



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

**MINUTES OF REGULAR MEETING  
SEPTEMBER 20, 2023**

**COMMISSIONERS PRESENT:** Susan Dvorak, Chair, Fifth District  
P. Alberto Sandoval, Commissioner, First District  
Bruce Junor, Commissioner, Third District

**COMMISSIONERS ABSENT:** Sal Tinajero, Commissioner, Second District  
Brendan O'Reilly, Vice Chair, Fourth District

**AIRPORT STAFF PRESENT:** Charlene Reynolds, Airport Director  
Komal Kumar, Interim Assistant Airport Director  
Mark Sanchez, Deputy County Counsel  
Jeff Rountree, Airside Operations Manager  
Elizabeth Gallegos, ASR Manager

**CALL TO ORDER:** Chair Dvorak called the meeting to order

**PLEDGE OF ALLEGIANCE:** Commissioner Sandoval led the assembly in the Pledge of Allegiance

1. **APPROVAL OF MINUTES:** On Chair Dvorak's motion and Commissioner Junor's second, the Regular Meeting Minutes of August 2, 2023, were approved by a unanimous vote.

2. **APPROVE CONTRACT FOR JOHN WAYNE AIRPORT TAXIWAYS A, D AND E RECONSTRUCTION (ASR 23-00709)**

Recommended Action: Authorize the Director of OC Public Works or designee to execute a contract with AECOM Technical Services, Inc. (AECOM) for the John Wayne Airport (JWA), Taxiways A, D and E Reconstruction, in an amount not to exceed \$3,413,274, for a term of five years, effective upon Board of Supervisors approval.

OC Public Works (OCPW) Facilities Design & Construction Section Manager Justin Gollhofer provided the Commission with a presentation of the JWA Taxiways A, D, and E Reconstruction Design Services Contract. OCPW conducted a project-specific Request for Qualifications (RFQ)/ Request for Proposal (RFP) process per County and Federal requirements. AECOM was the highest-ranked and selected vendor. This project will replace the pavement of the Airport's most utilized taxiways as the existing pavement has reached its end of design life and is due for a complete reconstruction.

Justin Gollhofer responded to questions from the Commission regarding concrete and asphalt, the funding for the Project, Construction Manager at Risk (CMAR) versus design-build, when the pavement was milled and overlaid, alternate taxiway routes, whether the fleet mix is expected to change, and if the reconstructed taxiways will have increased weight capacity.

Chair Dvorak asked OCPW staff to confirm that this Project is to fix aging pavement and to realign the taxiway pavements to meet the FAA separation between taxiways and vehicle service roads and not to extend the runway at JWA. Justin Gollhofer confirmed that this Project is not for runways.

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

APPROVE  OTHER  DENIED

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

**3. PRESENTATION – JWA UPDATE**

Airport Director Charlene Reynolds provided an update to the Commission on current programs, projects, and accomplishments at JWA. Charlene discussed her organizational strategy, which includes hiring a new full-time Special Projects Manager who will work with staff to learn how to engage employees better, provide strategic planning recommendations, and propose a new mission and vision statement. Charlene discussed the Airport's finances and how JWA ended the last fiscal year with an increase of \$20.9M (14.8%) in operating revenue and an increase of \$18.9M (19.4%) in operating expenses when compared to last year. Charlene provided a concessions update, shared emergency preparedness and security accomplishments, 100 Years of Flight in Orange County celebration plans, AirACAMEDY's success, and discussed projects currently underway and for the future.

Charlene Reynolds responded to questions from the Commission regarding whether there would be any cost reductions for guests, such as decreased parking rates. She discussed the upcoming \$711M capital improvement program and aging infrastructure costs. Charlene also responded to questions regarding the new Special Projects Manager role, recruitment for a new Business Development Manager, and comments about the Airport's signage.

**4. SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS (Board)** Airport Director Charlene Reynolds stated that on August 8, 2023, the Board of Supervisors Approved as Recommended the JWA Capacity Allocations for the 2024 Plan Year, the Lease with TSA, and Amendments to the Concession Leases.

**5. ADDITIONAL BUSINESS**

A. PUBLIC COMMENTS – None

B. AIRPORT DIRECTOR COMMENTS – None

C. AIRPORT COMMISSION COMMENTS – Chair Dvorak requested an update on Unite Here Local 11's alleged claim against Bambuza and a GAIP update.

Airport Director Charlene Reynolds responded that the Airport provided a list of displaced employees for new tenants to contact for job opportunities. The Airport determined that Bambuza complied. Regarding GAIP, Charlene stated that the Airport is still awaiting approval from the FAA for the Airport's Layout Plan (ALP).

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