



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

**MINUTES OF REGULAR MEETING**  
**MARCH 5, 2025**  
**5:00 PM**

**COMMISSIONERS PRESENT:** Sal Tinajero, Chair, Second District  
Kevin Elliott, Commissioner, First District  
Bruce Junor, Commissioner, Third District  
Brendan O'Reilly, Commissioner, Fourth District  
Susan Dvorak, Commissioner, Fifth District

**COMMISSIONERS ABSENT:**

**AIRPORT STAFF PRESENT:** Charlene Reynolds, Airport Director  
Komal Kumar, Assistant Director  
Mark Sanchez, Deputy County Counsel  
Christine Nguyen, Deputy County Counsel  
Evanna Barbic, Senior Real Estate Manager  
Richard Steele, Deputy Airport Director, Operations  
Will Bogdan, IT Manager, Innovation & Technology  
Elizabeth Gallegos, ASR Manager

**CALL TO ORDER:** Chair Tinajero called the meeting to order at 5:00 PM

**PLEDGE OF ALLEGIANCE:** Kevin Elliott led the assembly in the Pledge of Allegiance.

1. **APPROVAL OF MINUTES:** On Commissioner Junor's motion and Commissioner O'Reilly's second, the Regular Meeting Minutes of February 5, 2025, were approved by a unanimous vote.

2. **APPROVE AMENDMENT TWO FOR AIRPORT EXECUTIVE-LEVEL PROGRAM MANAGEMENT SERVICES (ASR 25-000018)**

Recommended Action: Authorize the County Procurement Officer or Deputized designee to execute Amendment Number Three to renew Subordinate Contract MA-280-22011753 with Siemens Industry, Inc. for Facility Security, Fire and Building Automation Systems effective April 23, 2025, through April 22, 2026, in an amount not to exceed \$1,000,000, for a revised cumulative Contract total amount not to exceed \$2,400,000; Pursuant to Contract Policy Manual Section 3.3-113, authorize the County Procurement Officer or Deputized designee to exercise a contingency contract increase, not to exceed a total of 10 percent of the Contract amount for the first year of the Contract, for the entire term of the Contract, including renewals, and within the scope of work set forth in the Contract. The use of this contingency contract increase is subject to approval requirements established by the County Procurement Officer.

IT Manager Will Bogdan presented Item #2 to the Airport Commission, outlining the recommended action to increase the contract amount by \$1,000,000. He clarified that there is no change in the scope of work compared to last year.

Will Bogdan responded to a question about the allocation of the previous contract funds, noting that half was spent on new service contracts for preventative maintenance. The other half was used to recommission health checks on the Airport's building automation system and update the security system to comply with changing regulations and Transportation Security Administration (TSA) recommendations aimed at enhancing security throughout the Terminal.

Deputy Airport Director of Operations Richard Steele addressed a question about the regulations that would necessitate a contract increase. He explained that the TSA recommendations, pertain to how concession employees access the Terminal and the control of that access.

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

APPROVE ☒ OTHER ☐ DENIED ☐

Unanimous (1) Elliott: Y (2) Tinajero: Y (3) Junor: Y (4) O'Reilly: Y (5) Dvorak: Y

Vote Key: Y=Yes; N=No; A=Abstain; X=Excused

**3. APPROVE COMMUTER AIRLINE OPERATING LICENSE WITH DELUX PUBLIC CHARTER, LLC (ASR 25-000086)**

Recommended Action: Approve and execute the Commuter Airline Operating License with Delux Public Charter, LLC dba JSX Air, for a one-year term effective March 25, 2025, through March 24, 2026, and authorize the Airport Director to extend the term of this License for a one-year period; Authorize the Airport Director or designee to make minor modifications and amendments to the Commuter Airline Operating License with Delux Public Charter, LLC dba JSX Air that do not materially alter the terms or financial obligations to the County and perform all activities under the terms of the license.

Senior Real Estate Manager Evanna Barbic presented Item #3 to the Airport Commission, outlining two recommended actions and providing an overview of JSX Air's operations at the Airport. She discussed the proposal to relocate JSX Air to Jay's leasehold on the airport's west side, accompanied by a map illustrating the new location.

At the request of Commissioner Dvorak, Evanna explained the green-yellow area and its 2020 proposal by the Board of Supervisors. She detailed how, during the General Aviation Improvement Program (GAIP) and Request for Proposal (RFP) process, the Board designated 35 acres for small general aviation (GA) operations. The green area is dedicated to small GA aircraft, with Jay's Air Center Limited-Service FBO located entirely within it. However, the green area restriction will only take effect once Jay's reaches a certain phase in its development. The yellow area, designated for mixed-use, includes spaces like Clay Lacy Aviation and part of the ACI Jet leaseholds. When Commissioner Dvorak asked about JSX Air's potential use of one acre in the green area, Evanna confirmed that there would be no impact at this stage. If JSX Air remains at Jay's, a change in the area designation would be needed, as JSX would occupy just under one acre (39,000 sq. feet).

Assistant Director Komal Kumar addressed Commissioner Dvorak's question about JSX Air's request to increase their capacity allocation to 130,000. Komal explained that JSX's current capacity is 197,000, which they could fully utilize if they moved to the Terminal, as previously approved by the Board. In contrast, ACI Jet faces parking area restrictions. However, a new traffic study for the proposed relocation area has been completed with no restrictions.

Komal also answered additional questions regarding the number of seats on JSX Air's planes, their daily operations, and the anticipated increase in daily flights with the proposed capacity boost.

Deputy County Counsel Mark Sanchez responded to a question from Commissioner Dvorak about studies assessing the impact of increased flights on surrounding residential communities. He confirmed this issue was addressed in the current Environmental Impact Report (EIR) during the prior settlement period.

Deputy Airport Director of Operations Richard Steele addressed a question about potential new TSA regulations for public charter operators. He explained that while the Airport's TSA-approved Security

Plan amendment is in place, operational security procedures cannot change until formal TSA regulations are adopted through national amendments.

JSX Air Vice President of Airport Affairs and Aviation Security, Ken Edmondson, shared that JSX Air worked with JWA staff on the relocation proposal due to upcoming taxiway projects. He emphasized that the move would strengthen JSX's commitment to Orange County, ensuring safe, efficient travel with minimal noise impact. Ken highlighted that JSX Air operates the quietest passenger jets in the county, supported by noise studies they've submitted. He thanked JWA and County staff, including Airport Director Charlene Reynolds and Supervisor Katrina Foley, for their partnership and addressed safety and security concerns. Ken also responded to questions from Commissioner Junor about JSX's aircraft, daily operations, and potential new destinations.

Evanna Barbic answered further questions from the Commission, confirming that this relocation would not amend the current Settlement Agreement. She also clarified whether this was JSX Air's first requested option, their office space, the number of aircraft involved, and whether the relocation would expand the Airport's footprint.

Airport Director Charlene Reynolds responded to questions regarding whether the temporary relocation could become permanent. Charlene explained that the relocation is temporary due to the green-yellow area, which will take effect once Jay's completes its development. Any change to the area would require Board approval. She also noted that with the completion of the new traffic study, she approved JSX Air's capacity allocation of up to 130,000. Under the allocation plan, JSX Air could utilize its full capacity of 197,000 if operating from the Terminal with TSA screening. However, since this is not the case, any capacity increase remains at the discretion of the Airport Director. Construction at Jay's is expected to begin in about two years.

#### Public Comments:

- JSX's Vice President of Airport Affairs and Aviation Security, Ken Edmondson, commended JWA staff, highlighting that they have been a pleasure to collaborate with.
- Newport Beach resident Jim Mosher noted that the City of Newport Beach Aviation Committee meets infrequently, but they recently met with Supervisor Foley and Airport Director Reynolds in attendance. Both believed the item would be presented to the Board of Supervisors on March 25, not March 11.

Mosher also expressed concern over the SoCal Pilots representative's comments about losing one acre of green space for small General Aviation (GA) for up to two years. He questioned the traffic studies that projected impacts through 2030, a timeframe much longer than the one or two years discussed.

Additionally, Mosher raised concerns about the 3000 Airway Drive building, involved in a "through-the-fence" agreement with JSX. Although not a direct expansion of the County's airport ownership, he feels that more through-the-fence agreements effectively expand the airport, which is concerning to him and other Newport Beach residents.

At the Aviation Committee meeting, he also asked whether JSX still plans to operate charter flights, given their hybrid business model that combines scheduled airline services with charters. He referenced Section 4.01 of the agreement, which limits operations to scheduled commuter services, and asked whether JSX will continue the hybrid model, including charters.

The following is the action taken by the Orange County Airport Commission: On Commissioner Elliott's motion and Commissioner O'Reilly's second, Item No. 3 was approved 4-0. Commissioner Dvorak abstained from voting.

APPROVE ☒

OTHER ☐

DENIED ☐

Unanimous (1) Elliott: Y (2) Tinajero: Y (3) Junor: Y (4) O'Reilly: Y (5) Dvorak: A

Vote Key: Y=Yes; N=No; A=Abstain; X=Excused

#### 4. VICE CHAIR ELECTION FOR THE 2025 CALENDAR YEAR

Chair Tinajero welcomed newly appointed Airport Commissioner Kevin Elliott, who introduced himself and provided a brief background.

Chair Tinajero nominated Commissioner Dvorak to Vice Chair.

The following is the action taken by the Orange County Airport Commission: On Chair Tinajero's motion and Commissioner Junor's second, Fifth District Commissioner Dvorak was unanimously elected as Vice Chair.

APPROVE ☒

OTHER ☐

DENIED ☐

Unanimous (1) Elliott: Y (2) Tinajero: Y (3) Junor: Y (4) O'Reilly: Y (5) Dvorak: Y

Vote Key: Y=Yes; N=No; A=Abstain; X=Excused

#### 5. SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS (Board)

Assistant Airport Director Kumar reported that on February 25, 2025, the Board approved Amendment Two for Airport Executive-Level Program Management Services.

#### 6. ADDITIONAL BUSINESS

A. PUBLIC COMMENTS – None

B. AIRPORT DIRECTOR COMMENTS – None

C. AIRPORT COMMISSION COMMENTS – Commissioner Dvorak inquired with the Airport Director about any updates regarding changes within the FAA administration. Airport Director Reynolds responded, noting that a permanent FAA Administrator has yet to be appointed. She provided an update on staff, assuring that it has been 'business as usual' for the regional staff.

Commissioner O'Reilly announced that Fullerton Airport will host an aviation event on May 31, 2025, and invited anyone interested to attend.

#### 7. ADJOURNMENT OF PUBLIC MEETING

The meeting adjourned at 5:43 PM.