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## CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

### MINUTES

December 12, 2019

#### 1. CALL to ORDER and PLEDGE of ALLEGIANCE

CAA Chair, Bill Thomas, called the meeting to order at 7:02 p.m. and led the pledge of allegiance.

#### 2. ROLL CALL

##### CAA PRESENT

Kelly Long  
John Zaragoza  
Shawn Mulchay  
Susan Santangelo  
Bill Thomas

*Excused (E)*  
*Late (L)*  
*Alternate (Alt)*

##### AIRPORT STAFF

Kip Turner  
Madeline Herrle  
Ana Castro

##### CAA ABSENT

##### OAA PRESENT

Kelly Long  
John Zaragoza  
Tim Flynn (L)  
Bert Perello (L)  
Eugene Fussell (Alt)

##### OAA ABSENT

Walter Calhoun (E)

#### 3. APPROVAL OF MINUTES – September 12, 2019 (CAA Only) October 10, 2019

***Camarillo Airport Authority: Councilmember Shawn Mulchay moved to approve the September 12, 2019 meeting minutes and Supervisor Kelly Long seconded the motion. All others voted and the motion passed unanimously.***

***Camarillo Airport Authority: Supervisor Kelly Long moved to approve the October 10, 2019 meeting minutes and Councilmember Shawn Mulchay seconded the***

***motion. Councilmember Susan Santangelo abstained. All others voted and the motion passed unanimously.***

***Oxnard Airport Authority: Councilmember Bert Perello moved to approve the October 10, 2019 meeting minutes and Mayor Tim Flynn seconded the motion. All others voted and the motion passed unanimously.***

- 4. PUBLIC COMMENT** - Citizens wishing to speak to the Authorities on an airport related item must fill out a speaker card and submit it to the secretary. Comments will be limited to a maximum of **three** minutes per item.

*Speaker cards for issues NOT on the agenda must be submitted before the end of the public comment period.*

*Speaker cards for issues listed on the agenda must be presented before the item is up for consideration. Speakers will be called when the item is presented.*

None.

**5. UNFINISHED BUSINESS – NONE**

**6. NEW BUSINESS**

**CAMARILLO AIRPORT AUTHORITY**

**A. Subject: Approval of, and Authorization for the Director of Airports, or His Designee, to Execute, a Lease with Silverstrand Grid, LLC, for a Battery Storage Facility at the Camarillo Airport Business Park.**

**Recommendation:**

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

Approve, and authorize the Director of Airports, or his designee, to execute, the lease with Silverstrand Grid, LLC (Attachment 1) for a battery storage facility at Camarillo Airport Business Park.

Lease Manager Madeline Herrle introduced Dustin Pulciani, Director of Real Estate for Able Grid Energy Solutions. Mr. Pulciani introduced Eric Stoutenburg, Chief Development Officer for Able Grid Energy Solutions and consultant Rafik Albert, Director of Planning for EPD Solutions. Mr. Pulciani and staff went over a PowerPoint presentation and responded to questions posed by Authority members about the battery storage facility.

***Camarillo Airport Authority: Supervisor Kelly Long moved to approve staff's recommendation and Councilmember Shawn Mulchay seconded the motion. All others voted in favor and the motion passed unanimously.***

## **7. DIRECTOR'S REPORT**

Director Kip Turner shared that there are no accidents to report since the last meeting. Mr. Turner also shared that staff is preparing templates for the new hangar leases which he anticipates will go through the public process in early 2020.

Director Turner provided a projects update. Regarding the Northeast Hangar Development at Camarillo Airport, a kick-off meeting took place on December 4<sup>th</sup> and a Notice to Proceed was issued on December 5<sup>th</sup>. Regarding the Taxiway H project at Camarillo Airport, the grants have been executed and a contract was awarded to Maxwell Asphalt. It is anticipated that a Notice to Proceed will go out by the end of the year once the department works out a final bond issue. Regarding the private RKR project (also known as CloudNine) at Camarillo Airport, the public comment period for the environmental review ended on November 20<sup>th</sup>. Once the comments have been reviewed, this matter will come before the Commission, Airport Authorities, and the Board of Supervisors for final approval in early 2020. Regarding the Airport Layout Plan for Oxnard Airport, a draft of the plan was submitted to the Federal Aviation Administration (FAA) for review on October 8<sup>th</sup>. Regarding the runway project at Oxnard Airport, the design scope is being worked out with the FAA and the department's consultant. It is anticipated that construction for this project would take place in June, 2021. Mr. Turner also shared that staff is still working on the discrepancies noted in the Part 139 inspection that occurred at Oxnard Airport. Regarding the master plans for both Camarillo and Oxnard airports, it is anticipated the FAA will contribute \$600,000 towards this effort and the department will contribute the rest of the funds. He anticipates kicking off this project in early 2020 and stated this will be a 12-18 month process.

Director Turner shared that approval for the Silverstrand Grid lease, which was presented at tonight's meeting, is scheduled to go before the Board of Supervisors on December 17<sup>th</sup>. In regards to the design scope for the runway project at Oxnard Airport, this item will go before the Board of Supervisors once the design is finalized with the FAA. He then provided a personnel update regarding vacancies in the department. In the administration division, Jorge Rubio is no longer with the department so there is a vacancy for the deputy director position. There is also a vacancy for an engineer position and an operations supervisor position. In the maintenance division, the department hired three people so only two vacancies for a regular position and a temporary position remain.

## **8. REPORTS**

Monthly Activity Report – September, October 2019  
Monthly Noise Complaints – September, October 2019  
Consultant Reports – September, October 2019  
Airport Tenant Project Status – November 2019

Project Status – November 2019  
Financial Statements Period Ended – September 30, 2019  
Financial Statements First Quarter – FY 2019/2020  
Meeting Calendar

***Reports were received and filed.***

## **9. CORRESPONDENCE**

Letter dated September 25, 2019 from Madeline Herrle to Mark Sullivan, The Law Office of Mark F. Sullivan re: Airport Properties Limited, LLC; Public Records Request dated September 9, 2019

Letter dated September 26, 2019 from Madeline Herrle to Mark Sullivan, The Law Office of Mark F. Sullivan re: Airport Properties Limited, LLC; Public Records Request dated September 13, 2019

Letter dated October 3, 2019 from Erin Powers to James Harris, Coffman Associates, Inc. re: Notice to Proceed; Oxnard and Camarillo Airports – Professional Services Contract; AEA No. 20-01

Letter dated October 3, 2019 from Kip Turner to Hangar Owners and Tenants

Letter dated October 4, 2019 from Madeline Herrle to Sharon Evans, Sharon Evans Aviation Research, LLC re: Public Records Request dated September 26, 2019 for Airport FBO Lease Information and Airport Fuel Data

Letter dated October 7, 2019 from Madeline Herrle to Ron Rasak, RKR, Inc. re: Project Signs at Las Posas

Letter dated October 8, 2019 from Madeline Herrle to John Neustadt re: Public Records Request dated September 9, 2019

Letter dated October 8, 2019 from Erin Powers to Maxwell Asphalt, Inc. re: Contract for Camarillo Airport – Taxiway H Pavement Rehabilitation, FAA AIP No. 3-06-0339-037-2019; Specification No: DOA 19-02; Project No: CMA-236

Letter dated October 9, 2019 from Madeline Herrle to Gerald Alves, Airport Properties Limited, LLC re: Camarillo Airport / Row “H” Security Deposit

Letter dated October 9, 2019 from Madeline Herrle to Ron Rasak, RKR, Inc. re: Project Signs at Las Posas

Letter dated October 10, 2019 from Madeline Herrle to Gerald Alves, Airport Properties Limited, LLC re: Evidence of Insurance

Notice of Availability and Intent to Adopt a Mitigated Negative Declaration dated October 21, 2019 re: CloudNine at Camarillo

Letter dated October 21, 2019 from Madeline Herrle to Mark Sullivan, The Law Office of Mark F. Sullivan re: Airport Properties Limited, LLC; Public Records Request dated September 13, 2019

Letter dated October 22, 2019 from Erin Powers to Jeff Leonard, Mead and Hunt, Inc. re: Notice to Proceed, AEA No. 20-02; Professional Services Contract for Oxnard and Camarillo Airports

Letter dated October 22, 2019 from Erin Powers to Mead & Hunt, Inc. re: Notice to Proceed; Camarillo Airport – Consulting Service Contract; Construction Administration Services for Taxiway H Pavement Rehabilitation; AEA No. 20-03

Letter dated October 25, 2019 from Madeline Herrle to Gregory Peacock, Tactical Communications re: Your Letter dated October 10, 2019

Letter dated October 25, 2019 from Madeline Herrle to Randy Michel re: Oxnard Airport Hangars

Letter dated October 30, 2019 from Madeline Herrle to Ron Rasak, RKR, Inc. re: Your Letter dated October 28, 2019

Letter dated November 6, 2019 from Madeline Herrle to Cathy Ramos Marquez, Blackdot re: T Mobile Lease Amendment – Oxnard Airport; 2889 West 5<sup>th</sup> Street, Oxnard CA

Letter dated November 7, 2019 from Mark Sullivan, Law Office of Mark F. Sullivan to Kip Turner re: Conflict Between Taxilane Design for Cloud 9 Hangars and the Camarillo Joint Powers Agreement of 1977

Letter dated November 12, 2019 from Madeline Herrle to Mark Sullivan, The Law Office of Mark F. Sullivan re: Airport Properties Limited, LLC; Public Records Request dated October 10, 2019

Letter dated November 14, 2019 from Erin Powers to Brenda Perez, Federal Aviation Administration (FAA) re: Support for a Categorical Exclusion for the Preparation of an Airport Master Plan for the Camarillo Airport (CMA), Camarillo, California

Letter dated November 15, 2019 from Kip Turner to Mark Sullivan re: Letter Received Concerning Potential Conflict Between Taxilane Design for Cloud 9 Hangars and the Camarillo Joint Powers Agreement of 1977

Letter dated November 15, 2019 from Kip Turner to Ronald Rasak re: Project Signs at Las Posas

Letter dated November 19, 2019 from Ronald Rasak, RKR Incorporated to Kip Turner re: Boeing 737 Operations from CloudNine

***Correspondence was received and filed.***

## **10. MISCELLANEOUS HANDOUTS**

***Information was received and filed.***

## **11. AUTHORITY COMMENTS**

Supervisor John Zaragoza wished everyone a merry Christmas and happy new year.

Councilmember Shawn Mulchay inquired about the Department of Airports' security in and around the airport. Mr. Mulchay indicated that he received a photo from a pilot at Camarillo Airport which showed a broken security camera and the pilot also informed Mr. Mulchay that he had observed deficiencies with access gates. Director Kip Turner described the role of the airport operations officers in regards to airport security and stated that he would look into the matter of the broken security camera and access gates.

Councilmember Bert Perello wished former deputy director Jorge Rubio the best of luck going forward. Mr. Perello also stated that in regards to the constituent that contacted Councilmember Mulchay, he suggested that the constituent contact airport management first to try and address his concerns.

Councilmember Susan Santangelo commended Director Turner for his presentation at the Visit Camarillo tourism luncheon that took place earlier in the day. Ms. Santangelo also wished everyone happy holidays.

Public Member Bill Thomas wished everyone happy holidays.

## **12. ADJOURNMENT**

There being no further business, the December 12, 2019 Authority meeting was adjourned at 8:12 p.m.

A handwritten signature in black ink that reads "Kip Turner". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

KIP TURNER, C.M.  
Administrative Secretary