

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

**MINUTES OF REGULAR MEETING**

December 1, 2021

**COMMISSIONERS PRESENT:** Bruce Junor, Bert Ashland, Susan Dvorak, Brendan O'Reilly, John Clarey

**COMMISSIONERS ABSENT:** None

**STAFF PRESENT:** Rick Francis, Interim Airport Director  
Carolyn Khouzam, Deputy County Counsel  
Scott Hagen, Deputy Airport Director, Operations  
Evanna Barbic, Interim Deputy Airport Director, Business Development  
Kevin Flynn, Deputy Airport Director, Maintenance  
Richard Steele, Emergency Preparedness & Security Program Manager  
Amy Goethals, Operations Manager, Business Development  
Sheryl Bisogno, Real Property Agent III  
Kellie Billante, Real Property Agent III  
Elizabeth Gallegos, ASR Manager

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

**PLEDGE OF ALLEGIANCE:** Commissioner O'Reilly led the assembly in the Pledge of Allegiance.

- 1. APPROVAL OF MINUTES:** On Commissioner O'Reilly's motion and Commissioner Dvorak's second, the Regular Meeting minutes of August 18, 2021, were approved as written.

On Commissioner Junor's motion and Commissioner Ashland's second, the Regular Meeting minutes of October 20, 2021, were approved as written.

- 2. APPROVE SUBORDINATE CONTRACT FOR PRIVATE SECURITY SERVICES (ASR 21-000868) -** Emergency Preparedness & Security Program Manager Richard Steele presented the Subordinate Contract for Private Security Services to the Airport Commission. This contract is an amount not to exceed \$8,618,267 from February 1, 2022, to January 31, 2025, with the option to renew for one additional two-year term. This will be a subordinate contract to the existing County Regional Cooperative Agreement (RCA) approved by the County Procurement Office in September 2021. Richard Steele presented the Commission with PowerPoint slides that listed the criteria and process for County RCAs, the County Departments needing similar services, and the vendors that were awarded the contract with the County. The presentation also included the history of private security services from the original contract in 2012 to the current year and the private security posts held at John Wayne Airport (JWA). During the Request for Proposal process, six vendors bid on the RCA, four of which were awarded. One of the four vendors awarded was Allied Universal Security Services (AUS), the incumbent at JWA. JWA recommends AUS continue providing private security services at the Airport. AUS received the highest score from the RCA evaluation committee, which reviewed and scored the proposals. AUS was also the only current vendor that maintains the Department of Homeland Security Safety Act Certification. There will be two changes from the current contract with AUS. Currently, there is a mix of unarmed and armed positions. In the new contract, all positions will be unarmed, and the total of posts that AUS will provide will be increasing to 17. Three posts will be added, which include an Account Manager, a Security Shift Supervisor, and a Curbside Traffic Relief post.

Richard Steele and Deputy Airport Director - Operations Scott Hagen responded to the Commission's questions regarding how AUS will work with the Orange County Sheriff's Department (OCSD). The discussion focused on a host of issues:

- how AUS would bring a situation under control with unarmed security,
- competing firearms issues with OCSD personnel(why positions will not be armed going forward),
- the rationale and history from moving some of the positions from OCSD to private,
- if pricing/cost savings was a factor,
- the bidding process, and,
- how some assignments will be performed 24 hours/ seven days a week.

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

**3. APPROVE AMENDMENT NUMBER TWO TO CONCESSION LEASES (ASR 21-000954) -**

Operations Manager, Business Development Amy Goethals presented Amendment Number Two to the Concession Leases for Phase I of the Concession Development program for Food & Beverage (F&B) to the Airport Commission. Approval of the amendments will allow each F&B concessions to amortize the rise in construction costs due to the COVID-19 pandemic. On March 26, 2019, the Board authorized the issuance of the Request for Proposal (RFP), and on August 27, 2019, the Board awarded four separate Leases to four F&B operators. On March 4, 2020, the COVID-19 pandemic affected air travel worldwide and subsequently impacted construction costs. The four lessees are diligently working on their construction plans and have requested an extension to their leases to amortize their initial investment costs. The proposed Lease Amendment is a two-year extension to the Phase I leases with an additional one-year lease extension at the Airport Director's discretion upon review of available financial and economic data pertaining to the Tenants' operations at John Wayne Airport (JWA). JWA expects the new concepts to open in the fourth quarter of FY 2021-22.

Amy Goethals and Interim Airport Director Rick Francis responded to the Airport Commission's questions regarding rent abatements, the locations of the new concessions, the construction status and when they will open, the status of Javi's, the interim lease with Bambuza, and the status of the next Concessions RFP.

Commissioner Clarey requested a briefing on Concessions from Airport staff, and Commissioner Dvorak added that she would like the briefing to include how COVID-19 will be integrated into the Concessions planning. Chair Junor requested the briefing be extended to the entire members of the Airport Commission.

On Commissioner Ashland's motion and Commissioner Dvorak's second, this item was approved 4 – 1, with Commissioner Clarey voting no.

**4. SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS (Board) –** Rick Francis stated that on November 2, 2021, the Board approved the Capacity Allocation for the 2022 Plan Year, and on November 16, 2021, the Board continued Amendment No. 1 with JBT.

**5. ADDITIONAL BUSINESS**

A. PUBLIC COMMENTS – None.

B. AIRPORT DIRECTOR COMMENTS – None.

C. AIRPORT COMMISSION COMMENTS – Interim Airport Director Rick Francis responded to Commissioner Clarey's request for an update of the FBO build-outs, Deputy Airport Director, Operations Scott Hagen, and Interim Deputy Airport Director, Business Development Evanna Barbic, responded to Commissioner Clarey's questions regarding the General Aviation Facility

(GAF) specifically for General Aviation aircraft. Commissioner Clarey requested Airport staff to look at alternatives and propose solutions that would shorten the timeframe of four to five years to develop a GAF.

**6. ADJOURNMENT OF PUBLIC MEETING** The meeting adjourned at 6:12 pm.

Respectfully submitted

Elizabeth Gallegos, ASR Manager