



CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

MINUTES

October 13, 2022

1. CALL to ORDER and PLEDGE of ALLEGIANCE

CAA Chair, Susan Santangelo, called the meeting to order at 6:31 p.m. and requested that CAA Vice-Chair Scott Barer lead the pledge of allegiance.

2. ROLL CALL

CAA PRESENT

Bob Huber
Shawn Mulchay
Susan Santangelo
Scott Barer

CAA ABSENT

Kelly Long (E)

OAA PRESENT

Bob Huber
Bert Perello
Eugene Fussell

OAA ABSENT

Kelly Long (E)
John Zaragoza (E)

Excused (E)

Late (L)

Alternate (Alt)

AIRPORT STAFF

Dave Nafie, Deputy Director
Erin Powers, Projects Administrator
Ana Castro, Program Administrator

3. AGENDA REVIEW

No changes to the agenda.

4. APPROVAL OF MINUTES – September 8, 2022

Camarillo Airport Authority: Mayor Shawn Mulchay moved to approve the September 8, 2022 meeting minutes with an amendment to update the minutes to reflect that Supervisor Bob Huber was not late. Vice-Chair Scott Barer seconded the motion. All members voted in favor and the motion passed unanimously 4-0.

Oxnard Airport Authority: Interim Chair Eugene Fussell moved to approve the September 8, 2022 meeting minutes with an amendment to update the minutes to reflect that Supervisor Bob Huber was not late. Councilmember Bert Perello seconded the motion. All members voted in favor and the motion passed unanimously 3-0.

5. PUBLIC COMMENT PERIOD

Public comments heard.

6. NEW BUSINESS

OXNARD AIRPORT AUTHORITY

A. Subject: Consider Adoption of Resolution #14 Authorizing Remote Teleconference Meetings of the Oxnard Airport Authority Pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act

Recommendation:

Consider adoption of Resolution #14 (Exhibit 1) authorizing remote teleconference meetings of the Oxnard Airport Authority 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 Bob Huber seconded the motion. All members voted in favor and the motion passed unanimously 3-0.

CAMARILLO AIRPORT AUTHORITY

B. Subject: Consider Adoption of Resolution #14 Authorizing Remote Teleconference Meetings of the Camarillo Airport Authority Pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act

Recommendation:

Consider adoption of Resolution #14 (Exhibit 1) authorizing remote teleconference meetings of the Camarillo Airport Authority pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

Camarillo Airport Authority: Vice-Chair Scott Barer moved to approve staff's recommendation and Supervisor Bob Huber seconded the motion. All members voted in favor and the motion passed unanimously 4-0.

C. Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, Amendment No. 1 to the Agreement with the Camarillo Sanitary District Regarding Out-of-Agency Service to and Annexation of Certain Property at the Camarillo Airport, to Extend the Agreement by Five Years; Authorization for the Director of Airports to Sign Future Amendments Extending the Agreement, Upon Approval by County Counsel

Recommendations:

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

1. Approve, and authorize the Director of Airports or the Director's designee to sign, Amendment No. 1 (Exhibit 1) to the Agreement Affecting Real Property Regarding Out of Agency Service and Annexation (Agreement) between the Camarillo Sanitary District (District) and the County of Ventura for the provision of sewer services to the Camarillo Airport's northeast hangar development and the potential annexation to the District of all property containing the Airport's sewer system.
2. Authorize the Director of Airports or the Director's designee to sign future amendments to extend the Agreement, upon approval by County Counsel.

Projects Administrator Erin Powers provided staff's report.

Camarillo Airport Authority: Mayor Shawn Mulchay moved to approve staff's recommendations and Chair Susan Santangelo seconded the motion. All members voted in favor and the motion passed unanimously 4-0.

CAMARILLO & OXNARD AIRPORT AUTHORITY

D. Subject: Receive and File a Staff Update Regarding Draft Updated Monthly Noise Report Format and Fly Friendly VC Program

Recommendation:

Receive and file a staff update regarding draft updated monthly noise report format and Fly Friendly VC program.

Deputy Director Dave Nafie provided staff's report.

Camarillo Airport Authority: Vice-Chair Scott Barer moved to approve staff's recommendation and Mayor Shawn Mulchay seconded the motion. All members voted in favor and the motion passed unanimously 4-0.

Oxnard Airport Authority: Councilmember Bert Perello moved to approve staff's recommendation and Interim Chair Eugene Fussell seconded the motion. All members voted in favor and the motion passed unanimously 3-0.

7. DIRECTOR'S REPORT

- Staff is kicking off the new private hangar lease agreement process with COHOTA's leadership who have offered up their hangars for initial inspections. The first round of hangar inspections already took place and staff thought the process went smoothly. It will take staff a number of months to get through over 200 inspections and get the new leases signed.
- Regarding an update on the gates and security cameras at both airports, the project is funded and staff has been working with the vendor, Convergent. Staff expects that installation will be completed by the fourth quarter of this year.
- Jannette Jauregui, the Communications & Engagement Manager, is working on upgrading all the Airport social media outlets which include Facebook, Instagram, Twitter, and the Airport website. Jannette is moving forward to get important information out to the public and she is doing a great job.
- Serco, the contract tower facility at Oxnard Airport, has found a new tower manager. Joshua is expected to start in the middle of October.
- Per a request from Councilmember Bert Perello, staff created signage at Oxnard Airport to alert pilots about the residential areas nearby and to be a good neighbor. The FAA needs to approve installation of the signage. Once permission is granted, there will be signage at each end of the runway entrances.

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 – August 2022
Monthly Noise Complaints – August 2022
Consultant Reports (Coffman Associates) – August 2022
Consultant Reports (Jviation – Camarillo Airport) – August 2022
Consultant Reports (Jviation – Oxnard Airport) – June, July, August 2022
Consultant Reports (Mead & Hunt) – August 2022
Airport Tenant Project Status – September 2022
Project Status – September 2022
Financial Statements Fourth 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.

Article dated September 3, 2022 from Camarillo Acorn re: High Flying Airshow Fun

Article dated September 3, 2022 from Camarillo Acorn re: Raise the Roof

Article dated September 16, 2022 from VC Star re: Small Plane Lands at Marina Park

Letter dated September 20, 2022 from Projects Administrator Erin Powers to Jim Magglos, Waypoint Café re: Conceptual Approval of the Proposed Waypoint Café North Patio Improvements Located at Camarillo Airport; DR 22-08

Correspondence was received and filed.

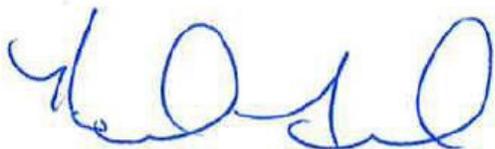
10. AUTHORITY COMMENTS

In response to a comment from a member of the public, Ms. Nickell, made earlier in the meeting, Public Member Scott Barer shared that if Ms. Nickell is aware of any illegally registered planes, he urged Ms. Nickell to report the information to the FAA and/or the Department of Airports. Additionally, in response to a comment from another member of the public, Ms. De La Torre, made earlier in the meeting, Mr. Barer indicated that she

raised a good point about the Cloud Nine project being up and running during the upcoming noise study. Mr. Barer would urge staff to consider whether the Cloud Nine project will increase the noise footprint around the airport, even if it means slightly delaying the noise study until the Cloud Nine hangars are operational.

11. ADJOURNMENT

There being no further business, the October 13, 2022 Camarillo Airport Authority and Oxnard Airport Authority meeting was adjourned at 7:42 p.m.

A handwritten signature in blue ink, appearing to read 'Keith Freitas', written in a cursive style.

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