



COUNTY of VENTURA

Department of Airports

555 Airport Way, Suite B

Camarillo, CA 93010

Phone: (805) 388-4372

Fax: (805) 388-4366

www.ventura.org/airports

NOTICE IS HEREBY GIVEN
that the Regular Meeting of the
Camarillo Airport Authority and Oxnard Airport Authority
will be held on:

Thursday

March 11, 2021

7:00 P.M.

**CITY OF CAMARILLO
COUNCIL CHAMBERS
601 CARMEN DRIVE
CAMARILLO, CA**

IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE CALIFORNIA GOVERNOR'S EXECUTIVE ORDER AND THE COUNTY OF VENTURA PUBLIC HEALTH OFFICER'S LOCAL ORDER.

IN ORDER TO MINIMIZE THE SPREAD OF THE NOVEL CORONAVIRUS, THE COUNCIL CHAMBERS WILL NOT BE OPEN TO THE PUBLIC. THE FOLLOWING PROVIDES INFORMATION ABOUT HOW TO OBSERVE AND/OR PARTICIPATE IN THE MEETING:

1. You may join the meeting via **Zoom**. See last page for detailed instructions about participating in the meeting via Zoom.
2. You may observe the meeting via live broadcast on the Local Government Channels – **Spectrum Channel 10** and **Frontier Channel 29**, or via the **Department of Airports YouTube channel**
https://www.youtube.com/channel/UC4jLWASMGn4wTrEPdT8BOTQ?view_as=subscriber
3. Public Comment Options
 - a. **Email** – You may submit your comment, limited to 250 words or less, via email by 5:00 p.m. on Thursday, March 11, 2021 to Airport Staff at AirportInfo@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 6.A.). When the Authorities reach your item of interest on the agenda, Airport Staff will read your comment during the time for public comments.
 - b. **Zoom** – You may provide verbal comments during the meeting. See last page for detailed instructions about participating in the meeting via Zoom.

AGENDA

1. **CALL to ORDER and PLEDGE of ALLEGIANCE**
2. **ROLL CALL**
3. **APPROVAL of MINUTES – February 11, 2021**
4. **PUBLIC COMMENT PERIOD**
5. **UNFINISHED BUSINESS – None**
6. **NEW BUSINESS**

CAMARILLO & OXNARD AIRPORT AUTHORITY

- A. **Subject: Approval of the Revised Form Hangar Lease Agreement for Privately Owned Hangars at the Camarillo and Oxnard Airports to Replace Month-to-Month Leases with Term Leases; Authorization for the Director of Airports or His Designee to Terminate All Existing Month-to-Month Hangar Lease Agreements for Privately Owned Hangars and to Sign the Revised Form Lease Agreement with Tenants of Existing Hangars.**

Recommendations:

Staff requests that your Commission/Authorities recommend that the Board of Supervisors:

1. Approve the revised form hangar lease agreement for privately owned hangars at the Camarillo and Oxnard Airports (Exhibit 3), to replace the current month-to-month leases with term leases; and
2. Authorize the Director of Airports or his designee to terminate all existing month-to-month lease agreements for privately owned hangars and to sign the revised form lease agreement in Exhibit 3 with tenants of existing privately owned hangars.

- B. **Subject: Proposed Change to Meeting Time of the Camarillo Airport Authority and Oxnard Airport Authority**

Recommendation:

Staff requests that your Authorities discuss and approve a selection from the following meeting time options:

1. Start the meeting at 5:00 p.m.
2. Start the meeting at 5:30 p.m.
3. Start the meeting at 6:00 p.m.
4. Start the meeting at 6:30 p.m.
5. Keep the current time of 7:00 p.m.

7. DIRECTOR'S REPORT

8. REPORTS

Monthly Activity Report – January 2021
Monthly Noise Complaints – January 2021
Consultant Reports – January 2021
Airport Tenant Project Status – February 2021
Project Status – February 2021
Financial Statements Period Ended – December 31, 2020
Financial Statements Second Quarter – FY 2020/2021
Meeting Calendar

9. CORRESPONDENCE

Email dated February 1, 2021 at 12:25 p.m. regarding proposed private hangar ground lease

Email dated February 1, 2021 at 1:27 p.m. regarding proposed private hangar ground lease

Email dated February 2, 2021 at 9:12 a.m. regarding proposed private hangar ground lease

Email dated February 2, 2021 at 9:16 a.m. regarding proposed private hangar ground lease

Email dated February 2, 2021 at 1:08 p.m. regarding proposed private hangar ground lease

Email dated February 3, 2021 at 1:09 p.m. regarding proposed private hangar ground lease

Email dated February 3, 2021 at 1:37 p.m. regarding proposed private hangar ground lease

Email dated February 8, 2021 at 3:24 p.m. regarding proposed private hangar ground lease

Email dated February 9, 2021 at 11:26 a.m. regarding proposed private hangar ground lease

Email dated February 9, 2021 at 3:22 p.m. regarding proposed private hangar ground lease

Email dated February 10, 2021 at 10:32 a.m. regarding proposed private hangar ground lease

Email dated February 10, 2021 at 12:25 p.m. regarding proposed private hangar ground lease

Email dated February 10, 2021 at 1:53 p.m. regarding proposed private hangar ground lease

Email dated February 10, 2021 at 5:44 p.m. regarding proposed private hangar ground lease

Email dated February 11, 2021 at 9:18 a.m. regarding proposed private hangar ground lease

Email dated February 11, 2021 at 11:01 a.m. regarding proposed private hangar ground lease

Email dated February 11, 2021 at 12:51 p.m. regarding proposed private hangar ground lease

Email dated February 11, 2021 at 2:55 p.m. regarding proposed private hangar ground lease

Email dated February 11, 2021 at 2:57 p.m. regarding proposed private hangar ground lease

Email dated February 16, 2021 at 9:42 a.m. regarding proposed private hangar ground lease

Email dated February 16, 2021 at 11:12 a.m. regarding proposed private hangar ground lease

Email dated February 16, 2021 at 11:32 a.m. regarding proposed private hangar ground lease

Email dated February 16, 2021 at 11:51 a.m. regarding proposed private hangar ground lease

Email dated February 16, 2021 at 4:05 p.m. regarding proposed private hangar ground lease

Email dated February 16, 2021 at 4:28 p.m. regarding proposed private hangar ground lease

Email dated February 22, 2021 at 9:00 a.m. regarding proposed private hangar ground lease

Email dated February 22, 2021 at 11:51 a.m. regarding proposed private hangar ground lease

Email dated February 24, 2021 at 2:42 p.m. regarding proposed private hangar ground lease

Email dated February 24, 2021 at 3:34 p.m. regarding proposed private hangar ground lease

Email dated February 24, 2021 at 4:06 p.m. regarding proposed private hangar ground lease

Email dated February 25, 2021 at 3:27 p.m. regarding proposed private hangar ground lease

Email dated February 25, 2021 at 3:32 p.m. regarding proposed private hangar ground lease

Email dated February 25, 2021 at 5:09 p.m. regarding proposed private hangar ground lease

Email dated February 26, 2021 at 11:45 a.m. regarding proposed private hangar ground lease

Email dated February 26, 2021 at 2:55 p.m. regarding proposed private hangar ground lease

Email dated February 27, 2021 at 9:00 a.m. regarding proposed private hangar ground lease

Email dated February 28, 2021 at 10:44 a.m. regarding proposed private hangar ground lease

Email dated February 28, 2021 at 8:00 p.m. regarding proposed private hangar ground lease

Email dated March 1, 2021 at 8:27 a.m. regarding proposed private hangar ground lease

Email dated March 1, 2021 at 4:27 p.m. regarding proposed private hangar ground lease

10. AUTHORITY COMMENTS - Comments by Authority members on matters deemed appropriate.

11. ADJOURNMENT

The next regular Authority meeting will be on Thursday, April 8, 2021 at 7:00 p.m. in the Department of Airports Administration Office, 555 Airport Way, Suite B, Camarillo, California.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CITY OF CAMARILLO CLERK AT (805) 388-5353 OR ANA CASTRO AT (805) 388-4211. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY/DEPARTMENT OF AIRPORTS TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



Webinar Instructions

Public link to Zoom webinar:

<https://zoom.us/j/97053233110?pwd=djRnUTJONk1LV0FSQVhUdU45ZEN0QT09>

Webinar ID: 970 5323 3110

Passcode: 984003

Phone Numbers: 1-669-900-6833
1-253-215-8782

Cell Phone or Computer with Audio (Microphone) Feature: Click on the link above and enter passcode. Enter your name so we may call on you when it is your turn to speak.

The Chairperson will ask if anyone wishes to speak to the item. At that time, raise your hand by clicking the Raise Hand button. Follow the instructions below regarding Speaking.

Computer without Audio (Microphone) Feature: Click on the link above and enter passcode. This will allow you to view and listen to the meeting. In order to speak, follow the instructions below for Telephone.

Telephone: If you do not have access to the internet, you can watch the live broadcast of the meeting on the City of Camarillo Local Government Channels – Spectrum Channel 10 and Frontier Channel 29, or via the Department of Airports YouTube channel. If you are interested in speaking to an item, you can call into one of the phone lines listed above, and when prompted enter the Webinar ID and Passcode shown above. Once in the meeting, you will be listening to the meeting through your phone handset.

The Chairperson will ask if anyone wishes to speak to the item. At that time, raise your hand by dialing *9. Follow the instructions below regarding Speaking.

Speaking

When it is your turn to speak, the Chairperson will call your name or the last 4 digits of your phone number if you are calling from a phone, and you will have 3 minutes to speak. Please ensure that all background noise is muted (TV, radio, etc.). You will be prompted to unmute your microphone/phone. Unmute and begin speaking; start by stating your name.

The timer on the screen will count down your 3 minutes. The timer starts green indicating you have 3 minutes; when the time hits 1 minute remaining, the timer will change to yellow; when the 3 minutes have elapsed, the timer will turn red. At that time, your microphone will be muted and we will move onto the next speaker. If you called in on one of the phone lines listed above, you will not be able to see the timer. Instead, you will be prompted when the 3 minutes has begun; when the time hits 1 minute remaining; when the 3 minutes have elapsed.

