

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
COMMISSION MEETING
MINUTES
JUNE 27, 2024**

CALL TO ORDER

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

ROLL CALL

COMMISSIONERS:

PRESENT:

Alan D. Wapner, President
Ronald D. Loveridge, Treasurer
Julia Gouw, Commissioner

Curt Hagman, Vice President
Jim W. Bowman, Secretary

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
Assistant Legal Counsel Kevin P. Sullivan

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

This item was heard out of order and was held after Closed Session.

CLOSED SESSION

PUBLIC COMMENT ON CLOSED SESSION

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

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

President Wapner announced the closed session items. He recessed the Open Session and called the Closed Session to order at 2:03 p.m. The Open Session reconvened at 2:28 p.m.

REPORT ON CLOSED SESSION

Assistant Legal Counsel Sullivan announced there was no reportable action regarding the Closed Session on GC § 54956.9: Conference with Legal Counsel – Existing Litigation.

MOTION: Moved by Vice President Hagman, seconded by Commissioner Gouw, approving renovations in Terminal 4 in an amount not to exceed \$3.5M. Motion carried by 5 Yes/0 No vote.

PUBLIC COMMENT

This item was heard out of order.

President Wapner called for public comment.

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

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 May 23, 2024.

3. CASH DISBURSEMENT REPORT (BILLS/PAYROLL)

Received and filed 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

Authorized 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

Authorized 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

Authorized 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

Authorized 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

Authorized 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

Authorized 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

Authorized 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

Authorized 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

Amended 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.

MOTION: Moved by Vice President Hagman, seconded by Secretary Bowman, to approve the Consent Calendar. Motion carried by 5 Yes/0 No vote.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

13. 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

Chief Executive Officer Elkadi presented the FYE2025 Budget and fielded inquiry from the Commissioners.

Finance and Audit Committee Chair/Treasurer Loveridge reported the Finance and Audit Committee met twice to review the Budget and recommend approval.

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

MOTION: Moved to by Vice President Hagman, seconded by Secretary Bowman, to approve Resolution No. 2024-03. Motion carried by a 5 Yes/0 No vote.

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

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

Chief Executive Officer Elkadi presented the System Rates and Charges highlighting the Landing Fees and Terminal Use Fee and fielded inquiry from the Commissioners.

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

MOTION: Moved to by Vice President Hagman, seconded by Commissioner Gouw, to approve Resolution No. 2024-04. Motion carried by a 5 Yes/0 No vote.

CEO REPORT

UPDATE ON KEY PERFORMANCE INDICATORS (KPI)

Chief Executive Officer Elkadi presented the new Key Performance Indicators (KPI) and fielded inquiry from the Commissioners.

Treasurer Loveridge requested quarterly updates.

CHIEF EXECUTIVE OFFICER UPDATES

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

Commissioner Gouw inquired on new terminal update and valet parking. Chief Executive Director Elkadi responded staff was looking into valet parking and a future report would be provided on the Capital Projects and future development.

President Wapner complimented staff on their hard work and dedication to the Airport and requested staff prioritize installation of EF charging stations at the Administration building.

COMMISSIONER MATTERS


There were no Commissioner matters to report.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Board of Commissioners Meeting at 2:48 p.m.

RESPECTFULLY SUBMITTED:

APPROVED:



NORMA I. ALLEY, MMC, BOARD CLERK



ALAN D. WAPNER, PRESIDENT