



CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

MINUTES

May 12, 2022

1. CALL to ORDER and PLEDGE of ALLEGIANCE

OAA Chair, Vianey Lopez, called the meeting to order at 6:32 p.m. and lead the pledge of allegiance.

2. ROLL CALL

CAA PRESENT

Kelly Long
 Carmen Ramirez
 Shawn Mulchay
 Susan Santangelo
 Scott Barer

CAA ABSENT

OAA PRESENT

Kelly Long
 Carmen Ramirez
 Bert Perello
 Vianey Lopez
 Eugene Fussell

OAA ABSENT

Excused (E)

Late (L)

Alternate (Alt)

AIRPORT STAFF

Keith Freitas, Director
 Dave Nafie, Deputy Director
 Erin Powers, Projects Administrator
 Madeline Herrle, Lease Manager
 Jamal Ghazaleh, Accounting Manager
 Ana Castro, Program Administrator
 Lia Vega, Management Assistant

3. AGENDA REVIEW

No changes to the agenda.

4. APPROVAL OF MINUTES – April 14, 2022

Oxnard Airport Authority: Supervisor Kelly Long moved to approve the April 14, 2022 meeting minutes and Councilmember Bert Perello seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

Camarillo Airport Authority: Supervisor Kelly Long moved to approve the April 14, 2022 meeting minutes and Mayor Shawn Mulchay seconded the motion. All members voted in favor and the motion passed unanimously 4-0. Chair Susan Santangelo was absent for the vote.

5. PUBLIC COMMENT PERIOD

Public comments heard. Supervisor Kelly Long reminded the Airport Authorities that the public comment period is usually for the public to comment and Authority members to listen, and that comments made by Authority members should be saved for the Director's report. Supervisor Long stated that she wants to ensure the Brown Act rules and regulations are being followed. Councilmember Bert Perello sought clarification for the record as to whether the public comments made by Walter Hagedohm were made as the Chair of the Oxnard Shores Neighborhood Council or as a private citizen. Mr. Hagedohm responded that a letter was sent from the Oxnard Shores Neighborhood Council in reference to the EIR for the Teal Club Development and his comments reflected that letter and were made to remind the Authority of that letter and the Neighborhood Council's concerns.

6. NEW BUSINESS

OXNARD AIRPORT AUTHORITY

A. Subject: Receive and File a Presentation on the Teal Club Specific Plan; Make a Recommendation Regarding the Teal Club Specific Plan to the City of Oxnard Pursuant to City of Oxnard Code

Recommendation:

Staff requests that your Airport Authority:

1. Receive and file a presentation on the Teal Club Specific Plan; and
2. Make a recommendation to the City of Oxnard as to whether the Teal Club Specific Plan is consistent with the adopted Airport Comprehensive Land Use Plan.

Deputy Director Dave Nafie introduced Jay Dobrowalski, Senior Planner for the City of Oxnard who reviewed a PowerPoint presentation. At the conclusion of the presentation,

Mr. Dobrowalski and Dennis Hardgrave, one of the project designers, received and responded to Authority comments and concerns. Authority members had a discussion regarding having County Counsel or a City Attorney present at future meetings.

Oxnard Airport Authority: Supervisor Carmen Ramirez moved to recommend that the Teal Club Specific Plan is an acceptable land use and consistent with the adopted Airport Comprehensive Land Use Plan, and to receive and file a presentation on the Teal Club Specific Plan. Councilmember Vianey Lopez seconded the motion. All members voted and the motion passed 3-2.

Yes: Kelly Long, Carmen Ramirez, Vianey Lopez

No: Bert Perello, Eugene Fussell

B. Subject: Consider Adoption of Resolution #10 Authorizing Remote Teleconference Meetings of the Oxnard Airport Authority for a 30-Day Period

Recommendation:

Consider adoption of Resolution #10 (Exhibit 1) authorizing remote teleconference meetings of the Oxnard Airport Authority for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

Oxnard Airport Authority: Councilmember Bert Perello moved to approve staff's recommendation and Supervisor Carmen Ramirez seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

CAMARILLO AIRPORT AUTHORITY

C. Subject: Consider Adoption of Resolution #10 Authorizing Remote Teleconference Meetings of the Camarillo Airport Authority for a 30-Day Period

Recommendation:

Consider adoption of Resolution #10 (Exhibit 1) authorizing remote teleconference meetings of the Camarillo Airport Authority for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

Camarillo Airport Authority: Mayor Shawn Mulchay moved to approve staff's recommendation and Public Member Scott Barer seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

D. Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, the First Amendment to Lease with Kim & Bill Burr Family Trust for 65C Durley Avenue at the Camarillo Airport

Recommendation:

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

Approve, and authorize the Director of Airports or his designee to sign, the First Amendment to the lease with the Kim & Bill Burr Family Trust for 65C Durley Avenue at the Camarillo Airport.

Director Keith Freitas and Lease Manager Madeline Herrle provided staff's report.

Camarillo Airport Authority: Supervisor Kelly Long moved to approve staff's recommendation and Public Member Scott Barer seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

CAMARILLO & OXNARD AIRPORT AUTHORITY

E. Subject: Approval of the Six-Year Capital Improvement Plan (CIP) for Camarillo and Oxnard Airports; Authorization for the Director of Airports or Designee, to Apply for Grants to Fund Projects Scheduled for Federal Fiscal Years 2022 and 2023 Outlined in the CIP upon Notification from the Federal Aviation Administration and the California Department of Transportation Aeronautics Program That Funds Are Available

Recommendation:

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

1. Approve the six-year capital improvement plan (CIP) for Camarillo and Oxnard Airports (Exhibit 1); and
2. Authorize the Director of Airports or his designee, to apply for grants to fund the projects scheduled for federal fiscal years (FFY) 2022 and 2023 outlined in the CIP upon notification from the Federal Aviation Administration (FAA) and the California Department of Transportation Aeronautics Program (Caltrans) that funds are available.

Projects Administrator Erin Powers reviewed a PowerPoint presentation and received Authority comments and concerns.

Oxnard Airport Authority: Supervisor Kelly Long moved to approve staff's recommendation and Councilmember Bert Perello seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

Camarillo Airport Authority: Supervisor Kelly Long moved to approve staff's recommendation and Mayor Shawn Mulchay seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

F. Subject: Approval of the Department of Airports' Fiscal Year 2022-23 Rent and Fee Schedule, Effective July 1, 2022; Adoption of a Resolution Establishing Rents, Fees, and Insurance Requirements for the Department of Airports; Delegation of Authority to the County Executive Officer and the Director of Airports to Execute Leases, Subleases, Licenses, Permits, Special Use/Activity Permits, Operation Agreements, Extensions, Amendments, Consents, Termination Notices, and Unlawful Detainer Complaints in Accordance with the Provisions of the Schedule

Recommendations:

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

1. Approve the Department of Airports' ("Department") FY 2022-23 Rent and Fee Schedule (Exhibit 1 is a clean version and Exhibit 2 is a legislative version with track changes), with an effective date of July 1, 2022; and
2. Authorize the County Executive Officer and the Director of Airports to execute certain leases, subleases, licenses, permits, special use/activity permits, operation agreements, extensions, amendments, consents, termination notices, and unlawful detainer complaints as described in section III of the attached resolution (pages 30-37 of Exhibit 1); and
3. Approve, adopt, and execute the resolution (pages 30-37 of Exhibit 1) establishing rents, fees, and insurance requirements for the Department.

Oxnard Airport Authority: Supervisor Kelly Long moved to approve staff's recommendation and Public Member Eugene Fussell seconded the motion. All members voted and the motion passed unanimously 5-0.

Councilmember Bert Perello made a motion to amend the original motion. The motion made by Councilmember Perello was to replace the second made by Public Member Eugene Fussell to reflect a second by Councilmember Perello. The original motion was amended as follows:

Supervisor Kelly Long moved to approve staff's recommendation and Councilmember Bert Perello seconded the motion. All members voted and the motion passed 4-0 with one abstention from Public Member Eugene Fussell.

***Yes: Kelly Long, Carmen Ramirez, Vianey Lopez, Bert Perello
Abstain: Eugene Fussell***

Camarillo Airport Authority: Supervisor Kelly Long moved to approve staff's recommendation and Mayor Shawn Mulchay seconded the motion. All members voted and the motion passed 4-0 with one abstention from Public Member Scott Barer.

***Yes: Kelly Long, Carmen Ramirez, Shawn Mulchay, Susan Santangelo
Abstain: Scott Barer***

7. DIRECTOR'S REPORT

- The Private Hangar Lease Amendment is scheduled to go before the Board of Supervisors on Tuesday, May 24th at 10:30 a.m.
- Construction is underway for the Cloud Nine project and expected to open in the first or second quarter of 2023.
- The solicitation for the five-acre parcel and seven-acre parcel at Oxnard Airport closed on May 6th and there are four interested parties. Three parties are interested in the five-acre and a couple are interested in the seven-acre. Staff will ask for a round of more detail and will probably go into some sort of ranking process.
- Bids for the Taxiway Connector project at Oxnard came in, there was one bidder, and the bid was 1.5 million over the engineer's estimate. Staff will work with the FAA to see if they can find additional funding to get the project moving forward.
- The department has entered into an agreement with an entity for security camera systems to be installed at both Camarillo and Oxnard. Construction is expected to begin the third or fourth quarter of this year.

- Work is being done to move forward with the new PIO (Public Information Officer) position; this position would be focused on handling noise concerns and community relations. The department is hoping to have someone on staff in the next 60 days.
- Staff continues to work on installing new flight tracking system software and it looks like the software will be installed in the third or fourth quarter this year.

Report was received and filed.

8. REPORTS

Report items listed below are presented to the Airport Authorities for information only, at this time. The report items require no action or are not ready for the Airport Authorities' consideration. The Airport Authorities may refer these items to the Department of Airports for investigation and report back on a future agenda.

Monthly Activity Report – March 2022
Monthly Noise Complaints – March 2022
Consultant Reports – March 2022
Airport Tenant Project Status – April 2022
Project Status – April 2022
Financial Statements Third Quarter – FY 2021/2022
Meeting Calendar

Reports were received and filed.

9. CORRESPONDENCE

Correspondence items listed below are presented to the Airport Authorities for information only, at this time. The correspondence items require no action or are not ready for the Airport Authorities' consideration. The Airport Authorities may refer these items to the Department of Airports for investigation and report back on a future agenda.

Letter dated April 14, 2022 from Madeline Herrle to Doug Tauber re: Public Records Request dated April 7, 2022

Article dated April 20, 2022 re: 90-unit Condo Project near Oxnard Airport

Correspondence was received and filed.

10. AUTHORITY COMMENTS

Earlier in the meeting, Supervisor Carmen Ramirez requested that the question of whether alternate Public Members should vote when the regular Public Members abstain from a vote be asked of County Counsel and a response brought forth to the Authorities at a future date.

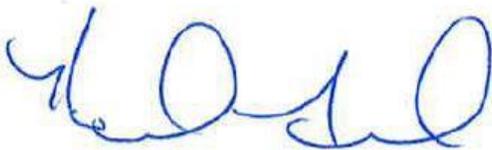
Councilmember Bert Perello commented that it was a good meeting and thanked Director Keith Freitas and County Counsel for responding to his inquiry from the previous meeting.

Mr. Perello also shared that he attended a meeting of the Ventura County Council of Governments at which a presentation was given by the Calleguas, Casitas, and United Water Districts. Mr. Perello commented on how extremely drastic the water situation is going to get.

Councilmember Vianey Lopez thanked airport staff for all the work that is done behind the scenes to prepare for the meeting.

11. ADJOURNMENT

There being no further business, the May 12, 2022 Camarillo Airport Authority and Oxnard Airport Authority meeting was adjourned at 9:04 p.m.



KEITH FREITAS, A.A.E., C.A.E.
Administrative Secretary