

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

MINUTES OF REGULAR MEETING

November 16, 2016

COMMISSIONERS PRESENT: David Bailey, Bruce Junor, Lee Lowrey, John Wong

COMMISSIONERS ABSENT: John Clarey

STAFF PRESENT: Barry Rondinella, Airport Director
Paul Albarian, Senior Deputy Attorney, County Counsel
David Deleon, Interim Deputy Airport Director
Barbara Swift, Administrative Manger I, Business Development
Marva Thomas, Administrative Manger I, Business Development
Kellie Billante, Real Property Agent III
Sheryl Bisogno, Real Property Agent II
Christopher David, Real Property Agent II
Mariane Teschner, Deputy Airport Director, Finance & Administration
Aida Lopez, Staff Specialist, Finance and Administration

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

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

1. APPROVAL OF MINUTES: On Vice Chair Bailey's motion and Commissioner Lowrey's second, the Regular Meeting Minutes of October 19, 2016 were approved as written

2. APPROVAL OF MINUTES: Approval of the Regular Meeting Minutes of November 2, 2016 was continued to the next meeting.

3. APPROVE AIRLINE AGREEMENTS (ASR# 16-001285)

Director Rondinella stated that the existing lease agreements expired on December 31, 2015 and have lapsed into a month-to-month status. Director Rondinella reminded the Commission that a few months ago, the Board of Supervisors (Board) requested that John Wayne Airport (JWA) prepare an amendment to the current airline leases to update non-discrimination language that included gender and other terms. Director Rondinella noted that in addition to the updated non-discrimination language, other changes have been added to the new leases which include security protocol relating to EMV chips, FAA and TSA security, and insurance. Director Rondinella also added that the new leases will cover a four-year term. Commissioner Wong asked if the lease costs will stay the same or be revised in the new agreement. Director Rondinella replied by providing background on airport rate-making methodology and stated that projected revenues are added in cost escalations based on presumed CPI. Commissioner Lowrey asked how JWA compares to other airports. Director Rondinella responded by stating that the metric used in the aviation industry is cost per emplaned passenger and added that JWA is very competitive and one of the lowest state wide for medium hub airports. Chair Junor and Commissioner Wong requested that in the future all additions/revisions to lengthy documents be provided in a brief summary within the Agenda Staff Report (ASR) so it is easier to read and understand. Director Rondinella responded by stating that JWA will make every effort to accommodate this request.

Jim Mosher Newport Beach resident, made several comments in reference to costs per emplaned passenger, hours of operation/curfew hours, non-scheduled/non-commercial use.

On Vice Chair Bailey's motion and Commissioner Wong's second, this item was unanimously approved.

4. **AIRPORT COMMISSION TRAINING** – Interim Deputy Airport Director David DeLeon and Administrative Manager Marva Thomas provided a presentation on Insurance.
5. **SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS** – Director Rondinella stated that the ASR relating to approval of the agreement with the Orange County Visitor's Association will be presented to the Board on November 22 and ASRs for the consent to assignment of rental car lease, the contract renewal with JBT AeroTech for the maintenance of the passenger and loading bridges and baggage handling systems, and the award of the taxicab operating agreement are pending for the December 13, 2016 meeting.
6. **ADDITIONAL BUSINESS**
 - A. **PUBLIC COMMENTS** – Jim Mosher spoke on Item 3.
 - B. **AIRPORT DIRECTOR COMMENTS** – None
 - C. **AIRPORT COMMISSION COMMENTS** – Commissioner Bailey asked if JWA has considered installing water bottle refilling stations in the terminal. Director Rondinella stated this subject is currently being considered for Terminals A & B.
7. **ADJOURNMENT OF PUBLIC MEETING** The meeting adjourned at 5:55 pm.

Respectfully submitted,



Aida Lopez, Staff Specialist