



ORANGE COUNTY AIRPORT COMMISSION
AIRPORT COMMISSION HEARING ROOM
3160 AIRWAY AVENUE
COSTA MESA, CA 92626

JOHN WAYNE
AIRPORT
ORANGE COUNTY

MINUTES OF REGULAR MEETING

NOVEMBER 2, 2022

COMMISSIONERS PRESENT: Bert Ashland, Chair, First District
Susan Dvorak, Commissioner, Second District
Bruce Junor, Commissioner, Third District
Brendan O'Reilly, Commissioner, Fourth District

COMMISSIONERS ABSENT: John Clarey, Vice Chair, Fifth District

AIRPORT STAFF PRESENT: Charlene Reynolds, Airport Director
Rick Francis, Assistant Airport Director
Mark Sanchez, Deputy County Counsel
Christine Nguyen, Deputy County Counsel
Komal Kumar, Deputy Airport Director, Finance Administration
Hector Gomez, Finance and Fiscal Administration Manager
Rosanne Jin, Fiscal Operations Manager
Nancy Nguyen, Grant Administration Manager
Monica Rodriguez, Procurement Manager
Elizabeth Gallegos, ASR Manager
Kathleen Ramirez, Executive Secretary

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

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

- 1. APPROVAL OF MINUTES:** On Commissioner Dvorak's motion and Chair Junor's second, the Regular Meeting Minutes of October 5, 2022, was approved by a unanimous vote.
- 2. APPROVE AMENDMENT NO. 3 FOR COGENERATION/CENTRAL UTILITY PLANT OPERATION (ASR 22-000797)**

Recommended Action: Authorize the County Procurement Officer or Deputized designee to execute Amendment No. 3 to renew the contract and provide for extended, on-site coverage and an increase in hourly rates with Sterling Energy International, Inc. for Cogeneration/Central Utility Plant Operation, Maintenance & Environmental Compliance Services, effective January 1, 2023, through December 31, 2024, in an amount not to exceed \$8,611,668, for a cumulative total amount not to exceed \$20,410,874.

OC Public Works Deputy Director of Airport Maintenance Kevin Flynn discussed the recommended action, provided a background of the Central Utility Plant operation, and answered questions of the Airport Commission.

The following is the action taken by the Orange County Airport Commission: On Commissioner Junor's motion and Commissioner O'Reilly's second, Item No. 2 was approved by a unanimous vote.

APPROVE OTHER DENIED

Unanimous (1) Ashland: Y (2) Dvorak: Y (3) Junor: Y (4) O'Reilly: Y (5) Clarey: X
Vote Key: Y=Yes; N=No; A=Abstain; X=Excused

- 3. PRESENTATION Procurement and Grants:** Deputy Airport Director of Finance Administration Komal Kumar provided the presentation and answered questions from the Airport Commission. Airport Director Charlene Reynolds and Procurement Manager Monica Rodriguez also answered questions from the Airport Commission.

Finance Administration areas include the Satellite Accounting Unit, Budget, Capital Assets, Procurement, Finance, Agenda Staff Reports (ASR), and Grants. Komal provided an overview of FAA-funded programs, the Bipartisan Infrastructure Law (BIL) that provides Airport/Aviation funding through Airport Infrastructure Grants, Airport Terminal Program, and FAA Facilities and Equipment project funding. Komal also discussed Airport Improvement Program grants, the Passenger Facility Charge Program, and Non-Capital FAA Stimulus Funding. Komal provided a Procurement solicitation overview based on the County's Contract Policy Manual (CPM). The overview included solicitation at a glance, how procurement method decisions are made, what is included in the scope of work for a Request for Proposal (RFP), the evaluation criteria for an RFP, and the contract terms and renewals per CPM.

- 4. SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS (Board)** Airport Director Charlene Reynolds stated that on October 4, 2022, the Board Approved, as Recommended, Amendment Eight for Aircraft Rescue and Fire Fighting (ARFF) Services. On October 18, 2022, the Board continued Capacity Allocations for the 2023 Plan Year to November 8, 2022.

5. ADDITIONAL BUSINESS

A. PUBLIC COMMENTS – None

B. AIRPORT DIRECTOR COMMENTS – None

C. AIRPORT COMMISSION COMMENTS:

- Commissioner Dvorak stated she read that Staples now offers TSA PreCheck®.
- Chair Ashland stated that the Orange County Health Officer proclaimed a local emergency on November 1, 2022, due to the County experiencing a high level of Respiratory Syncytial Virus (RSV) and asked if that would affect John Wayne Airport (JWA). Charlene Reynolds responded that JWA has not received any direction relevant to the County's RSV outbreak.

- 6. ADJOURNMENT OF PUBLIC MEETING** The meeting adjourned at 5:53 p.m.