

ORANGE COUNTY AIRPORT COMMISSION
Airport Commission Hearing Room
3160 Airway Avenue
Costa Mesa, CA 92626

MINUTES OF REGULAR MEETING

January 6, 2021

COMMISSIONERS PRESENT: Bert Ashland, Bruce Junor, Brendan O'Reilly

COMMISSIONERS ABSENT: John Clarey, Lee Lowrey

STAFF PRESENT: Barry Rondinella, Airport Director
Rick Francis, Assistant Airport Director
Carolyn Khouzam, Deputy County Counsel
Mark Sanchez, Deputy County Counsel
Dave Pfeiffer, Deputy Airport Director, Business Development
Sheryl Bisogno, Property Agent III, Business Development
Martha McCool, Staff Assistant, Facilities Development
Aida Lopez, ASR Manager, Finance Administration

CALL TO ORDER: Vice Chair Junor called the meeting to order.

PLEDGE OF ALLEGIANCE: Commissioner Ashland led the assembly in the Pledge of Allegiance.

Airport Director Barry Rondinella introduced Commissioner Brendan O'Reilly who was appointed by Supervisor Chaffee on December 8, 2020.

- 1. **CHAIR AND VICE CHAIR ELECTION FOR 2021 CALENDAR YEAR** – This item was continued to the next meeting.
- 2. **APPROVAL OF MINUTES:** On Commissioner Ashland's motion and Commissioner O'Reilly's second, the Regular Meeting minutes of December 2, 2020, were approved as written.
- 3. **APPROVE AIRLINE LEASE WITH ALLEGIANT AIR, LLC (Allegiant) (ASR 20-001077)** Deputy Airport Director Dave Pfeiffer stated that John Wayne Airport is seeking Board of Supervisors (Board) approval of a certificated passenger airline lease with Allegiant for a term of five years, effective February 1, 2021. Allegiant will start operations on February 12, 2021, and will provide service to Boise, Idaho; Grand Junction, Colorado; Medford, Oregon; Provo, Utah; Las Vegas, Nevada; Missoula, Montana; Reno, Nevada and Spokane, Washington.

On Commissioner Ashland's motion and Commissioner O'Reilly's second, this item was unanimously approved.

- 4. **SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS** - Airport Director Barry Rondinella stated that on December 15, 2020, the Board approved the procurement of Network Equipment and the architect-engineer consultant services contract with Landrum & Brown.

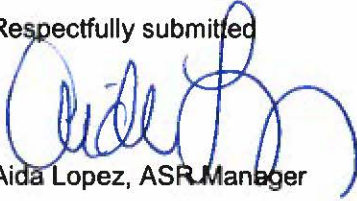
5. ADDITIONAL BUSINESS

- A. **PUBLIC COMMENTS** – None.
- B. **AIRPORT DIRECTOR COMMENTS** – Airport Director Barry Rondinella welcomed Commissioner O'Reilly and provided the Commission with an update on airport operations.

C. AIRPORT COMMISSION COMMENTS – Commissioner Ashland inquired as to where airport employees fall within the COVID-19 vaccination criteria and Commissioner O'Reilly thanked everyone for the warm welcome and is proud to represent Supervisor Chaffee on the Commission.

6. ADJOURNMENT OF PUBLIC MEETING The meeting adjourned at 5:22 p.m.

Respectfully submitted

A handwritten signature in blue ink, appearing to read 'Aida Lopez', with a large, stylized flourish at the end.

Aida Lopez, ASR Manager

2

ORANGE COUNTY AIRPORT COMMISSION
Airport Commission Hearing Room
3160 Airway Avenue
Costa Mesa, CA 92626

MINUTES OF REGULAR MEETING

January 20, 2021

COMMISSIONERS PRESENT: John Clarey, Bruce Junor, Lee Lowrey, Brendan O'Reilly

COMMISSIONERS ABSENT: Bert Ashland

STAFF PRESENT: Barry Rondinella, Airport Director
Rick Francis, Assistant Airport Director
Mark Sanchez, Deputy County Counsel
Dave Pfeiffer, Deputy Airport Director, Business Development
Kevin Flynn, Deputy Airport Director, Maintenance
Roger Yee, Administrative Manager, Maintenance
Aida Lopez, ASR Manager, Finance Administration

CALL TO ORDER: Chair Lowrey called the meeting to order.

PLEDGE OF ALLEGIANCE: Commissioner Clarey led the assembly in the Pledge of Allegiance.

1. CHAIR AND VICE CHAIR ELECTION FOR 2021 CALENDAR YEAR – On Chair Lowrey's motion and Commissioner Clarey's second, Vice Chair Junor was unanimously elected Chair. The election of Vice Chair was continued to the next meeting.

2. APPROVAL OF MINUTES: Approval of the Regular Meeting minutes of January 6, 2021, was continued to the next meeting.

3. RENEW CONTRACT WITH FLAGSHIP AIRPORT SERVICES INC. (Flagship) (ASR 20-001196)
Administrative Manager Roger Yee stated that this item is the renewal of the custodial services contract with Flagship and provided a summary of the proposed contract's cost increase. Administrative Manager Roger Yee added that the largest component of the increase is attributed to the new service protocols that require John Wayne Airport (JWA) to provide daily cleaning for all three passenger security screening checkpoints, checked baggage screening areas and other Transportation Security Administration occupied administrative spaces throughout the terminal. Administrative Manager Roger Yee noted that Flagship also maintains a separate contract with the County for COVID-related on-call services and special process cleanings. Flagship has been responsive and consistent in resolving JWA's concerns during the current contract period.

Administrative Manager Roger Yee, Airport Director Barry Rondinella and Gus Solis, Flagship's Director of Operations answered questions from the Commission regarding cost increases, contract extension, labor costs, contract term and new technology/ideas for cleaning/disinfecting.

On Commissioner Clarey's motion and Commissioner O'Reilly's second, this item was unanimously approved.

4. SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS (Board) - Airport Director Barry Rondinella stated that on January 12, 2021, the Board approved the airline lease with Allegiant Air.

5. ADDITIONAL BUSINESS

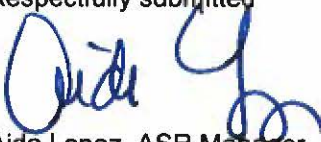
A. PUBLIC COMMENTS – None.

B. AIRPORT DIRECTOR COMMENTS – None.

C. AIRPORT COMMISSION COMMENTS – Commissioner O'Reilly asked for the status of JWA's General Aviation operations. Commissioner Lowrey asked for clarification on Allegiant's service destinations and Commissioner Clarey asked for the status of Port of Entry.

6. ADJOURNMENT OF PUBLIC MEETING The meeting adjourned at 5:28 p.m.

Respectfully submitted

A handwritten signature in blue ink, appearing to read 'Aida Lopez', written over the printed name below.

Aida Lopez, ASR Manager