND: On May 2, 2017, the OIAA and the CITY entered into a separate cooperative agreement to provide multiple municipal services including Police Services, Fire Protection Services, Fleet, Human Resources, and Information Technology.

Since 2017, OIAA has grown our internal services and have since established an in-house Human Resources Department and a Information Technology Department. Due to this growth, the new MSA only includes Police Services and Fire Protection/EMS Services, both which also include dispatch services. The staffing levels detailed in the MSA reflect the base level of service and constitutes fully staffed Airport Bureaus for Police and Fire.

Ontario International Airport (ONT) and its passengers have benefitted from the CITY's commitment to the safety and success of the Airport. This MSA furthers the strong relationship between OIAA and the CITY and allows for the continued safe operation of ONT based on passenger and cargo levels.

PROCUREMENT: A procurement for these services was not necessary as municipal services could only be provided by the CITY or the County of San Bernardino. Due to the CITY's proximity and familiarity with providing services at ONT it would not be in the OIAA's best interest to seek these services from another municipality.

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: Police and Fire services will continue, uninterrupted, as they have since the original agreement in 2017.

SCHEDULE: N/A

ATTACHMENTS: None

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Jamaal Avilez, Chief Administrative Officer

Originating Dept.: Capital Development

Director Review: N/A

Chief Review: 

CEO Approval: 

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BOARD DISPOSITION: Approved Denied Continued to _____



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: AGREEMENT AMENDMENT WITH MOSS ADAMS, LLP FOR INTERNAL AUDITING SERVICES

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

RECOMMENDED ACTION(S): Authorize the Chief Executive Officer to execute a second amendment to Agreement No. SCONT-000421 with Moss Adams, LLP (Moss Adams) to extend the time of performance for one additional year through June 30, 2025.

FISCAL IMPACT SUMMARY: This action will add one additional contract year to the agreement between the Ontario International Airport Authority (Authority or OIAA) and Moss Adams with no increase in funding.

BACKGROUND:

Aviation Activity and Financial Statements: On October 28, 2021, the OIAA Commission approved an agreement with Moss Adams to conduct internal audits of accounting and financial management, construction management, procurement and contract administration, IT management operations, physical security, and other functions essential to the Authority's business. On October 26, 2023, the OIAA Commission approved an amendment to the agreement with Moss Adams to provide internal and performance audit services in support of achieving reduced risk and increased operational effectiveness. The agreement expires on June 30, 2024. The Authority is seeking approval to amend the current Moss Adams agreement (SCONT-000421) to extend the time of performance for one additional year through June 30, 2025, to allow the Consultant to complete the work authorized and approved under the original agreement.

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: None

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Kim Snow, Director of Finance

Originating Dept.: Financial Accounting and Reporting

Director Review: *Kim Snow*

Chief Review: *Celeste Heinonen*

CEO Approval: *Atif Elkadi*

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BOARD DISPOSITION: Approved Denied Continued to _____



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: CONTRACT WITH THE UNITED STATES DEPARTMENT OF AGRICULTURE (USDA), ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS), WILDLIFE SERVICES (WS) FOR WILDLIFE HAZARD MANAGEMENT SERVICES

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

RECOMMENDED ACTION(S): Authorize the Chief Executive Officer (CEO) to execute a one-year contract extension with USDA-APHIS-WS, to provide wildlife management for Ontario International Airport (ONT), in an amount not to exceed \$170,000 for one year.

FISCAL IMPACT SUMMARY: Funds for this contract are included in the Fiscal Year 2024-2025 budget.

BACKGROUND: The existing contract with the USDA-APHIS-WS for wildlife management was fully assigned and notated on June 24, 2019, and is due to expire on June 30, 2024. Preventing wildlife hazards is imperative to help ensure safe aircraft operations and is top priority for ONT's Airport Operations. Due to large open land parcels, airports can harbor numerous small mammals, insects, earthworms, and palatable vegetation that attract many species hazardous to aircraft. The best way to reduce populations of hazardous wildlife at airports is to determine which sources of food are being used and then remove or modify those sources to make the land less appealing to small animals. The purpose of this extension is to continue to reduce and minimize threats posed by wildlife to aircraft and human safety at ONT. This extension allows the USDA-APHIS-WS to continue management services providing recommendations to ONT to mitigate wildlife hazards to aircraft, including insect management strategies; conduct operational wildlife damage management at ONT to diminish wildlife hazards to aircraft; provide training to airport personnel in identifying and managing wildlife hazards to aircraft and ONT; and review landscaping plans and assist in wildlife monitoring during construction projects.

PROCUREMENT: The USDA has demonstrated that they share a common goal of protecting aviation and public safety by ensuring runways are clear of potential wildlife hazards for the safety of the traveling public. The USDA APHIS has over 50 years of experience in providing leadership and expertise to resolve wildlife conflict to ensure the humane treatment of animals in the air operational area (AOA) of the airport while protecting the safe operation of aircraft transiting the AOA.

The USDA has been an integral partner with the Ontario International Airport Authority (OIAA). They partner with the OIAA to conduct wildlife management year-round and provided this assistance for the last 5 years under the direction from the OIAA but also before the OIAA. They currently assist 18 commercial and military airports in California with wildlife management and provide assistance in construction & maintenance projects

and the operation of the airfield. Their local biologist's relationship with the US Fish and Wildlife and California Department of Fish and Wildlife has been invaluable in maintaining our Migratory Bird Permits and providing information to the USFW to ensure we follow their requirements and standards. Their efforts to ensure that the wildlife safety standards are exceeded draw the concerns of their departure should we entertain other entities.

CEQA COMPLIANCE AND LAND USE APPROVALS: Issuance of permits, leases, agreements, and renewals, amendments, or extensions thereof, or other entitlements granting use of an existing airport facility involving, negligible or no expansion of use and/or alteration or modification of the facilities or its operations beyond that previously existing or permitted is exempt from the requirements of the California Environmental Quality Act (CEQA).

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: This action will enhance ONT Operations by providing a mitigating wildlife to allow safe operations of aircraft arriving and departing ONT.

SCHEDULE: N/A

ATTACHMENTS:

1. Sole Source Justification Form.

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Dennis Anderson, Director of Operations

Originating Dept.: Operations

Director Review: 

Chief Review: 

CEO Approval: 

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BOARD DISPOSITION: Approved Denied Continued to _____

Sole Source Procurement Justification Form

Full and open competition should be the objective in public procurement, but it is not always possible or practicable. In procuring goods and services, staff may determine that the most valuable purchase to the Airport may only be available from one vendor due to technological, specialized, or other unique characteristics. Otherwise, as long as there is more than one potential vendor available to satisfy a given need, there exists insufficient justification for a sole source procurement.

Request for approval of a Sole Source Procurement must be justified in writing by the initiator and approved by the appropriate approval authority. The Chief Executive Officer may authorize Sole Source Procurements up to \$100,000. Requests for Sole Source procurements in excess of \$100,000 must be approved by Ontario International Airport Authority. Requests for Sole Source approval are routed from the Board of Commissioners for the Requesting Department through the Procurement Department and the Chief Administrative Officer.

The following factors are among those that constitute justifications for sole source purchases:

- The vendor is determined to be the only known source after solicitation of several sources or after competitive bids; competition is determined to be inadequate.
- The item can only be procured directly from the original manufacturer or sole representative of the item in the Airport's geographical region.
- There is a reasonable basis for concluding the Airport's minimum needs can only be satisfied by unique supplies or services, and the vendor demonstrated a distinctive qualification due to
 - an innovative concept or a unique capability to provide the particular services proposed;
 - proven expertise or specialized knowledge in a field of few known experts,
 - previous experience providing similar services to the airport resulting in an understanding of the airport's immediate needs and practices increasing the likelihood of greater efficiency and success.
- Using an equivalent piece of equipment or commodity would require modifications to existing equipment, necessitate engineering re-design, or require voiding of a warranty.
- Supplies may be deemed available only from the original source in the case of a follow-on contract for the continued development or production of a major system or highly specialized equipment, including significant components thereof, when it is likely that award to any other source would result in:
 - Substantial duplication of cost to the Airport that is not expected to be recovered through competition, or
 - Unacceptable delays in fulfilling the Airport's requirements
- Airport property is released to a proven vendor who must dismantle equipment in order to assess repair needs and it is not practical or feasible to obtain competitive pricing for repair.
- Limited rights in data, patent rights, copyrights, or secret processes exist.
- When in accordance with the Airport's standardization program, only specified makes and models of technical equipment and parts will satisfy the Airport's needs for additional units or replacement items, and only one source is available.
- The item is one with which staff members who will use the item have specialized training and/or expertise, and retraining would incur substantial costs in time and/or money.
- Purchase of property for which it is determined there is no functional equivalent.

- The existence of an unusual and compelling urgency with potentially severe repercussions for the Airport resulted in the impracticality of a competitive purchase process.
- When the Airport determines, with the advice of legal counsel, that seeking competition would not produce an advantage, the Airport may waive competitive bidding requirements.

Please provide detailed justification below and furnish the necessary documentation. Attach additional sheets as necessary.

Vendor: United States Department of Agriculture (USDA), Animal and Plant Health Service (APHIS), Wildlife Services.

Goods/Services: Support Services to provide prevention of wildlife hazards and to help ensure safe aircraft operations.

Justification:

The Consultant demonstrated a unique qualification due to:

- *proven expertise or specialized knowledge in a field of few known experts,*
- *previous experience providing similar services to the airport resulting in an understanding of the airport's immediate needs and practices increasing the likelihood of greater efficiency and success.*

The USDA has demonstrated that they share a common goal of protecting aviation and public safety by ensuring runways are clear of potential wildlife hazards for the safety of the traveling public. The USDA APHIS has over 50 years of experience in providing leadership and expertise to resolve wildlife conflict to ensure the humane treatment of animals in the air operational area (AOA) of the airport while protecting the safe operation of aircraft transiting the AOA.

The USDA has been an integral partner with the Ontario International Airport Authority (OIAA). They partner with the OIAA to conduct wildlife management year-round and provided this assistance for the last 5 years under the direction from the OIAA but also before the OIAA. They currently assist 18 commercial and military airports in California with wildlife management and provide assistance in construction & maintenance projects and the operation of the airfield. Their local biologist's relationship with the US Fish and Wildlife and California Department of Fish and Wildlife has been invaluable in maintaining our Migratory Bird Permits and providing information to the USFW to ensure we follow their requirements and standards. His efforts to ensure that the wildlife safety standards are exceeded draw the concerns of his departure should we entertain other entities.

[SIGNATURES ON FOLLOWING PAGE]

Submitted by:

Signature: 

Name: Dennis Anderson

Title: Director of Operations

Date: 05/28/24

Reviewed by:

Signature: 
Luis Medina (May 28, 2024 14:40 PDT)

Name: Luis Medina

Title: Director of Procurement and Contracts

Date: 05/28/24

Authorized by:

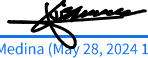
Signature: 
Jamaal Avilez (May 29, 2024 10:10 PDT)

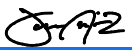
Name: Jamaal Avilez

Title: Chief Administration Officer

Date: 05/29/24

Signature: 
Email: danderson@flyontario.com
Title: Director of Operations
Company: Ontario International Airport-LGA

Signature: 
Luis Medina (May 28, 2024 14:40 PDT)
Email: lmedina@flyontario.com
Title: Director of Procurement & Contracts
Company: Ontario International Airport Authority

Signature: 
Jamaal Avilez (May 29, 2024 10:10 PDT)
Email: Javilez@flyontario.com
Title: Chief Administrative Officer
Company: Ontario International Airport Authority

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MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: AGREEMENT AMENDMENT WITH DIGITAL319, LLC, FOR SOCIAL MEDIA AND DIGITAL SERVICES

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

RECOMMENDED ACTION(S): Authorize the Chief Executive Officer (CEO) to execute a third amendment to Agreement Number SCONT-000390 with Digital319, LLC, extending the agreement to January 31, 2025, and adding \$276,000.

FISCAL IMPACT SUMMARY: Funding for this agreement and the \$276,000 total contract increase is approved under the Fiscal Year 2023-24 budget. The total contract amount shall not exceed \$1,126,000 over the contract term. Funding for subsequent years will be requested through the annual budget process.

BACKGROUND: Currently, Digital319, LLC, assists the Marketing department with providing social media strategy, moderation and execution including website support, social media content planning, media campaign analytics for all Ontario International Airport (ONT) social media channels. This extension is to help bridge the gap between the contract ending and the request for proposal (RFP) scheduled to be issued in late Summer 2024. The RFP process for these services has begun and is scheduled to go to the Board of Commissioners for approval in November, 2024. This third amendment will extend the current contract to January 31, 2025, and the additional \$276,000 funding will be used to cover the additional months to ensure all social and digital functions at ONT remain operational.

PROCUREMENT: OIAA Staff will conduct a competitive procurement process to secure the requested services.

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: This action will have significant impacts and disrupt ONT’s social media operations including but not limited to content planning, moderation, execution, website support and analytics reporting.

SCHEDULE: N/A

ATTACHMENTS: None

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Eren Cello, Chief Marketing & Communications Officer

Originating Dept.: Revenue Management

Director Review: NA

Chief Review: *elallo*

CEO Approval: *Atif Elkadi*

This Agenda Report has been reviewed by OIAA General Counsel.

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BOARD DISPOSITION: Approved Denied Continued to _____



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: CONTRACT WITH PASLAY MANAGEMENT GROUP ADVISORY SERVICES, LLC FOR THREE-YEAR CONCESSIONS CONSULTING AND STAFF AUGMENTATION SERVICES

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

RECOMMENDED ACTION(S): Authorize the Chief Executive Officer (CEO) to execute a contract with Paslay Management Group Advisory Services (PMG) in the amount of \$500,000 a year for three years.

FISCAL IMPACT SUMMARY: The proposed contract is \$500,000 annually and is available within the Revenue Management Division Commercial Cost Center.

BACKGROUND: Ontario International Airport (ONT) is committed to enhancing the quality and performance of its concessions program. To achieve this goal, ONT seeks to continue to partner with PMG, a renowned consultancy firm with extensive experience in airport concessions management. The Concessions department within the Revenue Management Division has been working with concessionaires to enhance the overall passenger experience and ensure that existing approved projects are completed on time and within budget. Since November 2023, the Concessions department has worked with PMG establishing improved reporting, quarterly partnering and business one-on-one meetings with all concessionaires, and working on strict adherence to each concessionaire's respective agreement.

By Partnering with PMG, ONT will leverage their proven expertise to elevate the concessions experience, directly enhancing passenger satisfaction and operational excellence. With PMG's assistance, the Concessions department will continue to send a clear message to our stakeholders and concessionaires that ONT is dedicated to maintaining a high standard of customer service and operational integrity. The expected outcomes include increased efficiency, improved compliance with industry standards, and enhanced revenue growth potential from a more robust concessions program.

PROCUREMENT: OIAA released a Request for Proposal for Revenue Management Concessions Consultant & Staff Augmentation Services in January 2024, in which we received two (2) proposals in February 2024. Staff reviewed both proposal responses and believes PMG has the necessary experience, skills, and qualifications to successfully assist the Concessions department in enhancing the concessions program at ONT.

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS: None


STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Elisa J. Grey, Chief Revenue Management Officer

Originating Dept.: Revenue Management

Director Review: NA

Chief Review: 

CEO Approval: 

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BOARD DISPOSITION: Approved Denied Continued to _____



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: CONTRACT AMENDMENT WITH OSSI FOR THE REHABILITATION OF LED DISPLAYS FOR THE TWO FREEWAY SIGNS ON ARCHIBALD AT THE I-10

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

RECOMMENDED ACTION(S): Authorize the Chief Executive Officer (CEO) to amend the existing OSSI Contract No. SCONT-000644, by increasing their annual authority by \$1,100,000, for an overall annual spend of \$1,600,000 to approve added project scope.

FISCAL IMPACT SUMMARY: This one-time increased spend is available within the Revenue Management Division Commercial Cost Center. The cost to rehabilitate (including the purchase of four (4) LED panels, rewiring and necessary permits) is approximately \$1,085,000. It is projected that over the seven (7) year life span of the LED panels, revenue generation is estimated at \$4,700,000 with an approximate \$1,100,000 investment, the potential profit is \$3,700,000.

BACKGROUND: In March 2024, the City of Ontario transferred two freeway signs located along the I-10 freeway just south of the Archibald exit to the Ontario International Airport Authority (OIAA). The Archibald/I-10 freeway signs currently consist of static panels that offer limited advertising opportunities. Upgrading these signs to LED panels will modernize our advertising assets, allowing for dynamic and flexible content display. The cost of the LED panels is approximately \$835,000, the cost for rewiring, permits and labor is estimated at \$250,000 for a total of \$1,085,000. This project aligns with the strategic goals of the Revenue Management Division's Advertising & Partnership department to expand our advertising inventory and generate additional revenue. This project includes the purchase of screens, necessary hardware, media players and any necessary government approvals for permits.

The LED freeway message boards will allow the OIAA to sell approximately 10 advertising spots, with each spot displaying a new advertisement every 8 to 12 seconds. Based on preliminary estimates, the revenue breakdown is as follows:

- Number of Advertising Spots: 10
- Advertisement Cost per Client: \$6,000
- Monthly Revenue: 10 clients x \$6,000 = \$60,000
- Annual Revenue: \$60,000 x 12 months = \$720,000

Based on these projections, the cost of upgrading the signs will be recovered within approximately two years through advertising revenue. With the initial investment being recouped in approximately two years, staff believes this is a financially sound and strategic initiative.

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: None

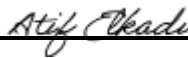
STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Elisa J. Grey, Chief Revenue Management Officer

Originating Dept.: Revenue Management

Director Review: NA

Chief Review: 

CEO Approval: 

This Agenda Report has been reviewed by OIAA General Counsel.

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BOARD DISPOSITION: Approved Denied Continued to _____



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: SPEND AUTHORITY AUTHORIZATION FOR THE PURCHASE OF THE GOLDEN BRIDGE PROJECT

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

RECOMMENDED ACTION(S): Authorizing the spend authority for the purchase of the Golden Bridge Project in the amount of up to \$364,580 for future development.

FISCAL IMPACT SUMMARY: The proposed expenditure of up to \$364,580 reflects the cost to purchase the Golden Bridge Project from the developer. This amount has been reviewed and is available within the Revenue Management Division Commercial Cost Center.

BACKGROUND: The Golden Bridge project, a proposed development on the southside of Avion Street, was initially approved by the Executive Team to move forward in 2020. The project is designed as an approximate 100,000 square foot industrial building on approximately 5 acres. Due to complications with timing and environmental processing arising from the proposed South Airport Cargo Center development, the Ontario International Airport Authority (OIAA) needs to halt the project.

The OIAA agreed to reimburse the developer for expenses incurred during the development. After a review, it has been determined that the OIAA will purchase the project (architectural plans and environmental material) for an amount up to \$364,580. This amount reflects the developer's expenses for items such as plans, engineering, environmental draft documents etc., less OIAA related expenses. The OIAA stands to gain as the plans and environmental material is valued at approximately \$509,200 based on an independent review from Cushman & Wakefield and once built, the development could provide approximately \$2,280,000 in annual revenue when leased. Additionally, the strategic purchase will provide the OIAA with a shelf-ready project, allowing us to expedite the permitting and construction process for future development. This proactive approach ensures that we are well-prepared to commence development promptly (after selection of a developer), supporting our continued growth and enhancement efforts.

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: None


STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Elisa J. Grey, Chief Revenue Management Officer

Originating Dept.: Revenue Management

Director Review: N/A

Chief Review: 

CEO Approval: 

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BOARD DISPOSITION: Approved Denied Continued to _____



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: EASEMENT TO THE CITY OF ONTARIO FOR A NEW WELL WITHIN THE “HUB” DEVELOPMENT FOR WATER ACCESS AND QUIT CLAIM AN EXISTING EASEMENT

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

RECOMMENDED ACTION(S): Authorize the Chief Executive Officer (CEO) to grant easements on behalf of the Ontario International Airport Authority (OIAA) to the City of Ontario (City) for a new well located within the “HUB” development for water access and quit claim an easement to an existing well.

FISCAL IMPACT SUMMARY: No financial impact.

BACKGROUND: The City has an existing active Well No. 43 located within the “HUB” development, and more room is being requested by the City’s Utility Department; therefore, additional easements are needed. Because of the “HUB” Development Project, the City’s Utility Department has selected new sites for existing Well Nos. 48, 51, and 54. Easements are required for the City of Ontario to gain access to the new wells. The well is required for the City to have water supply access. OIAA staff is recommending execution of these easements to enable the “HUB” development to continue moving forward as scheduled. The City of Ontario will handle the vacation and quit claim of the existing easements for Well Nos. 48, 51, and 54.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: The proposed action is not a project under the California Environmental Quality Act (CEQA).

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS:

1. Public Easement Dedication for Wells Nos. 43, 48, 51, and 54.

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Elisa J. Grey, Chief Revenue Management Officer

Originating Dept.: Revenue Management Division

Director Review: N/A

Chief Review: *Elisa J. Grey*

CEO Approval: *Atif Elkadi*

This Agenda Report has been reviewed by OIAA General Counsel.

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BOARD DISPOSITION: Approved Denied Continued to _____



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: CONSENT CALENDAR

SUBJECT: AMEND THE CAPITAL BUDGET AND AUTHORIZE THE CEO TO AMEND RELATED CONTRACT(S) FOR THE REPLACEMENT OF THE AIRPORT EMERGENCY PHONE SYSTEMS PROJECT

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

RECOMMENDED ACTION(S): Amend the Capital Budget authorizing an increase of \$200,000 for the replacement of the Airport Emergency Phone System Project for a total project amount not to exceed \$700,000 and authorize the CEO to amend contract(s) related to, and/or necessary for, the completion of the project up to the \$200,000 requested in the Capital Budget.

FISCAL IMPACT SUMMARY: The proposed change in the FY 2024 Capital Improvement Budget (Budget) will increase the Budget by \$200,000. This budget increase will be used to complete the project to meet the requirements of OIAA. This may include amending contract(s), especially with Kova Corporation (Kova), to cover the requirements of the project.

BACKGROUND: The replacement of the Airport Emergency Phone System Project was initially approved by the Commission as part of the FY 2024 Capital Budget Amendment on March 28, 2024, with an allocated budget of \$500,000. However, upon further support system investigation, the requirements for additional backbone equipment, requires an upgrade to the current electronic infrastructure with additional switches and wiring essential for project completion. In addition to the increased material required to complete the project the cost of materials has increased since original approval. OIAA IT staff intend to fulfill most of the installation needs, but if the project becomes too cumbersome or time constrained, OIAA will utilize Kova, the awarded vendor for this project, and/or other relevant contracts to supplement the effort. This may require amendment(s) to the contract(s) above the CEO signing authority. To fully implement this project, as described, an additional \$200,000 in funding is required and requested.

Procurement of these switches and other hardware will enable the airport to add approximately 480 ports, which not only fulfill the immediate needs of the Emergency Alerting Phone Replacement Project but also support future IT sensitive initiatives. Furthermore, the exact scope of wiring required for the project was only determinable once the specific locations of the end devices were identified during the project's initial phases.

PROCUREMENT: OIAA released RFP #2023-RFP-015 Emergency Alerting Phone and Recording System for Ontario International Airport on November 9, 2023. Following the completion of the procurement process, Kova was awarded a contract on March 28, 2024, for the Emergency Alerting Phone and Recording System Project as the highest rated proposer. This project will continue to utilize Kova as the awarded Vendor for the project.

Staff requests the Board authorize the CEO to amend the Kova contract, and/or other related contracts, up to the \$200,000 addition requested in the Capital Budget to cover the cost of the project.

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: This action will enhance ONT Operations by allowing better communications with our partners during regular and emergency operations.

SCHEDULE: N/A


ATTACHMENTS: None


STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Andrew Harsh, Emergency Manager

Originating Dept.: Operations / Emergency Management

Director Review: 

Chief Review: 

CEO Approval: 

This Agenda Report has been reviewed by OIAA General Counsel.

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BOARD DISPOSITION: Approved Denied Continued to _____



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

SUBJECT: A RESOLUTION ADOPTING THE FYE 2025 BUDGET

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

RECOMMENDED ACTION(S): Approve a resolution adopting the FYE 2025 Budget.

FISCAL IMPACT SUMMARY: The proposed FYE 2025 budget results in Net Income from Operations of \$11.2M, a \$335K (2.9%) decrease compared to FYE 2024. Interest costs will be funded from airline rates and charges in accordance with the Airline Operating Use and Lease Agreement (ULA).

BACKGROUND: Fiscal Year Financial Performance: The proposed budget for the fiscal year ending June 30, 2025, is driven by strong aviation activity and financial performance driven by OIAA through March 31, 2024. Net income from operations totaled \$19.7M with a favorable variance to budget of \$11.6M. Operating revenues of \$90.3M exceeded budget by \$6.5M (7.7%), and operating expenses of \$70.6M were favorable to budget by \$5.2M (6.8%). The proposed budget was developed from OIAA Goals and Objectives and includes significant increases in resources to meet current and expected near term growth.

OPERATING REVENUES: Total FYE 2025 budgeted operating revenues of \$127.3M exceed the budget FYE 2024 by \$13.9M (12.2%), with aeronautical revenue increasing by \$8.0M (15.9%) and nonaeronautical revenues by \$5.8M (9.2%). The Authority has budgeted \$6.6M of ARPA grant funds to maintain a relatively level rate structure. Budget revenue forecasts do not reflect proposed changes in any airline rates and charges, except for landing fees and terminal rents that are calculated under the terms of the Operating Use and Lease Agreement. In addition to these changes, an increase to parking rates was approved and is included in the budget.

Aeronautical revenue increases are primarily driven by increases in landing fees and airline handling service fees. Landing fees increased by \$1.6M (10.0%) and are associated with greater landed weights and a higher landing fee rate. Terminal rents increased by \$1.8M (11.4%) are driven by higher per square foot rental rates. In addition, ground handling revenue increases reflect higher than expected revenues from third-party ground handling service providers to signatory airlines.

Nonaeronautical revenues budgeted FYE 2025 of \$68.8M are greater than FYE 2024 by \$5.8M (9.2%). This increase is driven by higher concession revenues. The most significant operating revenue budget increases include parking revenues of \$2.8M (7.9%) and facility & land rentals- nonaeronautical of \$1.6M (57.9%). Parking revenue increases are associated with forecasted increases in aviation activity and increases in parking lot rates, depending on the lot. Rental car revenues are estimated to be higher in FYE 2025 compared to FYE 2024 due to

favorable growth. Operating grant revenues budgeted FYE 2025 of \$6.6M is the same as budgeted FYE 2024. This leaves unspent operating grant funding of \$5.1M which will be rolled over to FYE 2026. The grant funding must be spent by December 2026.

OPERATING EXPENSES: Total budgeted Operating Expenses FYE 2025 of \$116.0M, exceed the budget FYE 2024 of \$101.9M, by \$14.1M (13.9%). Major changes are for personnel, public safety, contractual services, and other operating expenses. No uniform budget increases have been provided for inflation, as contracted service and material expenses are largely controlled by established agreements.

Personnel expenses FYE 2025 of \$20.4M, are greater than FYE 2024 by \$2.8M (15.8%). This includes 13 new OIAA staff positions, totaling \$1.45M. Also, the FYE 2025 personnel budget assumes a 3% COLA increase, as well as a 5% merit pool for performance-based increases, which totals \$1.05M of the FYE 2025 budget.

Non-personnel expenses FYE 2025 of \$95.7M increase by \$11.4M (13.5%), compared to FYE 2024 budgeted expenses of \$84.3M. Public Safety expenses of \$24.5M FYE 2025 are higher than the FYE 2024 budget by \$1.2M. Public safety, police, fire, and dispatch services are provided under a Municipal Services agreement with the City of Ontario. The budgeted increase is 5.0% based on an estimated contractually required increases as well as police personnel. The contractual expense budget FYE 2025 of \$45.2M is greater than the FYE 2024 budget by \$5.5M (13.9%). The greatest increases are for security and project management.

Nonoperating Revenues are budgeted to increase by \$6.2M (37.5%). Most of this net increase is driven by activity-based facility charges and interest income. These facility charges include Passenger Facility Charges and Customer Facility Charges and are directly related to passenger activity. There are no changes in the rate structure for these facility charges, PFCs remain at \$4.50 per enplaned passenger and CFCs stay the same at \$10 per rental car contract. Interest income is expected to be greater as interest rates on short-term cash equivalent investments increase.

Other Sources and (Uses), net, are from debt service, required reserves, depreciation, and fund transfers. Total Other Sources and (Uses) budgeted at \$28.0M for FYE 2025 are greater than the FYE 2024 budget by \$6.0M (27.4%). Debt service is associated with required principal and interest payments for the series 2016 and 2021 revenue bonds. Debt service is expected to decrease by \$1.4M. The decrease is associated with early retirement of non-revenue bond debt in FYE 2022.

Reserve balances and adjustments are established under the Operating Use and Lease Agreement, Revenue Bond Covenants, and regulatory authority. The Discretionary reserve is to fund Capital projects without airline approval, that would otherwise require approval under the Majority in Interest provisions of the ULA. The Discretionary reserve increase is for required reserve adjustments based on CPI. The Maintenance and operations (M&O) reserve requires that 25% of operating expenses be included in the M&O reserve on a rolling funding basis, whereby adjustments in a fiscal year are provided to adjust the reserve balance by an amount necessary to meet the 25% requirement. The Debt Service reserve is also on a rolling fund basis, to provide a reserve balance equal to 25% of the revenue bond debt service for the budgeted fiscal year.

The unrestricted fund transfer is for estimated airline incentive program savings for qualified airlines and routes. These fees result in a loss of revenues and an increase in rates and charges to other airlines. This loss may not be recovered through rates and charges to the airlines and must be funded through transfers from the unrestricted net position balance.

The budget establishes a net residual requirement, that is covered by landing fees and terminal rental rates. Landing fees are established by dividing the net requirement in the Airfield Cost Center by the estimated landed weight for cargo and passenger air carriers. The terminal rental rate is established by dividing the net requirement in the Terminal Cost Center by the total of terminal space leased by the airlines, including joint use space in public areas.

The calculated landing fee rate for FYE 2025 is \$1.99 per 1,000 lbs. of landed weight generating \$17.6M in landing fees and the terminal rental rate FYE 2025 is \$92.71, which results in \$17.5M of terminal rent revenue.

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 and to meet OIAA goals and objectives.

SCHEDULE: N/A

ATTACHMENTS:

1. Resolution No. 2024-03
2. FYE 2025 Budget
3. Organizational Chart

STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Maria Garcia, Budget Manager

Originating Dept.: Finance and Budget

Director Review: N/A

Chief Review: *Celeste Heinonen*

CEO Approval: *Atif Elkadi*

This Agenda Report has been reviewed by OIAA General Counsel.

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BOARD DISPOSITION: Approved Denied Continued to _____

RESOLUTION NO. 2024-03

**A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT
AUTHORITY ADOPTING THE ANNUAL OPERATING BUDGET FOR
FISCAL YEAR 2024-25**

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, under the Joint Powers Agreement, Section 10, Funds, the Treasurer of the Authority shall assume the duties described in California Government Code Section 6505.5; and

WHEREAS, the Authority staff, including the Chief Executive Officer (“CEO”) and the Chief Financial Officer (“CFO”) of the Authority, have determined the Authority’s Capital Budget for Fiscal Year 2023-24 in accordance with the provisions of the Joint Powers Agreement; and

WHEREAS, the Authority staff have consulted with the Airport and Airline Affairs Committee (“AAAC”) in regards to this proposed operating budget for Fiscal Year 2023-24 and the AAAC has not expressed any objections to its adoption or implementation.

NOW, THEREFORE, BE IT RESOLVED by the Ontario International Airport Authority Commission as follows:

SECTION 1. The Ontario International Airport Authority Commission hereby adopts the proposed Fiscal Year 2024-25 Operating Budget, which is attached as Exhibit “A”, and by this reference incorporated.

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

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

PASSED, APPROVED, AND ADOPTED at a Regular Meeting this 27th day of June, 2024.

ALAN D. WAPNER, OIAA PRESIDENT

ATTEST:

APPROVED AS TO LEGAL FORM:

NORMA I. ALLEY, MMC, ASSISTANT SECRETARY

LORI D. BALLANCE, GENERAL COUNSEL

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

I, Norma I. Alley, MMC, Board Clerk/Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY the foregoing Resolution No. 2024-00 is the original and was duly passed and adopted by the Commission of the Ontario International Airport Authority at their Regular Meeting held June 27, 2024, by the following roll call vote, to wit:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

NORMA I. ALLEY, MMC
BOARD CLERK/ASSISTANT SECRETARY

(SEAL)



OPERATING BUDGET

FOR THE YEAR ENDED JUNE 30, 2025

ONTARIO INTERNATIONAL AIRPORT AUTHORITY

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
OPERATING BUDGET
FOR THE YEAR ENDING JUNE 30, 2025**

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	Adopted Budget	Proposed Budget	Increase (Decrease) FY 2025 Proposed vs FY 2024 Adopted	
	FY 2024	FY 2025	\$	%
Aeronautical				
Landing fees	\$ 16,006,964	\$ 17,611,025	\$ 1,604,060	10.02%
Facility rentals	15,688,558	17,474,960	1,786,403	11.39%
Land rentals	12,455,895	15,198,250	2,742,355	22.02%
Gate use and jet bridge fees	806,912	1,175,077	368,165	45.63%
Plane parking	643,257	891,831	248,574	38.64%
Airline handling service fees	4,032,833	5,324,915	1,292,082	32.04%
Operating grants	321,000	321,000	-	0.00%
Other aeronautical revenues	527,237	527,020	(217)	-0.04%
Total aeronautical	50,482,656	58,524,078	8,041,422	15.93%
Nonaeronautical				
Auto parking	35,150,798	37,940,756	2,789,958	7.94%
Rental cars	9,996,171	10,144,507	148,336	1.48%
Food and beverage	3,029,527	3,729,858	700,331	23.12%
News and gifts	2,124,170	2,035,990	(88,180)	-4.15%
Ground transportation	2,144,696	2,818,958	674,262	31.44%
Advertising and Other Concessions	1,024,316	1,016,576	(7,740)	-0.76%
Facility & Land rentals - nonaeronautical	2,728,792	4,309,970	1,581,178	57.94%
Other	199,971	179,293	(20,679)	-10.34%
Operating grants - ARPA	6,575,000	6,575,000	-	0.00%
Total nonaeronautical	62,973,441	68,750,907	5,777,466	9.17%
Total operating revenues	113,456,097	127,274,985	13,818,888	12.18%
Personnel				
Salaries, wages and overtime	13,690,071	16,082,209	2,392,138	17.47%
Employee benefits and taxes	3,911,943	4,300,559	388,616	9.93%
Total personnel	17,602,014	20,382,768	2,780,754	15.80%
Nonpersonnel				
Public safety	23,293,289	24,464,091	1,170,802	5.03%
Contractual services	39,694,741	45,213,147	5,518,406	13.90%
Insurance and administration	1,957,391	2,681,090	723,699	36.97%
Materials and Supplies	2,699,817	2,983,100	283,283	10.49%
Telecommunications and utilities	7,331,304	7,718,130	386,826	5.28%
Other Operating Expenses	9,320,324	12,610,924	3,290,600	35.31%
Total nonpersonnel	84,296,866	95,670,482	11,373,617	13.49%
Total operating expenses	101,898,880	116,053,250	14,154,370	13.89%
Net Income from operations	11,557,217	11,221,735	(335,482)	-2.90%

	Adopted Budget	Proposed Budget	Increase (Decrease) FY 2025 Proposed vs FY 2024 Adopted	
	FY 2024	FY 2025	\$	%
Nonoperating Revenues				
Interest income	\$ 505,546	\$ 3,023,040	\$ 2,517,494	497.97%
Passenger facility charges	12,589,028	15,767,972	3,178,944	25.25%
Customer facility charges	3,454,045	3,955,620	501,575	14.52%
Other	-	-	-	0.00%
Total nonoperating revenues	16,548,620	22,746,632	6,198,012	37.45%
Net income	28,105,837	33,968,367	5,862,530	20.86%
Other Sources and (Uses)				
Debt Service	11,228,344	9,854,244	(1,374,100)	-12.24%
Reserve Balance (Increase) Decrease	3,539,663	5,037,179	1,497,515	42.31%
Depreciation	7,954,879	13,850,211	5,895,332	74.11%
Unrestricted Fund Transfer	(750,000)	(750,000)	-	0.00%
Total other sources and (uses)	21,972,887	27,991,634	6,018,747	27.39%
Net increase (decrease)	\$ 6,132,950	\$ 5,976,733	\$ (156,217)	-2.55%

Landing Fee (1,000 lb. units)	\$ 1.83	\$ 1.99	\$ 0.16	8.7%
Terminal Rental Rate (square foot)	\$ 87.07	\$ 92.71	\$ 5.64	6.5%

	Adopted	Proposed	Increase (Decrease) FY 2025 Proposed vs FY 2024 Adopted	
	FY 2024	FY 2025	\$	%
Operations:				
Operations	\$ 706,476	\$ 1,078,034	\$ 371,558	52.59%
Public Safety	23,806,869	24,719,733	912,865	3.83%
Airfield Operations	6,646,674	7,053,195	406,521	6.12%
Security	6,397,407	8,322,173	1,924,766	30.09%
Emergency Management	623,675	519,983	(103,691)	-16.63%
Vehicle and Equipment Maintenance	2,384,157	2,509,768	125,611	5.27%
Landside Operations	8,380,733	8,643,041	262,308	3.13%
Customer Experience	1,875,773	2,270,640	394,867	21.05%
Total Operations	50,821,764	55,116,568	4,294,805	8.45%
Capital Development:				
Planning	6,428,603	5,915,437	\$ (513,167)	-7.98%
Project Management	2,502,690	4,092,991	1,590,301	63.54%
Capital Development:	-	527,956	527,956	100.00%
Environmental Compliance	-	904,578	904,578	100.00%
Total Capital Development	8,931,293	11,440,962	2,509,669	28.10%
Revenue Management:				
Revenue Management Department	2,635,075	1,211,127	(1,423,948)	-54.04%
Airline Affairs and Properties	840,520	1,970,557	1,130,037	134.44%
Ground Transportation	7,563,328	7,367,373	(195,955)	-2.59%
Film Services	42,500	217,298	174,798	411.29%
Advertising and Partnerships	-	1,831,578	1,831,578	100.00%
Total Revenue Management	11,081,423	12,597,933	1,516,510	13.69%
Marketing and Communications:				
Marketing and Communication	8,721,324	11,365,600	2,644,276	30.32%
Community Engagement	-	2,455,879	2,455,879	100.00%
Digital	2,506,064	-	(2,506,064)	-100.00%
Total Marketing and Communications	11,227,388	13,821,479	2,594,091	23.11%
Executive:				
Executive Office	4,995,888	5,557,613	561,725	11.24%
Office Administrator	264,149	871,851	607,702	230.06%
Air Service Development	877,253	880,132	2,878	0.33%
Government Relations	524,529	669,533	145,004	27.64%
Clerk's Office	-	1,383,798	1,383,798	100.00%
Total Executive	6,661,819	9,362,927	2,701,108	40.55%
Administrative:				
Procurement	1,282,791	1,148,537	(134,253)	-10.47%
Administration	-	637,987	637,987	100.00%
Total Administrative	1,282,791	1,786,524	503,734	39.27%
Human Resources:				
Human Resources	1,002,316	1,302,704	300,388	29.97%
Risk Management	1,378,687	2,080,133	701,446	50.88%
Total Human Resources	2,381,003	3,382,837	1,001,834	42.08%
Information Technology:				
Information Technology	6,707,573	6,092,664	(614,909)	-9.17%
Total Information Technology	6,707,573	6,092,664	(614,909)	-9.17%
Finance:				
Financial Accounting and Reporting	2,241,218	1,863,066	(378,152)	-16.87%
Budget and Finance	562,608	588,290	25,682	4.56%
Total Finance	2,803,826	2,451,356	(352,470)	-12.57%
Total Operating Expenses	\$ 101,898,880	\$ 116,053,250	\$ 14,154,370	13.89%

	Adopted	% of Total	Proposed	% of Total
	FY 2024	Operating Budget	FY 2025	Operating Budget
Operations:				
Operations	\$ 706,476	0.7%	\$ 1,078,034	0.9%
Public Safety	23,806,869	23.4%	24,719,733	21.3%
Airfield Operations	6,646,674	6.5%	7,053,195	6.1%
Security	6,397,407	6.3%	8,322,173	7.2%
Emergency Management	623,675	0.6%	519,983	0.4%
Vehicle and Equipment Maintenance	2,384,157	2.3%	2,509,768	2.2%
Landside Operations	8,380,733	8.2%	8,643,041	7.4%
Customer Experience	1,875,773	1.8%	2,270,640	2.0%
Total Operations	50,821,764	49.8%	55,116,568	47.5%
Capital Development:				
Planning	6,428,603	6.3%	5,915,437	5.1%
Project Management	2,502,690	2.5%	4,092,991	3.5%
Capital Development:	-	0.0%	527,956	0.5%
Environmental Compliance	-	0.0%	904,578	0.8%
Total Capital Development	8,931,293	8.8%	11,440,962	9.9%
Revenue Management:				
Revenue Management Department	2,635,075	2.6%	1,211,127	1.0%
Airline Affairs and Properties	840,520	0.8%	1,970,557	1.7%
Ground Transportation	7,563,328	7.4%	7,367,373	6.3%
Film Services	42,500	0.0%	217,298	0.2%
Advertising and Partnerships	-	0.0%	1,831,578	1.6%
Total Revenue Management	11,081,423	10.8%	12,597,933	10.8%
Marketing and Communications:				
Marketing and Communication	8,721,324	8.6%	11,365,600	9.8%
Community Engagement	-	0.0%	2,455,879	2.1%
Digital	2,506,064	2.5%	-	0.0%
Total Marketing and Communications	11,227,388	11.1%	13,821,479	11.9%
Executive:				
Executive Office	4,995,888	4.9%	5,557,613	4.8%
Office Administrator	264,149	0.3%	871,851	0.8%
Air Service Development	877,253	0.9%	880,132	0.8%
Government Relations	524,529	0.5%	669,533	0.6%
Clerk's Office	-	0.0%	1,383,798	1.2%
Total Executive	6,661,819	6.6%	9,362,927	8.2%
Administrative:				
Procurement	1,282,791	1.3%	1,148,537	1.0%
Administration	-	0.0%	637,987	0.5%
Total Administrative	1,282,791	1.3%	1,786,524	1.5%
Human Resources:				
Human Resources	1,002,316	1.0%	1,302,704	1.1%
Risk Management	1,378,687	1.4%	2,080,133	1.8%
Total Human Resources	2,381,003	2.4%	3,382,837	2.9%
Information Technology:				
Information Technology	6,707,573	6.6%	6,092,664	5.2%
Total Information Technology	6,707,573	6.6%	6,092,664	5.2%
Finance:				
Financial Accounting and Reporting	2,241,218	2.2%	1,863,066	1.6%
Budget and Finance	562,608	0.6%	588,290	0.5%
Total Finance	2,803,826	2.8%	2,451,356	2.1%
Total Operating Expenses	\$ 101,898,880	100.0%	\$ 116,053,250	100.0%

Proposed Budget FYE 2025										
Operations	Revenue Management	Executive	Administrative	Information Technology	Finance	Capital Development	Marketing and Communications	Human Resources	Total	
Personnel										
Salaries, wages and overtime	\$ 4,216,856	\$ 1,286,551	\$ 1,977,349	\$ 1,057,780	\$ 1,629,644	\$ 1,394,419	\$ 1,591,500	\$ 1,891,722	\$ 16,082,209	
Employee benefits and taxes	1,268,028	338,115	474,475	290,730	419,870	377,846	360,889	500,157	4,300,559	
Total personnel	5,484,884	1,624,666	2,451,824	1,348,509	2,049,514	1,772,266	1,952,389	2,391,879	20,382,768	
Nonpersonnel										
Public safety	24,464,091	-	-	-	-	-	-	-	24,464,091	
Contractual services	15,252,495	9,058,736	4,590,978	253,470	2,337,650	395,400	9,368,873	3,626,600	45,213,147	
Insurance and administration	27,500	458,400	395,550	14,800	10,000	109,840	5,000	109,000	2,681,090	
Materials and supplies	1,203,100	459,400	100,600	5,000	1,200,000	9,000	6,000	-	2,983,100	
Telecommunications and utilities	7,312,130	-	-	-	406,000	-	-	-	7,718,130	
Other operating expenses	1,372,368	996,731	1,823,975	164,745	89,500	164,850	108,700	7,694,000	12,610,924	
Total nonpersonnel	49,631,684	10,973,267	6,911,103	438,015	4,043,150	679,090	9,488,573	11,429,600	95,670,482	
Total operating expenses	\$ 55,116,568	\$ 12,597,933	\$ 9,362,927	\$ 1,786,524	\$ 6,092,664	\$ 2,451,356	\$ 11,440,962	\$ 13,821,479	\$ 116,053,250	
Headcount Proposed	47.00	12.00	15.00	10.00	14.00	13.00	12.00	17.00	9.00	149.00

Adopted Budget FYE 2024										
Operations	Revenue Management	Executive	Administrative	Information Technology	Finance	Capital Development	Marketing and Communications		Total	
Personnel										
Salaries, wages and overtime	\$ 3,688,164	\$ 1,173,173	\$ 1,732,934	\$ 1,481,372	\$ 1,121,189	\$ 1,406,745	\$ 1,392,728	\$ 1,693,768	\$ 13,690,071	
Employee benefits and taxes	1,087,298	278,486	457,385	434,023	339,438	406,813	404,993	503,506	3,911,943	
Total personnel	4,775,462	1,451,659	2,190,319	1,915,394	1,460,627	1,813,558	1,797,720	2,197,275	17,602,014	
Nonpersonnel										
Public safety	23,293,289	-	-	-	-	-	-	-	23,293,289	
Contractual services	13,299,673	8,580,002	3,563,485	330,870	3,537,946	785,792	7,007,873	2,589,100	39,694,741	
Insurance and administration	13,400	411,500	197,740	1,129,900	-	111,351	2,500	91,000	1,957,391	
Materials and supplies	1,309,817	25,000	29,500	17,500	1,306,000	6,000	6,000	-	2,699,817	
Telecommunications and utilities	6,963,304	-	-	-	368,000	-	-	-	7,331,304	
Other operating expenses	1,166,819	613,262	680,775	270,130	35,000	87,125	117,200	6,350,013	9,320,324	
Total nonpersonnel	46,046,302	9,629,764	4,471,500	1,748,400	5,246,946	990,268	7,133,573	9,030,113	84,296,866	
Total operating expenses	\$ 50,821,764	\$ 11,081,423	\$ 6,661,819	\$ 3,663,794	\$ 6,707,573	\$ 2,803,826	\$ 8,931,293	\$ 11,227,388	\$ 101,898,880	
Headcount Original Adopted FY2024 Budget	40.50	10.00	13.50	14.00	13.00	14.00	10.00	15.50	6.00	130.50
Headcount Approved	42.50	10.00	13.50	9.00	12.00	14.00	11.00	18.50	6.00	136.50

Proposed FY 2025 Budget									
	Operations	Public Safety	Airfield Operations	Security	Emergency Management	Vehicle & Equipment Maintenance	Landside Operations	Customer Experience	Total
Headcount	6.0	1.0	-	13.0	1.0	9.0	4.0	13.0	47.00
Personnel									
Salaries, wages and overtime	\$ 807,272	\$ 216,325	\$ -	\$ 993,952	\$ 143,922	\$ 677,234	\$ 407,312	\$ 970,838	\$ 4,216,856
Employee benefits and taxes	188,262	39,317	-	333,920	32,291	229,961	112,674	331,602	1,268,028
Total personnel	995,534	255,642	-	1,327,873	176,213	907,195	519,986	1,302,440	5,484,884
Nonpersonnel									
Public safety	-	24,464,091	-	-	-	-	-	-	24,464,091
Contractual services	-	-	6,958,620	6,714,250	152,000	65,000	702,925	659,700	15,252,495
Insurance and administration	4,000	-	-	12,000	-	5,000	-	6,500	27,500
Materials and supplies	-	-	80,000	240,600	139,000	525,000	120,000	98,500	1,203,100
Telecommunications and utilities	-	-	-	-	12,000	-	7,300,130	-	7,312,130
Other operating expenses	78,500	-	14,575	27,450	40,770	1,007,573	-	203,500	1,372,368
Total nonpersonnel	82,500	24,464,091	7,053,195	6,994,300	343,770	1,602,573	8,123,055	968,200	49,631,684
Total operating expenses	\$ 1,078,034	\$ 24,719,733	\$ 7,053,195	\$ 8,322,173	\$ 519,983	\$ 2,509,768	\$ 8,643,041	\$ 2,270,640	\$ 55,116,568
\$ Increase (Decrease) vs FY 2024 Adopted	\$ 371,558	\$ 912,865	\$ 406,521	\$ 1,924,766	\$ (103,691)	\$ 125,611	\$ 262,308	\$ 394,867	\$ 4,294,805
% Increase (Decrease) vs FY 2024 Adopted	52.59%	3.83%	6.12%	30.09%	-16.63%	5.27%	3.13%	21.05%	8.45%

Adopted FY 2024 Budget									
	Operations	Public Safety	Airfield Operations	Security	Emergency Management	Vehicle & Equipment Maintenance	Landside Operations	Customer Experience	Total
Headcount Original Adopted FY2024 Budget	2.5	3.0	-	11.0	1.0	9.5	4.5	9.0	40.50
Headcount Approved	4.5	3.0	-	11.0	1.0	9.5	4.5	9.0	42.50
Personnel									
Salaries, wages and overtime	527,080	379,278	-	756,287	146,639	774,302	433,860	670,718	\$ 3,688,164
Employee benefits and taxes	118,396	82,285	-	276,420	43,592	217,255	107,496	241,855	1,087,298
Total personnel	645,476	461,563	-	1,032,707	190,231	991,557	541,355	912,573	4,775,462
Nonpersonnel									
Public safety	-	23,293,289	-	-	-	-	-	-	23,293,289
Contractual services	-	-	6,634,099	5,079,000	101,500	75,000	747,374	662,700	13,299,673
Insurance and administration	2,500	-	-	-	600	5,000	-	5,300	13,400
Materials and supplies	5,000	52,017	-	240,300	225,000	577,000	135,000	75,500	1,309,817
Telecommunications and utilities	-	-	-	-	10,800	-	6,952,504	-	6,963,304
Other operating expenses	53,500	-	12,575	45,400	95,544	735,600	4,500	219,700	1,166,819
Total nonpersonnel	61,000	23,345,306	6,646,674	5,364,700	433,444	1,392,600	7,839,378	963,200	46,046,302
Total operating expenses	\$ 706,476	\$ 23,806,869	\$ 6,646,674	\$ 6,397,407	\$ 623,675	\$ 2,384,157	\$ 8,380,733	\$ 1,875,773	\$ 50,821,764

Proposed FY 2025 Budget						
	Revenue Management	Film Services	Ground Transportation	Airline Affairs and Properties	Advertising and Partnerships	Total
Headcount	2.0	1.0	5.0	3.0	1.0	12.00
Personnel						
Salaries, wages and overtime	349,651	144,167	398,489	284,173	110,072	\$ 1,286,551
Employee benefits and taxes	77,820	33,131	114,073	84,084	29,006	338,115
Total personnel	427,471	177,298	512,562	368,257	139,078	1,624,666
Nonpersonnel						
Public safety	-	-	-	-	-	-
Contractual services	724,000	40,000	6,831,736	633,000	830,000	9,058,736
Insurance and administration	6,600	-	-	451,800	-	458,400
Materials and supplies	2,400	-	-	252,000	205,000	459,400
Other operating expenses	50,656	-	23,075	265,500	657,500	996,731
Total nonpersonnel	783,656	40,000	6,854,811	1,602,300	1,692,500	10,973,267
Total operating expenses	\$ 1,211,127	\$ 217,298	\$ 7,367,373	\$ 1,970,557	\$ 1,831,578	\$ 12,597,933
\$ Increase (Decrease) vs FY 2024 Adopted	\$ (1,423,948)	\$ 174,798	\$ (195,955)	\$ 1,130,037	\$ 1,831,578	\$ 1,516,510
% Increase (Decrease) vs FY 2024 Adopted	-54.04%	411.29%	-2.59%	134.44%	100.00%	13.69%

Adopted FY 2024 Budget						
	Revenue Management	Film Services	Ground Transportation	Commercials Real Estate	Advertising and Partnerships	Total
Headcount Original Adopted FY2024 Budget	7.0	-	2.0	1.0	-	10.00
Headcount Approved	7.0	-	2.0	1.0	-	10.00
Personnel						
Salaries, wages and overtime	826,865	-	212,400	133,908	-	\$ 1,173,173
Employee benefits and taxes	205,723	-	36,751	36,012	-	278,486
Total personnel	1,032,588	-	249,151	169,920	-	1,451,659
Nonpersonnel						
Public safety	-	-	-	-	-	-
Contractual services	994,620	42,500	7,287,882	255,000	-	8,580,002
Insurance and administration	11,500	-	-	400,000	-	411,500
Materials and supplies	15,000	-	10,000	-	-	25,000
Other operating expenses	581,367	-	16,295	15,600	-	613,262
Total nonpersonnel	1,602,487	42,500	7,314,177	670,600	-	9,629,764
Total operating expenses	\$ 2,635,075	\$ 42,500	\$ 7,563,328	\$ 840,520	\$ -	\$ 11,081,423

Proposed FY 2025 Budget						
	Executive Office	Air Service Development	Government Relations	Office Management and Employee Activities	Clerk's Office	Total
Headcount	4.0	3.0	1.0	2.0	5.0	15.00
Personnel						
Salaries, wages and overtime	689,280	434,338	151,050	217,489	485,192	\$ 1,977,349
Employee benefits and taxes	148,134	97,123	32,983	57,679	138,556	474,475
Total personnel	837,413	531,461	184,033	275,169	623,748	2,451,824
Nonpersonnel						
Public safety	-	-	-	-	-	-
Contractual services	3,432,700	94,646	414,500	24,632	624,500	4,590,978
Insurance and administration	147,500	-	-	222,050	26,000	395,550
Materials and supplies	-	2,000	-	75,000	23,600	100,600
Telecommunications and utilities	-	-	-	-	-	-
Other operating expenses	1,140,000	252,025	71,000	275,000	85,950	1,823,975
Total nonpersonnel	4,720,200	348,671	485,500	596,682	760,050	6,911,103
Total operating expenses	\$ 5,557,613	\$ 880,132	\$ 669,533	\$ 871,851	\$ 1,383,798	\$ 9,362,927
\$ Increase (Decrease) vs FY 2024 Adopted	\$ 561,725	\$ 2,878	\$ 145,004	\$ 607,702	\$ 1,383,798	\$ 2,701,108
% Increase (Decrease) vs FY 2024 Adopted	11.24%	0.33%	27.64%	230.06%	100.00%	40.55%

Adopted FY 2024 Budget						
	Executive Office	Air Service Development	Government Relations	Office Administrator		Total
Headcount Original Adopted FY2024 Budget	8.5	3.0	1.0	1.0		13.50
Headcount Approved	7.5	3.0	1.0	2.0		13.50
Personnel						
Salaries, wages and overtime	990,408	431,510	187,643	123,372		\$ 1,732,934
Employee benefits and taxes	271,280	117,943	42,386	25,777		457,385
Total personnel	1,261,688	549,453	230,029	149,149		2,190,319
Nonpersonnel						
Public safety	-	-	-	-		-
Contractual services	3,189,700	89,285	284,500	-		3,563,485
Insurance and administration	137,500	240	-	60,000		197,740
Materials and supplies	-	2,000	-	27,500		29,500
Telecommunications and utilities	-	-	-	-		-
Other operating expenses	407,000	236,275	10,000	27,500		680,775
Total nonpersonnel	3,734,200	327,800	294,500	115,000		4,471,500
Total operating expenses	\$ 4,995,888	\$ 877,253	\$ 524,529	\$ 264,149		\$ 6,661,819

Proposed FY2025 Budget			
	Procurement	Administrative	Total
Headcount	8.0	2.0	10.00
Personnel			
Salaries, wages and overtime	\$ 700,212	\$ 357,568	\$ 1,057,780
Employee benefits and taxes	214,245	76,484	290,730
Total personnel	914,457	434,052	1,348,509
Nonpersonnel			
Public safety	-	-	-
Contractual services	123,470	130,000	253,470
Insurance and administration	5,300	9,500	14,800
Materials and supplies	5,000	-	5,000
Telecommunications and utilities	-	-	-
Other operating expenses	100,310	64,435	164,745
Total nonpersonnel	234,080	203,935	438,015
Total operating expenses	\$ 1,148,537	\$ 637,987	\$ 1,786,524
\$ Increase (Decrease) vs FY 2024 Adopted	\$ (134,253)	\$ 637,987	\$ 503,734
% Increase (Decrease) vs FY 2024 Adopted	-10.47%	100.00%	39.27%

Adopted FY2024 Budget			
	Procurement	Administrative	Total
Headcount Original Adopted FY2024 Budget	8.0		8.00
Headcount Approved	9.0		9.00
Personnel			
Salaries, wages and overtime	\$ 886,446		\$ 886,446
Employee benefits and taxes	240,869		240,869
Total personnel	1,127,316		1,127,316
Nonpersonnel			
Public safety	-		-
Contractual services	58,000		58,000
Insurance and administration	600		600
Materials and supplies	2,500		2,500
Telecommunications and utilities	-		-
Other operating expenses	94,375		94,375
Total nonpersonnel	155,475		155,475
Total operating expenses	\$ 1,282,791		\$ 1,282,791

Proposed FY2025 Budget			
	Information Technology	Total	
Headcount	14.0	14.00	
Personnel			
Salaries, wages and overtime	\$ 1,629,644	\$	1,629,644
Employee benefits and taxes	419,870		419,870
Total personnel	2,049,514		2,049,514
Nonpersonnel			
Public safety	-		-
Contractual services	2,337,650		2,337,650
Insurance and administration	10,000		10,000
Materials and supplies	1,200,000		1,200,000
Telecommunications and utilities	406,000		406,000
Other operating expenses	89,500		89,500
Total nonpersonnel	4,043,150		4,043,150
Total operating expenses	\$ 6,092,664	\$	6,092,664
\$ Increase (Decrease) vs FY 2024 Adopted	\$ (614,909)	\$	(614,909)
% Increase (Decrease) vs FY 2024 Adopted	-9.17%		-9.17%

Adopted FY 2024 Budget			
	Information Technology	Total	
Headcount Original Adopted FY2024 Budget	13.0	13.00	
Headcount Approved	12.0	12.00	
Personnel			
Salaries, wages and overtime	\$ 1,121,189	\$	1,121,189
Employee benefits and taxes	339,438		339,438
Total personnel	1,460,627		1,460,627
Nonpersonnel			
Public safety	-		-
Contractual services	3,537,946		3,537,946
Insurance and administration	-		-
Materials and supplies	1,306,000		1,306,000
Telecommunications and utilities	368,000		368,000
Other operating expenses	35,000		35,000
Total nonpersonnel	5,246,946		5,246,946
Total operating expenses	\$ 6,707,573	\$	6,707,573

Proposed FY 2025 Budget			
	Financial Accounting & Reporting	Budget & Finance	Total
Headcount	10.0	3.0	13.00
Personnel			
Salaries, wages and overtime	\$ 1,059,072	\$ 290,329	\$ 1,349,401
Employee benefits and taxes	335,348	87,517	422,865
Total personnel	1,394,419	377,846	1,772,266
Nonpersonnel			
Public safety	-	-	-
Contractual services	368,400	27,000	395,400
Insurance and administration	6,240	103,600	109,840
Materials and supplies	6,000	3,000	9,000
Telecommunications and utilities	-	-	-
Other operating expenses	133,025	31,825	164,850
Total nonpersonnel	513,665	165,425	679,090
Total operating expenses	\$ 1,908,084	\$ 543,271	\$ 2,451,356
\$ Increase (Decrease) vs FY 2024 Adopted	\$ (333,134)	\$ (19,336)	\$ (352,470)
% Increase (Decrease) vs FY 2024 Adopted	-14.86%	-3.44%	-12.57%

Financial Account Budget & Finance
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Adopted FY 2024 Budget			
	Financial Accounting & Reporting	Budget & Finance	Total
Headcount Original Adopted FY2024 Budget	11.0	3.0	14.00
Headcount Approved	11.0	3.0	14.00
Personnel			
Salaries, wages and overtime	\$ 1,141,565	\$ 265,180	\$ 1,406,745
Employee benefits and taxes	336,988	69,825	406,813
Total personnel	1,478,552	335,005	1,813,558
Nonpersonnel			
Public safety	-	-	-
Contractual services	655,126	130,666	785,792
Insurance and administration	19,415	91,936	111,351
Materials and supplies	6,000	-	6,000
Telecommunications and utilities	-	-	-
Other operating expenses	82,125	5,000	87,125
Total nonpersonnel	762,666	227,602	990,268
Total operating expenses	\$ 2,241,218	\$ 562,608	\$ 2,803,826

Proposed FY 2025 Budget					
	Program Management	Planning	Capital Development	Environmental Compliance	Total
Headcount	6.0	4.0	1.0	1.0	12.00
Personnel					
Salaries, wages and overtime	\$ 682,511	\$ 491,447	\$ 251,750	\$ 165,792	\$ 1,591,500
Employee benefits and taxes	157,780	120,990	47,706	34,413	360,889
Total personnel	840,291	612,437	299,456	200,205	1,952,389
Nonpersonnel					
Public safety	-	-	-	-	-
Contractual services	3,216,000	5,280,000	180,500	692,373	9,368,873
Insurance and administration	-	-	5,000	-	5,000
Materials and supplies	6,000	-	-	-	6,000
Telecommunications and utilities	-	-	-	-	-
Other operating expenses	30,700	23,000	43,000	12,000	108,700
Total nonpersonnel	3,252,700	5,303,000	228,500	704,373	9,488,573
Total operating expenses	\$ 4,092,991	\$ 5,915,437	\$ 527,956	\$ 904,578	\$ 11,440,962
\$ Increase (Decrease) vs FY 2024 Adopted	\$ 1,590,301	\$ (513,167)	\$ 527,956	\$ 904,578	\$ 2,509,669
% Increase (Decrease) vs FY 2024 Adopted	63.54%	-7.98%	100.00%	100.00%	28.10%

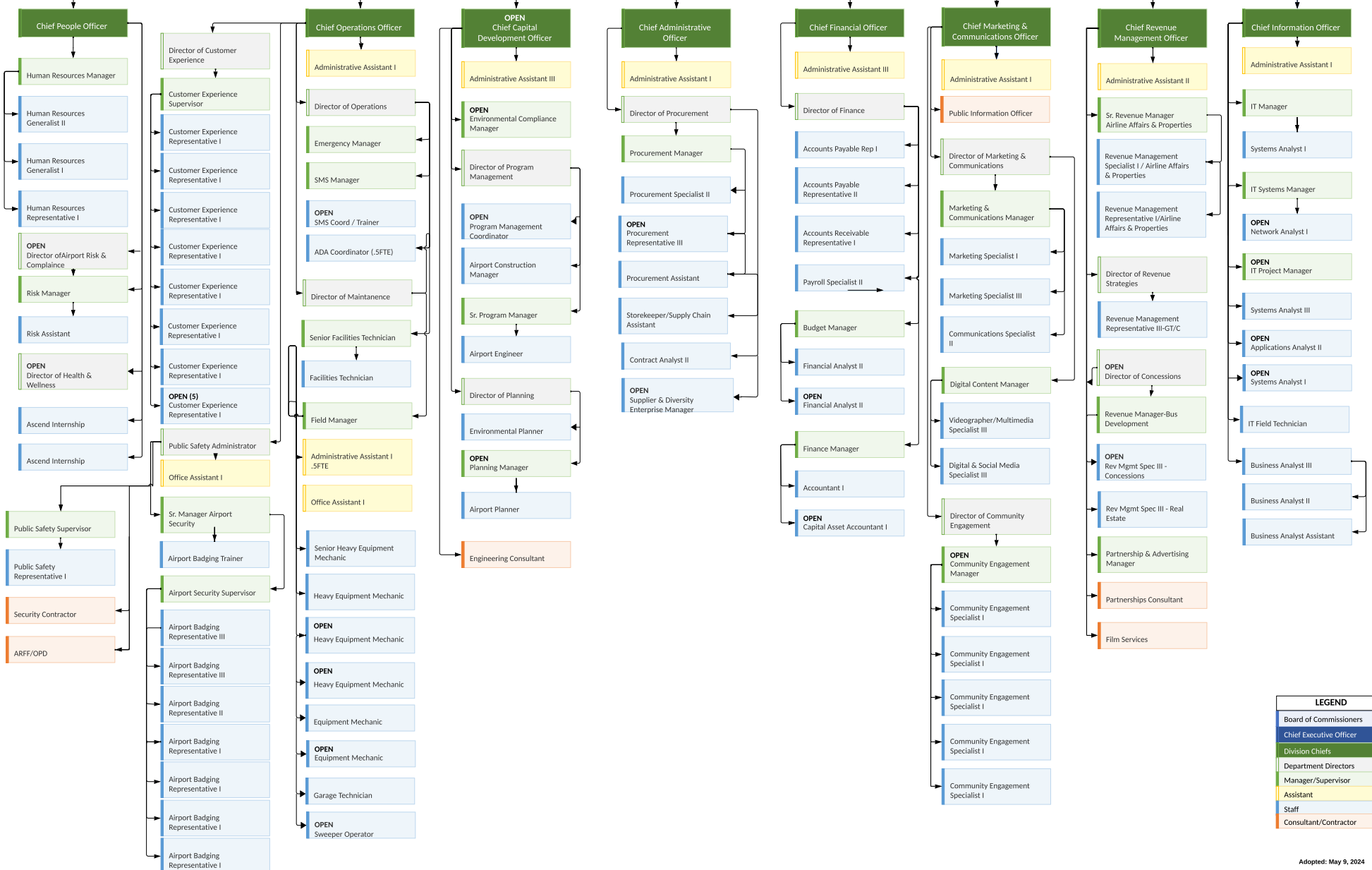
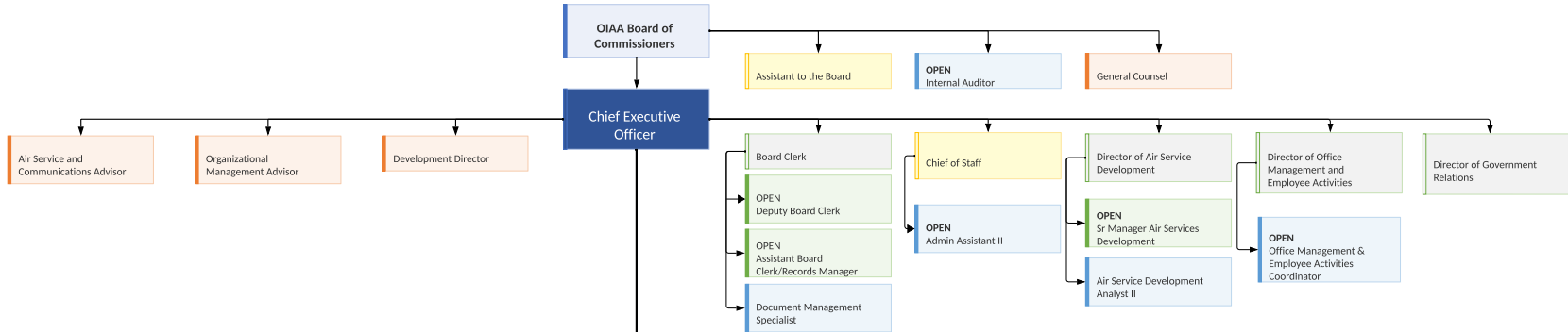
Adopted FY 2024 Budget					
	Program Management	Planning	Capital Development	Environmental Compliance	Total
Headcount Original Adopted FY2024 Budget	4.0	6.0	-	-	10.0
Headcount Approved	4.0	7.0	-	-	11.0
Personnel					
Salaries, wages and overtime	\$ 552,333	\$ 840,395	\$ -	\$ -	\$ 1,392,728
Employee benefits and taxes	185,357	219,635	-	-	404,993
Total personnel	737,690	1,060,030	-	-	1,797,720
Nonpersonnel					
Public safety	-	-	-	-	-
Contractual services	1,719,000	5,288,873	-	-	7,007,873
Insurance and administration	-	2,500	-	-	2,500
Materials and supplies	6,000	-	-	-	6,000
Telecommunications and utilities	-	-	-	-	-
Other operating expenses	40,000	77,200	-	-	117,200
Total nonpersonnel	1,765,000	5,368,573	-	-	7,133,573
Total operating expenses	\$ 2,502,690	\$ 6,428,603	\$ -	\$ -	\$ 8,931,293

Proposed FY 2025 Budget				
	Marketing and Communication	Community Engagement	Digital	Total
Headcount	10.0	7.0	-	17.00
Personnel				
Salaries, wages and overtime	\$ 1,196,575	\$ 695,147	\$ -	\$ 1,891,722
Employee benefits and taxes	304,425	195,732	-	500,157
Total personnel	1,501,000	890,879	-	2,391,879
Nonpersonnel				
Public safety	-	-	-	-
Contractual services	3,591,600	35,000	-	3,626,600
Insurance and administration	52,000	57,000	-	109,000
Materials and supplies	-	-	-	-
Other operating expenses	6,221,000	1,473,000	-	7,694,000
Total nonpersonnel	9,864,600	1,565,000	-	11,429,600
Total operating expenses	\$ 11,365,600	\$ 2,455,879	\$ -	\$ 13,821,479
\$ Increase (Decrease) vs FY 2024 Adopted	\$ 2,644,276	\$ 2,455,879	\$ (2,506,064)	\$ 2,594,091
% Increase (Decrease) vs FY 2024 Adopted	30.32%	100.00%	-100.00%	23.11%

Adopted FY 2024 Budget				
	Marketing and Communication	Community Engagement	Digital	Total
Headcount Original Adopted FY2024 Budget	11.5	-	4.0	15.5
Headcount Approved	14.5	-	4.0	18.50
Personnel				
Salaries, wages and overtime	\$ 1,220,224	\$ -	\$ 473,544	\$ 1,693,768
Employee benefits and taxes	357,187	-	146,319	503,506
Total personnel	1,577,411	-	619,864	2,197,275
Nonpersonnel				
Public safety	-	-	-	-
Contractual services	745,000	-	1,844,100	2,589,100
Insurance and administration	85,500	-	5,500	91,000
Materials and supplies	-	-	-	-
Other operating expenses	6,313,413	-	36,600	6,350,013
Total nonpersonnel	7,143,913	-	1,886,200	9,030,113
Total operating expenses	\$ 8,721,324	\$ -	\$ 2,506,064	\$ 11,227,388

Proposed FY2025 Budget			
	Human Resources	Risk Management	Total
Headcount	6.0	3.0	9.00
Personnel			
Salaries, wages and overtime	\$ 784,479	\$ 191,180	\$ 975,659
Employee benefits and taxes	251,909	79,269	331,178
Total personnel	1,036,388	270,449	1,306,837
Nonpersonnel			
Public safety	-	-	-
Contractual services	169,045	159,900	328,945
Insurance and administration	-	1,551,000	1,551,000
Materials and supplies	-	-	-
Telecommunications and utilities	-	-	-
Other operating expenses	158,000	38,055	196,055
Total nonpersonnel	327,045	1,748,955	2,076,000
Total operating expenses	\$ 1,363,433	\$ 2,019,404	\$ 3,382,837
\$ Increase (Decrease) vs FY 2024 Adopted	\$ 361,117	\$ 640,717	\$ 1,001,834
% Increase (Decrease) vs FY 2024 Adopted	36.03%	46.47%	42.08%

Adopted FY2024 Budget			
	Human Resources	Risk Management	Total
Headcount Original Adopted FY2024 Budget	4.0	2.0	6.00
Headcount Approved	4.0	2.0	6.00
Personnel			
Salaries, wages and overtime	\$ 435,395	\$ 159,531	\$ 594,925
Employee benefits and taxes	137,981	55,172	193,153
Total personnel	573,376	214,702	788,078
Nonpersonnel			
Public safety	-	-	-
Contractual services	247,540	25,330	272,870
Insurance and administration	-	1,129,300	1,129,300
Materials and supplies	15,000	-	15,000
Telecommunications and utilities	-	-	-
Other operating expenses	166,400	9,355	175,755
Total nonpersonnel	428,940	1,163,985	1,592,925
Total operating expenses	\$ 1,002,316	\$ 1,378,687	\$ 2,381,003



LEGEND	
 	Board of Commissioners
 	Chief Executive Officer
 	Division Chiefs
 	Department Directors
 	Manager/Supervisor
 	Assistant
 	Staff
 	Consultant/Contractor



MEETING DATE: JUNE 27, 2024

AGENDA SECTION: ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

SUBJECT: RESOLUTION APPROVING THE ONTARIO INTERNATIONAL AIRPORT SYSTEM RATES AND CHARGES FOR FISCAL YEAR 2024-2025

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

RECOMMENDED ACTION(S): Approve a resolution approving the Airport System Rates and Charges for Fiscal Year 2024-2025 at Ontario International Airport.

FISCAL IMPACT SUMMARY: Upon OIAA Commission approval, the newly calculated landing fee rate for fiscal year 2024-2025 shall be \$1.99 per 1,000 lbs. of maximum gross landed weight for signatory carriers and \$2.49 per 1,000 lbs. of maximum gross landed weight for non-signatory carriers, generating a total of \$17.6M in landing fees. The newly calculated terminal rental rate for fiscal year 2024-2025 shall be \$7.73 per square foot per month for signatory carriers and \$9.66 per square foot per month for non-signatory carriers, generating a total of \$17.5M in terminal rent revenue. The Non-Preferential Terminal Gate Use Fee will be \$303.18, a 12.1% decrease from the current Non-Preferential Terminal Gate Use Fee, which is estimated to generate \$1.2M in Gate Use and Jet Bridge Fees. Aircraft parking charges shall be increased from \$0.40 per 1,000 lbs. of landed weight to \$0.60 per 1,000 lbs. of landed weight for non-diversions, and from \$0.80 per 1,000 lbs. of landed weight to \$1.00 per 1,000 lbs. of landed weight for diversions.

Additionally, the minimum General Ground and Facility Rental Rates are increased by the Consumer Price Index (CPI) which will increase our Facility & Land rent revenue by an average of 4.03%.

BACKGROUND: The FY2023-2024 Airport System Rates and Charges were approved on June 22, 2023, by the Board of Commissioners. For the new fiscal year, the newly calculated landing fee and terminal rental rate are based on the FY2024-2025 Airport System Requirement from the FY2024-2025 Operating Budget. Other rates have been updated based on forecasted revenue as shown in the Operating Budget and/or added to ensure costs are recovered by the airport. Ground and Facility Rental Rates are also updated regularly based on CPI and/or Fair Market Value.

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: 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)].

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS:

1. Resolution No. 2024-04


STAFF MEMBER PRESENTING: Chief Executive Officer Atif Elkadi

Originator Name: Annie Lin, Sr. Revenue Manager – Airline Affairs & Properties

Originating Dept.: Revenue Management

Director Review: N/A

Chief Review: 

CEO Approval: 

This Agenda Report has been reviewed by OIAA General Counsel.

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

BOARD DISPOSITION: Approved Denied Continued to _____

RESOLUTION NO. 2024-04

**A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT
AUTHORITY APPROVING THE AIRPORT SYSTEM RATES AND
CHARGES FOR FISCAL YEAR 2024-2025**

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 staff, including the Chief Executive Officer (“CEO”) and the Chief Financial Officer (“CFO”) of the Authority, have determined the Authority’s Operating Budget for Fiscal Year 2024-25 in accordance with the provisions of the Joint Powers Agreement; and

WHEREAS, the Authority staff have consulted with the Airport and Airline Affairs Committee (“AAAC”) in regards to the proposed operating budget and rates and charges schedule for Fiscal Year 2024-25, and the AAAC has not expressed any objections to its adoption or implementation; and

WHEREAS, the Authority Commission has reviewed the proposed updated Airport System Rates and Charges for Fiscal Year 2024-25 and has held a public meeting relative to its adoption.

NOW, THEREFORE, BE IT RESOLVED by the Ontario International Airport Authority Commission as follows:

SECTION 1. The Authority hereby approves the Airport System Rates and Charges, effective July 1, 2024, which is attached as Exhibit “A” and by this reference incorporated.

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

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

PASSED, APPROVED, AND ADOPTED at a Regular Meeting this 27th day of June, 2024.

ALAN D. WAPNER, OIAA PRESIDENT

ATTEST:

APPROVED AS TO LEGAL FORM:

NORMA I. ALLEY, MMC, ASSISTANT SECRETARY

LORI D. BALLANCE, GENERAL COUNSEL

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

I, Norma I. Alley, MMC, Board Clerk/Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY the foregoing Resolution No. 2024-04 is the original and was duly passed and adopted by the Commission of the Ontario International Airport Authority at their Regular Meeting held June 27, 2024, by the following roll call vote, to wit:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

(SEAL)

NORMA I. ALLEY, MMC
BOARD CLERK/ASSISTANT SECRETARY

ONTARIO INTERNATIONAL AIRPORT AUTHORITY
AIRPORT SYSTEM RATES AND CHARGES FY2024-2025
EXHIBIT A



Type	Unit	Signatory	Non-Signatory
Landing Fees:			
Aircraft over 25,000 pounds	Per 1,000 lbs. MGLW	\$ 1.99	\$ 2.49
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
Terminal Rental Rates:			
Terminal Space	PSFPM	\$ 7.73	\$ 9.66
Ground Transportation Center	PSFPM	\$ 7.26	\$ 9.08
Terminal Use Fees (Gate Use Charges):			
Non-Preferential Terminal Gate Use Fee	Per Operation	\$ 303.18	\$ 303.18
Ticket Counter Use	Counter per Hour	\$ 1.95	\$ 2.44
Joint Use Fees:			
Joint Use Fee	Per Deplaned Passenger	Based on Joint Use Formula	
FIS Use Fees:			
FIS Use Fee	Per Deplaned Passenger	\$ 11.00	\$ 11.00
Ramp and Apron Charges			
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
Aircraft Parking Charges*			
Parking Rate Per Airplane (Diversion) - 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	\$ 1.00	\$ 1.00
Parking Rate Per Airplane (Non-Diversion) - 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	\$ 0.60	\$ 0.60
Ground Support Equipment Fee			
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
Passenger Facility Charge - (PFC)			
Passenger Facility Charge - (before \$0.11 administrative fee)	Per Enplaned Passenger	\$ 4.50	\$ 4.50

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
AIRPORT SYSTEM RATES AND CHARGES FY2024-2025
EXHIBIT A**

Type	Unit	Rates / Fees / Charges
Clerk's Office Fees		
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
Badging Fees		
New Badging/Fingerprinting	Each	\$ 70.00
Badge Renewal	Each	\$ 70.00
Badge Re-Issuance***	Each	\$ 30.00
First Lost or Stolen Badge Replacement	Each	\$ 100.00
Second Lost or Stolen Badge Replacement	Each	\$ 150.00
Unrecovered Badge Fee	Each	\$ 250.00
Parking Rates		
<i>Lot 2</i>		
Premium Parking Daily / Immediately in front	Per Day	\$ 30.00
General Parking	Per Day	\$ 24.00
<i>Lot 3</i>		
Daily Parking	Per Day	\$ 20.00
<i>Lot 4</i>		
Premium Parking Daily / Immediately in front	Per Day	\$ 30.00
General Parking	Per Day	\$ 24.00
<i>Lot 5</i>		
Daily Parking	Per Day	\$ 18.00
<i>Lot 6</i>		
Daily Parking	Per Day	\$ 18.00
Parking Rates shown above are listed as is during the time of approval of this Rates & Charges Exhibit. Rates may be subject to change from time to time without amendment of this exhibit. Current rates are always listed at https://www.flyontario.com/parking/lots .		
Employee Parking		
Employee with SIDA Badge	Per Month	\$ 50.00
Employee without SIDA Badge	Per Month	\$ 175.00
Ground Transportation Permits/Agreements		
TNCs	Per Drop-Off / Pickup	\$ 4.00
Charter Limousines/Sedan	Per Drop-Off / Pickup	\$ 3.00
Charter Buses	Per Drop-Off /	\$ 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
Customer Facility Charge - (CFC)		
Customer Facility Charge	Per Transaction	\$ 10.00

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
AIRPORT SYSTEM RATES AND CHARGES FY2024-2025
EXHIBIT A**

Type	Unit	Rates / Fees / Charges
Annual Permits and Licenses		
Motor Vehicle Operating Permit	Every Two Years, Per Vehicle	\$ 200.00
Non-Exclusive License Agreement	Annually Per	\$ 500.00
Fuel Delivery Permit	Annually Per	\$ 1,000.00
Film-Related Fees		
<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
General Ground and Facility Rental Rates - Minimum**		
Unpaved Areas	PSFPM	\$ 0.17
Paved for Autos/Vehicles	PSFPM	\$ 0.21
Paved for Aircraft	PSFPM	\$ 0.26
General Building/Hangar Rate	PSFPM	\$ 0.34
Seasonal/Short-Term Use	PSFPM	\$ 0.24
Fuel Delivery Fees		
Aviation Gasoline	Per Gallon	\$ 0.05
Turbine Fuel	Per Gallon	\$ 0.05
Lubricants	Per Gallon	\$ 0.15
Property/Facilities Fees		
Cypher Lock Installation	Per Lock	\$ 500.00
Additional Tenant Keys	Per Key	\$ 20.00
Conference Room Rental	Per Hour	\$ 125.00
Additional Fee for Space Rental	Per Rental	\$ 100.00

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 and Air Carrier Operating Permit.
- (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) "PSFPM" – Per Square Foot Per Month.
- (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) "Ticket Counter Use" – Use of a ticket counter with common use equipment. The air carrier leasing such counter shall be provided a credit based on the time used by the secondary air carrier, and the secondary air carrier shall be charged the fee based on the time used. The usage of such counter shall be rounded up to the nearest hour.
- (m) **"Aircraft Parking Charges" – Any airline parked on a gate that is not the airline's preferential gate shall be subject to this charge.
- (n) ***"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.
- (o) ****"Badge Re-Issuance" – Adding badge icons, replacing a badge, and reprinting of a badge is considered a Badge Re-Issuance.