

**ONTARIO INTERNATIONAL AIRPORT
AUTHORITY
COMMISSION AGENDA
SPECIAL MEETING
September 6, 2016 AT 3:00 P.M.
2000 East Convention Center Way, Ontario, CA 91764
ROOM 101**

Alan D. Wapner
President

Ronald O. Loveridge
Vice President

Lucy Dunn
Secretary

Jim W. Bowman
Commissioner

Curt Hagman
Commissioner



Kelly J. Fredericks
Chief Executive Officer

Stephen G. Larson
General Counsel

Grant D. Yee
Treasurer

WELCOME to a meeting of the Ontario International Airport Authority.

- Authority meetings are held at the Ontario Convention Center located at 2000 East Convention Center Way, Ontario, or at other such places as the Commission shall designate.
- All documents for public review are on file at the Authority Secretary's offices located within City of Ontario facilities at 303 East B Street, Ontario, CA 91764.
- Anyone wishing to speak during public comment or on a particular item will be required to fill out a blue slip. Blue slips must be turned in prior to public comment beginning or before an agenda item is taken up. The Secretary/Assistant Secretary will not accept blue slips after that time.
- Comments will be limited to 3 minutes. Speakers will be alerted when they have 1 minute remaining and when their time is up. Speakers are then to return to their seats and no further comments will be permitted.
- In accordance with California Law, remarks during public comment are to be limited to subjects within Authority's jurisdiction. Remarks on other agenda items will be limited to those items.
- Remarks from those seated or standing in the back of chambers will not be permitted. All those wishing to speak including Commissioners and Staff need to be recognized by the Authority President before speaking.

ORDER OF BUSINESS: The Authority meeting begins with Public Comment at 3:00 p.m., immediately followed by the Special Meeting.

(EQUIPMENT FOR THE HEARING IMPAIRED IS AVAILABLE IN THE CITY OF ONTARIO'S RECORDS MANAGEMENT OFFICE)

CALL TO ORDER (OPEN SESSION)

3:00 p.m.

ROLL CALL

Loveridge, Dunn, Bowman, Hagman, Wapner

CLOSED SESSION PUBLIC COMMENT

The Closed Session Public Comment portion of the Authority meeting is limited to a maximum of 3 minutes for each speaker and comments will be limited to matters appearing on the Closed Session. Additional opportunities for further Public Comment will be given during and at the end of the meeting.

CLOSED SESSION

- GC 54956.9 (d)(1), CONFERENCE WITH LEGAL COUNSEL, EXISTING LITIGATION: *City of Ontario v. City of Los Angeles, Los Angeles World Airports, and Los Angeles Board of Airport Commissioners, RIC 1306498.*

In attendance: Loveridge, Dunn, Bowman, Hagman, Wapner

PLEDGE OF ALLEGIANCE

REPORT ON CLOSED SESSION

PUBLIC COMMENTS

The Public Comment portion of the Authority meeting is limited to 30 minutes with each speaker given a maximum of 3 minutes. An opportunity for further Public Comment may be given at the end of the meeting. Under provisions of the Brown Act, the Commission is prohibited from taking action on oral requests.

As previously noted -- if you wish to address the Commission, fill out one of the blue slips at the rear of the chambers and give it to the Secretary/Assistant Secretary.

CONSENT CALENDAR

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

1. APPROVAL OF MINUTES

Minutes for the Special meeting of the Ontario International Airport Authority of August 16, 2016, and approving same as on file with the Secretary/Assistant Secretary.

2. AN AGREEMENT BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND BIRDI & ASSOCIATES FOR ACAM, AV, FISC, AND CAD INFORMATION TECHNOLOGY SUPPORT SERVICES

That the OIAA Board of Commissioners authorize the Chief Executive Officer to approve the Professional Services Agreement for Birdi & Associates to provide critical operational support services at the Ontario International Airport (ONT).

3. AN AGREEMENT BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND PRODIGIQ TO PROVIDE OPERATIONS MANAGEMENT SYSTEM (PROOMS) AND OTHER NECESSARY SOFTWARE MODULES FOR OPERATIONS AT THE ONTARIO INTERNATIONAL AIRPORT (ONT)

That the OIAA Board of Commissioners authorize the Chief Executive Officer to approve the Professional Services Agreement for ProDIGIQ and implement their Operations Management System (ProOMS) and other software modules necessary for operations at the Ontario International Airport (ONT).

4. A RESOLUTION APPOINTING THE TREASURER OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

A resolution of the Ontario International Airport Authority Commission, amending Resolution No. 12-001 and appointing Jeff P. Reynolds as the Authority's Treasurer effective, September 6, 2016.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

AIRSERVICE PERFORMANCE UPDATE

The presentation will provide an overview of ONT statistics for the month of July, as well as operational data for other Southern California airports.

COMMISSIONER MATTERS

STAFF MATTERS

ADJOURNMENT

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
CLOSED SESSION REPORT
SPECIAL MEETING
September 6, 2016**

ROLL CALL: Bowman __, Dunn __, Hagman ____, Loveridge __ President Wapner __.
STAFF: Chief Executive Officer __, Legal Counsel __

In attendance: Loveridge, Dunn, Bowman, Hagman, Wapner

- GC 54956.9 (d)(1), CONFERENCE WITH LEGAL COUNSEL, EXISTING LITIGATION: *City of Ontario v. City of Los Angeles, Los Angeles World Airports, and Los Angeles Board of Airport Commissioners, RIC 1306498.*

No Reportable Action	Continue	Approved
/ /	/ /	/ /

Disposition: _____

Reported by: _____
Legal Counsel / Chief Executive Officer

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
SPECIAL COMMISSION MEETING
MINUTES
TUESDAY, AUGUST 16, 2016
(Not Official Until Adopted)**

A special meeting of the Ontario International Airport Authority was held on Tuesday, August 16, 2016, in the City Council Chamber of Ontario City Hall, 303 East B Street, Ontario, California.

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

CALL TO ORDER

Commission President Wapner called the Ontario International Airport Authority Commission meeting to order at 10:06 a.m.

ROLL CALL

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

ABSENT: Commissioners: Lucy Dunn (Secretary Dunn arrived at 10:25 a.m.) and Ronald O. Loveridge

Also present were: CEO Kelly J. Fredericks, Legal Counsel Jonathan O'Brien and Assistant Secretary Vicki Kasad.

CLOSED SESSION

- GC 54956.9 (D) (1), CONFERENCE WITH LEGAL COUNSEL, EXISTING LITIGATION: City of Ontario v. City of Los Angeles, Los Angeles World Airports and Los Angeles Board of Airport Commissioners, RIC 1306498.
- GC 54957 (b), PUBLIC EMPLOYMENT; GC 54957.6, CONFERENCE WITH LABOR NEGOTIATORS.
 - Title: Chief Operating Officer
 - Title: Chief Financial Officer
 - Title: Chief Development Officer
 - Title: Chief Marketing Officer

Hearing no requests to speak, President Wapner recessed the special meeting of the Ontario International Airport Authority to Closed Session at 10:07 a.m.

Secretary Dunn joined the Closed Session discussion at 10:25 a.m.

The Ontario International Airport Authority Commission meeting was reconvened in public session at 10:55 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Secretary Dunn.

CLOSED SESSION REPORT

President Wapner advised that there was no reportable action following the Closed Session discussion.

PUBLIC COMMENTS

Ruthee Goldkorn, representing No Barriers Disabled Access Consulting and Advocacy Services, expressed concern that ADA access issues had not yet been addressed for the airport and stressed the need for a complete inspection of the facilities for compliance.

President Wapner noted that everything at the airport was subject to approval by the FAA, and there was no ability to bring in a consultant to address the issues yet. He stressed that CEO Fredericks was the only staff hired to date. Ms. Goldkorn indicated that she would have hoped that the RFP could have been drafted in advance.

CONSENT CALENDAR

MOTION: Moved by Secretary Dunn, seconded by Commissioner Bowman and carried by unanimous vote of those present with Vice President Loveridge absent and Commissioner Hagman abstaining from vote on Item 1, to approve the Consent Calendar as presented.

1. APPROVAL OF MINUTES

Approved the Minutes for the special meeting of the Ontario International Airport Authority of July 11, 2016, and the regular meeting of the Ontario International Airport Authority of August 1, 2016, as on file with the Secretary/Assistant Secretary. (This item was approved by a vote of 3-1-1 with Vice President Loveridge absent and Commissioner Hagman abstaining.)

2. ENGAGEMENT OF LARSON O'BRIEN, LLP AS THE GENERAL COUNSEL TO THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

The OIAA Board approved the engagement of Larson O'Brien LLP to serve as the General Counsel to the OIAA through December 31, 2016.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

3. AIR SERVICE PERFORMANCE UPDATE

CEO Fredericks thanked City staff for their ongoing assistance in preparation for the transfer of the airport. He indicated that domestic passenger traffic has increased .4% so far this year, which he considers breaking even; and international traffic is up .6%. With regard to seat load factors ONT is down 3.6%. He advised that the air carriers say the financial performance is quite healthy and the total passenger count continues to grow for Southern California. He advised that it was projected that there would be 103 million passengers in the region for 2016, and suggested that ONT gaining 9% of those was a realistic future goal. He also conveyed that the number of seats is projected to increase 4 to 5% by the end of the year. He noted that from the cargo perspective, growth is continuing and there is an immense opportunity for ONT going forward. He further noted that Southwest was temporarily adding flights to Las Vegas and Jet Blue announced non-stop service to San Jose. He stressed the benefit that ONT had as the only unconstrained airport in Southern California. He commented on an article last week on cheapflights.com listing the 101 most searched airports for airfares, showing Long Beach first, ONT 71st, John Wayne 31st and LAX 32nd. He stressed the importance of fares and indicated that as we grow the passenger number, we will get lower cost fares in the market. He advised that he would be providing a sample Board package for review which would be intended to provide monthly updates, and a weekly update to the Board on the activities at the airport. He indicated that he would be notifying LAWA on September 1st of the intent to initiate transfer of the airport for November 1, 2016. He also indicated that he would bring back the air service development consultant, and a separate stand-alone project regarding China and the Pacific Rim.

4. THE DO'S AND DON'TS OF AIRPORT PROPERTY DEVELOPMENT

Nick Johnson, Johnson Aviation and Dave Bennett, both representing the transfer team, provided an overview of airport development steps. They explained the need to establish a strategy and build a plan, focusing on master planning and identification of areas ready for development and redevelopment. Mr. Johnson noted the success of the air cargo operations and their efforts to expand. He explained that they would be forecasting to determine the number of planes that will ultimately be on site, noting that general aviation is not fully tapped at the airport right now. He indicated that the next 18 to 24 months will be a very intense planning cycle, with the need to develop the plan, prepare environmental documents and the airport layout plan.

Mr. Bennett explained the requirements for aeronautical and non-aeronautical land; and the related technical restriction under RSA, RPZ and Part 77. He noted that FAA determines hazards and potential interference factors. He also noted

that any significant development would require a change in the airport layout plan and a CEQA review. He indicated that FAA defines the acceptable noise levels for residential, commercial and industrial uses.

President Wapner suspended this discussion noting his need to leave for another meeting.

COMMISSIONER MATTERS

AD HOC COMMITTEES

President Wapner requested the creation of Ad Hoc Committees to assist with policy direction for the Board. He recommended the creation of five such committees with a Chair and one member on each as follows:

Development – Chairman Loveridge/Member Dunn
Public Safety – Chairman Bowman/Member Hagman
International Trade – Chairman Hagman/Member Wapner
Marketing – Chairman Dunn/Member Bowman
Bylaws and Budget – Chairman Wapner/Member Loveridge

President Wapner inquired if there were any changes requested to the recommendation. He indicated that the meetings could be held by teleconference and the final policies would come back for approval by the Board. Secretary Dunn inquired if any member could attend any of the committee meetings. President Wapner indicated that they could not because it would then constitute a majority and that would require the meetings to be noticed and posted, pursuant to the Brown Act.

MOTION: Moved by Commissioner Hagman, seconded by Commissioner Bowman and carried by unanimous vote of those present to approve the appointment of Ad Hoc Committees as recommended.

President Wapner left the meeting at 11:30 a.m.

Secretary Dunn assumed the Chair.

4. THE DO'S AND DON'TS OF AIRPORT PROPERTY DEVELOPMENT (Continued)

Mr. Bennett further discussed the noise level restrictions and showed the noise contour map as submitted by LAWA.

Mr. Johnson explained the efforts to determine compatible land uses.

Commissioner Hagman expressed concern that LAWA has discussed a General Plan update, but never completed one, and stressed the needs of the airport. He inquired if the need arose to expand the shipping operation or terminals, if it would take 18-24 months to get started. Mr. Johnson indicated that a lot of preliminary work has been done to get started, so the operators can be accommodated. Commissioner Hagman inquired if UPS wanted to build a module on their land, if they could go through the regulatory process in parallel. Mr. Johnson indicated that it could be done, at some risk. He stressed the importance of balancing the air quality within the basin. Commissioner Hagman questioned the air credit requirements and where we are with the old study. Mr. Johnson clarified that none of the documents were ever completed so there is nothing in place. He noted that in some ways this was good because the airport land use plan the City has adopted is broader with regard to the runways and has created some potential opportunities.

CEO Fredericks inquired of Mr. Johnson if the request for proposals was ready to go. Mr. Johnson clarified that it was a request for qualifications and confirmed that it was ready to go as required by the FAA. He indicated that it could be sent out at any time, but the selection could not happen until after the November 1st transfer. CEO Fredericks questioned the intent of "fair market value". Mr. Bennett indicated that it was generally based on independent appraisals.

Ruthee Goldkorn commented that there were a lot of common terms in her work and the work required with master plans, such as self-assessments, inspections and transition plans. She indicated that she would love to serve as a facilitator for the transition, and offered her assistance in the process.

STAFF MATTERS

There were no staff comments.

COMMISSIONER COMMENTS

Commissioner Hagman noted past discussion of a packet of materials for security clearances. CEO Fredericks indicated that they were sent out, but another could be provided today.

Commissioner Hagman commented that he went to China twice last month for the County and the Airport and there is a lot of interest about the air routes and possible partners.

ADJOURNMENT

Secretary Dunn adjourned the Ontario International Airport Authority Commission meeting at 12:01 p.m.

Respectfully submitted:

VICKI KASAD, ASSISTANT SECRETARY

APPROVED:

ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY

**ONTARIO INTERNATIONAL
AIRPORT AUTHORITY**
Agenda Report
September 6, 2016

**SECTION:
CONSENT CALENDAR**

SUBJECT: AN AGREEMENT BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY (OIAA) AND BIRDI & ASSOCIATES, INC. (BIRDI) FOR ACAM, AV, FISC, AND CAD INFORMATION TECHNOLOGY SUPPORT SERVICES

RECOMMENDATION: That Ontario International Airport Authority Board of Commissioners authorize the Chief Executive Officer to approve Professional Services Agreements for the Birdi & Associates of Los Angeles, California to provide critical operational support services at the Ontario International Airport (ONT).

FISCAL IMPACT: This is a professional services agreement for licensing, professional services, and on-call support of critical alarm and dispatching systems not to exceed \$60,000 per month.

BACKGROUND: FAA and TSA regulations require airports have sophisticated security and access control systems plus monitoring and response. Birdi & Associates is currently under contract with LAWA to provide support for Access Control and Monitoring System (ACAM), Closed Caption TV (CCTV), Video Management System (VMS) and Computer Aided Dispatch (CAD) at ONT. Following the airport transfer, this agreement will allow Birdi to continue to provide support services of these critical operational systems at ONT.

The terms of the agreement allow for termination for any reason subject to reasonable notice. For this purpose, rates are identified on a month to month in anticipation that there may be the need to solicit bids or pursue other alternative solutions as they become available. For example, while it was unreasonable to implement this approach prior to the transition, it is anticipated that there will be significant reduction required for CAD support with an ACAM integration with the Ontario dispatching

STAFF MEMBER PRESENTING: Kelly J. Fredericks, CEO

Prepared by: Elliott Ellsworth/Amy Goethals
Department: Information Technoloy/OIAA

Chief
Executive
Officer



Approved: _____
Continued to: _____
Denied: _____

Approval: _____

systems. This agreement will accommodate and continue a strong working relationship with Birdi in interfacing, upgrading and enhancing the capabilities at ONT.

Billing rates and monthly costs for support are identified in the professional services agreement scope of services but are generally as follows:

ACAMS support - \$16,500
CCTV & Video Management System - \$2,500
Credentialing System Support - \$900
CAD \$36,761

Additional Charges

Federal Interface Services for Credentialling (FISC) –	\$1,500.00
Lenel SSA Agreement (Annual)	– \$14,850.00
System Configuration (one-time fee)	– \$4,200.00
Total Annual Charge Not to Exceed	\$740,550.00

**ONTARIO INTERNATIONAL
AIRPORT AUTHORITY**

Agenda Report
September 6, 2016

**SECTION:
CONSENT CALENDAR**

SUBJECT: AN AGREEMENT BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND PRODIGIQ TO PROVIDE OPERATIONS MANAGEMENT SYSTEM (PROOMS) AND OTHER NECESSARY SOFTWARE MODULES FOR OPERATIONS AT THE ONTARIO INTERNATIONAL AIRPORT (ONT)

RECOMMENDATION: That Ontario International Airport Authority authorize the Chief Executive Officer to approve a Professional Services Agreements with ProDIGIQ to implement their Operations Management System (ProOMS) and authorize the Chief Executive Officer to procure other ProDIGIQ software modules necessary for operations at the Ontario International Airport (ONT).

FISCAL IMPACT: ProOMS implementation is \$150,000. Ongoing maintenance will be \$37,500 for years 2 thru 5.

BACKGROUND: LAWA currently manages ONT airport operations with shared software solutions used at LAX. Upon the transfer of the airport, the LAWA systems will no longer be available and the authority will need to stand up autonomous solutions for ONT. ProDIGIQ is a leader in airport operations software solutions. ProDIGIQ will implement ProOMS, including a Computerized Maintenance Monitoring System (ProCMMS), an Ops Reporting Module and Wildlife Module. ProDIGIQ provides unlimited concurrent use at ONT, software updates and upgrades for the purchased modules, data storage, backups, server hosting, system maintenance, ongoing quality control and quality assurance and 24x7, 365 days technical support. Future modules to be considered for implementation include operations log, environmental, fuel reporting, lease management, safety management, notice of violation, flight information display and asset management modules. ProDIGIQ software allows seamless integration across all of their modules.

STAFF MEMBER PRESENTING: Kelly J. Fredericks, CEO

Prepared by: Elliott Ellsworth
Department: Information Technology

Chief
Executive
Officer

Approved: _____
Continued to: _____
Denied: _____

Approval:



**ONTARIO INTERNATIONAL
AIRPORT AUTHORITY**
Agenda Report
September 6, 2016

**SECTION:
CONSENT CALENDAR**

SUBJECT: A RESOLUTION APPOINTING THE TREASURER OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

RECOMMENDATION: That the Commission adopt a resolution appointing Jeff P. Reynolds as the Treasurer of the Ontario International Airport Authority, effective September 6, 2016.

FISCAL IMPACT: None

BACKGROUND: In accordance with provisions of the Joint Exercise of Powers Agreement establishing the Ontario International Airport Authority, Section 3(2) the Commission may provide for the employment or engagement of professional staff to assist in the overall operation of the Authority; and shall appoint a Treasurer.

The Commission appointed the City of Ontario Administrative Services/Finance Director as the Authority's Treasurer in Resolution No. 12-001 to perform fiscal duties and responsibilities as outlined in the Joint Exercise of Powers Agreement, and other duties as specified by the Commission. It is recommended that Jeff P. Reynolds, Chief Financial Officer of The Ontario International Airport Authority, be appointed as Treasurer.

STAFF MEMBER PRESENTING: Kelly J. Fredericks, CEO

Prepared by: Amy Goethals
Department: Ontario International Airport Authority

Chief
Executive
Officer

Approval:



Approved: _____

Continued to: _____

Denied: _____

RESOLUTION NO. 2016-005

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION, AMENDING RESOLUTION NO. 12-001 AND APPOINTING THE AUTHORITY'S TREASURER.

WHEREAS, the Ontario International Airport Authority (the "Authority") was formed through the Joint Exercise of Power Agreement by and between the City of Ontario (the "City") and the County of San Bernardino (the "County"); and

WHEREAS, the Joint Exercise of Power Agreement requires and/or allows the appointment, employment, or engagement of professional staff to assist in the overall operation of the Authority; and

WHEREAS, the Commission, in accordance with the Joint Exercise of Power Agreement, previously determined that the City of Ontario Administrative Services/Finance Director serve as the Treasurer of the Ontario International Airport Authority.

WHEREAS, the Commission, in accordance with the Joint Exercise of Power Agreement, hereby determines that the Ontario International Airport Authority's Chief Financial Officer shall serve as the Treasurer of the OIAA.

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

SECTION 1. Section 4 of Resolution No. 12-001 is amended in its entirety read as follows.

The Commission, in accordance with the Joint Exercise of Power Agreement, hereby determines that the Ontario International Airport Authority's Chief Financial Officer, Jeff P. Reynolds, shall serve as the Treasurer of the Ontario International Airport Authority.

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 and forward copies of this Resolution to the Ontario City Clerk and the Clerk of the Board, County of San Bernardino.

OIAA PRESIDENT

ATTEST:

SECRETARY/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

STEPHEN G. LARSON
GENERAL COUNSEL

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

I, Vicki Kasad, Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY that foregoing Resolution No. 2016-005 was duly passed and adopted by the Commission of the Ontario International Airport Authority at their special meeting held September 6, 2016 by the following roll call vote, to wit:

AYES: COMMISSIONERS: Jim W. Bowman, Lucy Dunn, Ronald O. Loveridge, Gary Ovitt and Alan D. Wapner

NOES: COMMISSIONERS: None

ABSENT: COMMISSIONERS: None

SECRETARY/ASSISTANT SECRETARY

(SEAL)

The foregoing is the original of Resolution No. 2016-005 duly passed and adopted by the Commission of the Ontario International Airport Authority at their special meeting held September 6, 2016.

SECRETARY/ASSISTANT SECRETARY

(SEAL)