

**ONTARIO INTERNATIONAL AIRPORT  
AUTHORITY  
COMMISSION AGENDA  
SPECIAL MEETING**

**JUNE 12, 2017 AT 2:30 P.M.**

**Ontario International Airport Administration Offices  
1923 E. Avion Street, Room 100, Ontario, CA 91761**

**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

**Lori D. Ballance**  
General Counsel

**Jeff P. Reynolds**  
Treasurer

**Welcome to the Special Meeting of the Ontario International Airport Authority.**

- All documents for public review are on file at the Ontario International Airport Administration Offices located at 1923 E. Avion Street, Ontario, CA 91761.
- Anyone wishing to speak during public comment or on 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 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 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 at 2:30 p.m.

**(EQUIPMENT FOR THE HEARING IMPAIRED IS AVAILABLE UPON REQUEST AT THE REGULAR MEETING.)**

**CALL TO ORDER (*OPEN SESSION*)**

**2:30 p.m.**

***ROLL CALL***

Loveridge, Dunn, Bowman, Hagman, President Wapner

***PLEDGE OF ALLEGIANCE***

**PUBLIC COMMENTS**

**2:30 p.m.**

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 will 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.

**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.

**ADMINISTRATIVE REPORTS/DISCUSSION/ACTION**

***1. REVIEW AND ADOPTION OF A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING THE CONTINUED USE OF THE AUTHORITY'S CURRENT ANNUAL APPROVED BUDGET FOR FISCAL YEAR 2016-17 FOR A PERIOD OF THREE (3) MONTHS BEGINNING JULY 1, 2017.***

That the Ontario International Airport Authority Commission approve Resolution No.\_\_\_\_ adopting and authorizing the continued use of the Authority's current approved Fiscal Year 2016-17 budget for the Airport's and Authority's financial and other operations for a period of up to three (3) months beginning July 1, 2017; and that the Commission authorize the Chief Executive Officer ("CEO") and the Chief Financial Officer/Treasurer ("CFO") of the Authority to use the Authority and Airport accounts, account balances, revenues, income, receipts and funds existing and available on and after July 1, 2017 for the financial and other operations of the Authority and Airport in a manner consistent with the current approved budget for Fiscal Year 2016-17 for a period of up to three (3) months beginning on July 1, 2017

RESOLUTION NO. \_\_\_\_

RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING THE CONTINUED USE OF THE AUTHORITY'S CURRENT ANNUAL BUDGET FOR FISCAL YEAR 2016-17 FOR A PERIOD OF THREE (3) MONTHS BEGINNING JULY 1, 2017

**COMMISSION MATTERS**

President Wapner  
Vice President Loveridge  
Secretary Dunn  
Commissioner Bowman  
Commissioner Hagman

**ADJOURNMENT**

**ONTARIO INTERNATIONAL  
AIRPORT AUTHORITY**  
*Agenda Report*  
**June 12, 2017**

**SECTION:  
REPORTS/DISCUSSION/ACTION**

**SUBJECT: REVIEW AND ADOPTION OF A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING THE CONTINUED USE OF THE AUTHORITY'S CURRENT ANNUAL APPROVED BUDGET FOR FISCAL YEAR 2016-17 FOR A PERIOD OF THREE (3) MONTHS BEGINNING JULY 1, 2017.**

**RECOMMENDED ACTION(S):**

- (1) That the Ontario International Airport Authority Commission approve Resolution No. \_\_\_\_\_ adopting and authorizing the continued use of the Authority's current approved Fiscal Year 2016-17 budget for the Airport's and Authority's financial and other operations for a period of up to three (3) months beginning July 1, 2017.
- (2) That the Ontario International Airport Authority Commission authorize the Chief Executive Officer ("CEO") and the Chief Financial Officer/Treasurer ("CFO") of the Authority to use the Authority and Airport accounts, account balances, revenues, income, receipts and funds existing and available on and after July 1, 2017 for the financial and other operations of the Authority and Airport in a manner consistent with the current approved budget for Fiscal Year 2016-17 for a period of up to three (3) months beginning on July 1, 2017.

**BACKGROUND:**

The Commission of the Authority adopted and approved the budget for Fiscal Year 2016-17 for the Airport and Authority on October 3, 2016.

Pursuant to the Joint Powers Agreement, section 10, the Treasurer of the Authority shall assume the duties described in California Government Code Section 6505.5.

Authority Staff, including the CEO and the CFO of the Authority, have determined that an additional time of up to three (3) months after July 1, 2017 is required to develop and determine the Authority's budget

**STAFF MEMBER PRESENTING:** Kelly Fredericks, Chief Executive Officer

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Prepared by:	<u>Jeff Reynolds, CFO</u>	Submitted to OIAA:	<u>June 12, 2017</u>
Department:	<u>OIAA</u>	General Counsel	
		Review:	<u>June 9, 2017</u>
		Approved:	_____
		Continued to:	_____
Chief Executive		Denied:	_____
Officer Approval:	_____		

Item No. 01

for Fiscal Year 2017-18, based on on-going discussions with airlines that operate at the Airport relating to Airport fees, costs and expenses. The Airport fees, revenues, receipts, income, costs and expenses, which items are currently in negotiation with the airlines and are therefore not fully determined, are integral to developing the Authority and Airport budget for Fiscal Year 2017-18.

The CEO and the CFO of the Authority have reviewed the finances of the Airport and Authority and have determined that the current Airport and Authority approved budget for Fiscal Year 2016-17 may appropriately be continued, extended and utilized for a period of up to three (3) months after July 1, 2017 relating to the financial and other operations of the Airport and Authority. The CEO and CFO have also determined that the Authority shall continue to be able to timely and fully meet and fulfill all of its financial obligations relating to the Airport on and after July 1, 2017.

**FISCAL IMPACT AND SOURCE OF FUNDS:**

The fiscal impact to the Authority and Airport, and the source of funds, will be those identified and described in the approved Fiscal Year 2016-17 approved budget of the Authority and Airport.

**PRIOR COMMISSION ACTION:**

The Authority and Airport’s Fiscal Year 2016-17 budget was approved and adopted on October 3, 2016.

**CEQA COMPLIANCE:**

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

**STAFFING IMPACT (# OF POSITIONS):**

No change to staffing.

**IMPACT ON OPERATIONS:**

No change to operations.

**EXHIBITS AND ATTACHMENTS:**

Attachment A: The Authority and Airport’s Fiscal Year 2016-17 budget that was approved and adopted on October 3, 2016.

Attachment B: Resolution No. \_\_\_\_ Approving the Continued Use of the Authority’s Current Annual Budget for Fiscal Year 2016-17 for a period of three (3) months beginning July 1, 2017.

*The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday*

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

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY APPROVING THE CONTINUED USE OF THE AUTHORITY'S CURRENT ANNUAL BUDGET FOR FISCAL YEAR 2016-17 FOR A PERIOD OF THREE (3) MONTHS BEGINNING JULY 1, 2017

**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 Joint Exercise of Powers Act of the State of California (the "Joint Powers Act"), for 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 adopted and approved a budget for Fiscal Year 2016-17 for the Airport and Authority on October 3, 2016; and

**WHEREAS**, the Authority Staff, including the Chief Executive Officer ("CEO") and the Chief Financial Officer/Treasurer ("CFO") of the Authority, have determined that an additional time of up to three (3) months after July 1, 2017 is required to develop and determine the Authority's budget for Fiscal Year 2017-18, based on on-going discussions with airlines that operate at the Airport relating to Airport fees, costs and expenses; and

**WHEREAS**, the Authority shall continue to timely and fully meet and fulfill all of its financial obligations relating to the Airport after July 1, 2017; and

**WHEREAS**, the CEO and the CFO of the Authority have reviewed the finances of the Airport and Authority and have determined that the current Airport and Authority approved budget for Fiscal Year 2016-17 may appropriately be continued, extended and utilized for a period of up to three (3) months after July 1, 2017 relating to the financial and other operations of the Airport and Authority; and

**WHEREAS**, the Commission of the Authority has reviewed the proposed continuation of the Authority's and Airport's current approved budget for Fiscal Year 2016-17 for a period of three (3) months after July 1, 2017, and has held a public hearing relative to its adoption; and

**WHEREAS**, on or before October 1, 2017 the Authority will consider and approve a new Authority and Airport budget for the remaining portion of Fiscal Year 2017-18.

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

SECTION 1. The Commission of the Authority hereby approves and authorizes the continued use of the Airport's and Authority's current and existing approved budget for Fiscal Year 2016-17 to guide the financial and other operations of the Authority and Airport for a period of up to three (3) months beginning on July 1, 2017.

SECTION 2. The Commission of the Authority authorizes the CEO and CFO to use the Authority and Airport accounts, account balances, revenues, income, receipts and funds existing and available after July 1, 2017 for the financial and other operations of the Authority and Airport in a manner consistent with the current approved budget for Fiscal Year 2016-17 for a period of up to three (3) months beginning on July 1, 2017.

SECTION 3. The Authority shall continue to timely and fully meet and fulfill all of its financial obligations relating to the Airport on and after July 1, 2017.

SECTION 4. On or before October 1, 2017 the Authority will consider and approve a new Airport budget for the remaining portion of Fiscal Year 2017-18.

SECTION 5. The Commission Clerk shall certify to the adoption of this Resolution and the same shall be in full force and effect immediately.

PASSED, APPROVED, AND ADOPTED at a Special Meeting of the Authority this 12th day of June, 2017.

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

ATTEST:

\_\_\_\_\_  
COMMISSION CLERK/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

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

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

I, Claudia Y. Isbell, Commission Clerk/Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY that foregoing Resolution No. \_\_\_\_\_ was duly passed and adopted by the Commission of the Ontario International Airport Authority at their Special Meeting held June 12, 2017 by the following roll call vote, to wit:

AYES:            COMMISSIONERS:

NOES:           COMMISSIONERS:

ABSENT:        COMMISSIONERS:

\_\_\_\_\_  
COMMISSION CLERK/ ASSISTANT SECRETARY

(SEAL)

The foregoing is the original of Resolution No. \_\_\_\_\_ duly passed and adopted by the Commission of the Ontario International Airport Authority at their Special Meeting held June 12, 2017.

\_\_\_\_\_  
COMMISSION CLERK/ ASSISTANT SECRETARY

(SEAL)