

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

MINUTES OF REGULAR MEETING

June 1, 2022

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

COMMISSIONERS ABSENT: Bert Ashland

STAFF PRESENT: Rick Francis, Interim Airport Director
Mark Sanchez, Deputy County Counsel
Christine Nguyen, Deputy County Counsel
Taylor Waters, Professional Engineer/Architect
Jeanette Grieco, Project Controls & Facilities' Budget Manager
Elizabeth Gallegos, ASR Manager, Finance Administration

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

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

- 1. APPROVAL OF MINUTES:** On Commissioner Junor's motion and Vice Chair Clarey's second, the Regular Meeting minutes of May 18, 2022, were unanimously approved.

PUBLIC COMMENT – Newport Beach Resident Jim Mosher commented regarding the meeting minutes. He stated the minutes only provide a short summary of what the Commissioners asked staff, and the responses provided to those questions are sparse. Mosher noted the information provided regarding the agenda item is more detailed but a repetition of what is in the Agenda Staff Report. Mosher suggested that the minutes include more information on the questions asked by the Commission and the given responses, and for the minutes to eliminate or condense the information regarding the agenda item. He stated adding this information for future minutes would benefit the public when accessing archives.

- 2. RENEW AMENDMENT NO. 3 FOR ARCHITECT-ENGINEER ON-CALL ENVIRONMENTAL PROGRAM (ASR 22-000448)** Interim Airport Director Rick Francis and Professional Engineer/Architect Taylor Waters presented the item to the Commission. Rick stated that Amendment No. 3 is to renew the Contract with Polytechnique Environmental, Inc. (Polytech) for \$1,500,000 for one year and to renew the Contract with Wood Environmental & Infrastructure Solutions, Inc. (Wood) for \$1,500,000 for one year. The two consultant firms assist the JWA environmental team with meeting environmental compliance obligations and responding to new regulatory requirements for environmental protection.

PUBLIC COMMENT – Newport Beach Resident Jim Mosher commented that the not to exceed amounts had been increased by the same amount each year for \$1.5 Million for each company with a \$3 Million total. He stated that he could not find how much had been spent in the Agenda Staff Report (ASR) and asked how the \$1.5 Million or \$3 Million is tracked on these services. Mosher asked what has been learned from this investment, if the consultants have discovered compliance problems, made site improvement recommendations, and if the Airport is better prepared for emergencies from the consultant's advice.

Taylor responded to the public comment and stated that the yearly budget is determined by routine services, work carried over into the next year, anticipated work, and new regulatory requirements.

Requested services are discussed in advance with the consultant, resulting in a task order written by the consultant with specifics and estimated costs. That is submitted to the Airport for approval. Work and costs are tracked per task order. Regarding audits, those reports are completed quarterly or semiannually and submitted to the state's database. Most of it is ongoing reporting that has not resulted in new discoveries. Rick stated that the Airport is currently utilizing 91% of the current contract amount, which has a not to exceed amount that cannot be exceeded

Commissioner Junor asked if specs are changing that are driving up costs, how costs are managed, and requested examples of what work has been done under this Contract. Taylor stated that specs do not necessarily change, but sometimes regulations change. Rick indicated that page three of the ASR summarizes services performed. Commissioner O'Reilly asked if the consultants assist with environmental services for Capital Improvement Projects (CIP) and how many employees are in the environmental team at JWA. Taylor stated that if the environmental team is aware of a new CIP project, they will meet with Engineering in the planning stages to get involved. Two JWA employees and the two consultant firms, Polytech and Wood, make up the environmental team for JWA. Commissioner Dvorak asked if JWA staff could include a more comprehensive detail in the ASRs for future contracts to assist Commissioners when reviewing. Rick stated the format for ASRs does not include the level of detail that would show the number of Task Orders completed or each service included in the Contract, etc., but that information could be provided in an exhibit. Commissioner Junor and County Counsel Mark Sanchez discussed company officers holding multiple offices when signing a contract. Counsel advised that this was an acceptable practice. Vice Chair Clarey discussed the possibility of adding an additional staff member to the environmental team and requested a summary of Task Orders be provided to the Commission. Vice Chair Clarey proposed continuing this item to the next regular scheduled Airport Commission Meeting on June 15.

On Vice Chair Clarey's motion and Commissioner Junor's second, this item was continued to June 15, 3 – 1. Commissioner Dvorak voted no to continue the item.

- 3. SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS (Board)** Interim Airport Director Rick Francis stated that on May 24, 2022, the Board Approved as Recommended, the Amendment to the Concession Consulting Contracts with Unison Consulting Inc.

4. ADDITIONAL BUSINESS

- A. PUBLIC COMMENTS – Newport Beach Resident Jim Mosher stated the County lists two different numbers regarding how large the land area is for JWA. He noted that the Airport's website lists a statistics page displaying the Airport is 500.82 acres. He could only find a map of what land is JWA in the Environmental Impact Report, which states the Airport is 504 acres.

Rick Francis stated south of the Airport includes the golf course, a commercial building across Irvine Avenue, and to the north there is the Main Street Parking Lot and the T Lot owned by the Airport. Airport staff could research the exact size and what is included.

- B. AIRPORT DIRECTOR COMMENTS – None

- C. AIRPORT COMMISSION COMMENTS – Commissioner O'Reilly asked when the new Airport Director would start. Rick stated on June 6, 2022.

6. ADJOURNMENT OF PUBLIC MEETING The meeting adjourned at 5:43 p.m.

Respectfully submitted,