

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

**MINUTES OF REGULAR MEETING**

February 1, 2017

**COMMISSIONERS PRESENT:** David Bailey, Bruce Junor, Lee Lowrey

**COMMISSIONERS ABSENT:** John Clarey, John Wong

**STAFF PRESENT:** Courtney Wiercioch, Assistant Airport Director  
Paul Albarian, Senior Deputy Attorney, County Counsel  
David Pfeiffer, Deputy Airport Director, Business Development  
Barbara Swift, Administrative Manger I, Business Development  
Kellie Billante, Real Property Agent III, Business Development  
Jessica Dixon, Real Property Agent III, Business Development  
Sheryl Bisogno, Real Property Agent II, Business Development  
Larry Serafini, Deputy Airport Director, Facilities  
Samer Marei, Administrative Manager II, Facilities  
Mariane Teschner, Deputy Airport Director, Finance & Administration  
Aida Lopez, Staff Specialist, Finance and Administration

**CALL TO ORDER:** Chair Bailey called the meeting to order.

**PLEDGE OF ALLEGIANCE:** Chair Bailey led the assembly in the Pledge of Allegiance.

1. **APPROVAL OF MINUTES:** Approval of the Regular Meeting Minutes of January 18, 2017 was continued to the next meeting.

Assistant Airport Director Courtney Wiercioch is acting on behalf of Airport Director Barry Rondinella who is out of the office on work-related travel.

2. **PAULARINO GATE IMPROVEMENTS PROJECT ADVERTISE FOR BIDS (ASR 16-001313)** Assistant Airport Director Wiercioch mentioned that the Commission has previously reviewed this Agenda Staff Report and relates to a number of items for this project which include: repair to the pavement at the south end of the administration building, replacing the existing airfield gate, replacing the current guard booth at Paularino Gate, adding a crash resistant fence, installing additional lighting within the gate area, and some structural and visibility improvements to the front of the administration building. JWA is seeking approval to advertise for bids for this project.

On Chair Bailey's motion and Commissioner Lowrey's second, this item was continued to the next meeting.

3. **AIRPORT COMMISSION TRAINING** – Business Development Staff, Barbara Swift, Kellie Billante and Jessica Dixon provided a presentation on Asset Management, Airline and Concession Leases.
4. **SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS** – Assistant Director Wiercioch stated the Board of Supervisors (Board) approved an interim lease with Atlantic Aviation for the Southeast Fixed Base Operation and an interim lease with ACI Jet for the Eastside Fixed Base Operation and Westside Hangars. The Board also approved the agreement for geotechnical engineering services with Ninyo & Moore, Kleinfelder Inc. and Group Delta. Chairwoman Steel requested that both the janitorial contract and the parking and valet operating agreement be continued to the next Board meeting, February 14, 2017.

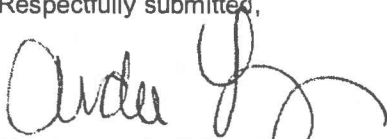
**5. ADDITIONAL BUSINESS**

- A. PUBLIC COMMENTS – Scott Cutshall, Yorba Linda resident and tenant of Atlantic Aviation commented on potential County revenue via the property taxes generated by airplane hangars.
- B. AIRPORT DIRECTOR COMMENTS – None.
- C. AIRPORT COMMISSION COMMENTS – Commissioner Lowrey asked if the Federal Aviation Administration (FAA) provided advanced notice to the community of the scheduled meetings currently taking place regarding the Metroplex Project. Assistant Director Wiercioch responded by stating that she is not aware of when the FAA announced the schedule but JWA has made the meeting information available on JWA's website, Facebook and Twitter.

Chair Bailey asked if JWA tracks property taxes relating to the airport and if these taxes are included in airport revenue. Assistant Director Wiercioch replied by stating that property taxes are County General Fund revenue and reported by the County's Treasurer/Tax Collector.

**6. ADJOURNMENT OF PUBLIC MEETING** The meeting adjourned at 6:22 pm.

Respectfully submitted,



Aida Lopez, Staff Specialist