



CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

MINUTES

May 11, 2023

1. CALL to ORDER and PLEDGE of ALLEGIANCE

CAA Chair, Scott Barer, called the meeting to order at 6:35 p.m. and lead the pledge of allegiance.

2. ROLL CALL

CAA PRESENT

Kelly Long
Vianey Lopez
Susan Santangelo
Martita Martinez-Bravo
Scott Barer

CAA ABSENT

OAA PRESENT

Kelly Long
Vianey Lopez
Bert Perello
Gabe Teran
Eugene Fussell

OAA ABSENT

Excused (E)

Late (L)

Alternate (Alt)

AIRPORT STAFF

Keith Freitas, Director
Dave Nafie, Deputy Director
Erin Powers, Projects Administrator
Jamal Ghazaleh, Fiscal Manager
Madeline Herrle, Lease Manager

COUNTY STAFF

None.

3. AGENDA REVIEW

No changes to the agenda.

4. APPROVAL OF MINUTES – March 9, 2023

Camarillo Airport Authority: Mayor Susan Santangelo moved to approve the March 9, 2023 meeting minutes and Councilmember Martita Martinez-Bravo seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

Oxnard Airport Authority: Councilmember Bert Perello moved to approve the March 9, 2023 meeting minutes and Councilmember Gabe Teran seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

5. PUBLIC COMMENT PERIOD

Public comments heard.

6. NEW BUSINESS

CAMARILLO AIRPORT AUTHORITY

A. Subject: Authorization for the Director of Airports or Designee to Terminate the Month-to-Month Lease with the State of California, Department of Food and Agriculture at 295 Durley Ave., Camarillo, CA.

Recommendation:

Authorize the Director of Airports or his designee to terminate the month-to-month lease with the State of California, Department of Food and Agriculture at 295 Durley Avenue, Camarillo (Exhibit 1).

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

B. Subject: Receive and File a Staff Update Regarding the Camarillo Airport Layout Plan Update. (ALP Update)

Recommendation:

Staff requests that your Commission/Authority receive and file a staff presentation on the progress of the ALP Update for Camarillo Airport.

Action: Mayor Susan Santangelo moved to receive and file the staff report and Councilmember Martita Martinez-Bravo seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

C. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Amendment No. 1 to the Consulting Services Contract for the Camarillo Airport Part 150 Noise Compatibility Study with Coffman Associates, Inc., Increasing the Total Amount of the Contract by \$35,000 to \$805,943, and Increasing the Airport's Cost Share of the Contract from \$42,402 to \$77,402.

Recommendation:

Staff requests that your Board: Approve, and authorize the Director of Airports or his designee to sign, Amendment No. 1 to the Consulting Services Contract with Coffman Associates, Inc., for the Camarillo Airport Part 150 Noise Compatibility Study, increasing the total amount of the contract by \$35,000 to \$805,943, and Increasing the Airport's Cost Share of the Contract from \$42,402 to \$77,402 (Exhibit 1).

Action: Supervisor Kelly Long moved to approve the staff's recommendation and Supervisor Vianey Lopez seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

OXNARD AIRPORT AUTHORITY

D. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Amendment No. 1 to the Consulting Services Contract for the Oxnard Airport Part 150 Noise Compatibility Study with Coffman Associates, Inc., Increasing the Total Amount of the Contract by \$35,000 to \$805,943, and Increasing the Airport's Cost Share of the Contract from \$42,402 to \$77,402.

Recommendation:

Staff requests that your Board: Approve, and authorize the Director of Airports or his designee to sign, Amendment No. 1 to the Consulting Services Contract with Coffman Associates, Inc., for the Oxnard Airport Part 150 Noise Compatibility Study, increasing the total amount of the contract by \$35,000 to \$805,943, and Increasing the Airport's Cost Share of the Contract from \$42,402 to \$77,402 (Exhibit 1).

Action: Councilmember Gabe Teran moved to approve the staff's recommendation. Councilmember Bert Perello seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

CAMARILLO and OXNARD AIRPORT AUTHORITY

E. Subject: Receive and File a staff Update Regarding the Camarillo and Oxnard FAR Part 150 Noise Compatibility Studies

Recommendations:

Staff requests that your Commission/Authority receive and file a staff presentation on the progress of the FAR Part 150 Noise Compatibility Studies for Camarillo and Oxnard Airports.

Camarillo Airport Authority: Chair Scott Barer moved to receive and file the motion and Councilmember Martita Martinez-Bravo seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

Oxnard Airport Authority: Supervisor Vianey Lopez moved to receive and file the motion and Councilmember Gabe Teran 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 2023-24 Rent and Fee Schedule, Effective July 1, 2023; 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 2023-24 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, 2023; 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 31-38 of Exhibit 1); and
3. Approve, adopt, and execute the resolution (pages 31-38 of Exhibit 1) establishing rents, fees, and insurance requirements for the Department.

Camarillo Airport Authority: After discussion, Mayor Susan Santangelo moved to approve the staff's recommendation and Chair Scott Barer seconded the motion. All members voted and the motion passed, with discretionary language added as to disabled aircrafts, 4-0 and one abstention from Chair Scott Barer.

Oxnard Airport Authority: After discussion, Councilmember Bert Perello moved to approve the staff's recommendation and Councilmember Gabe Teran seconded the motion. All members voted and the motion passed, with discretionary language added as to disabled aircrafts, 4-0 and one abstention from Chair Eugene Fussell.

G. Subject: Review of Fiscal Year 2023-24 Proposed Budget.

Recommendation:

Staff requests that your Commission and Authorities review and comment on the Department of Airports (DOA) proposed FY 2023-24 budget for Camarillo and Oxnard Airports; and Camarillo Roads and Lighting Enterprise Fund, as attached, and recommend approval of the Board of Supervisors.

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

Oxnard Airport Authority: Councilmember Gabe Teran 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.

H. Subject: Approval of the Five-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 2023 and 2024 Outlined in the CIP upon Notification from the Federal Aviation Administration and the California Department of Transportation Aeronautics Program That Funds Are Available; Supervisorial District Nos. 3 and 5.

Recommendations:

1. Approve the five-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) 2023 and 2024 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.

Camarillo Airport Authority: Councilmember Martita Martinez-Bravo moved to approve staff's recommendation and Mayor Susan Santangelo seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

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

7. DIRECTOR'S REPORT

- After over 18-Months out of service, the self-serve fuel island is back in service at Avex Aviation.
- Appreciation and special thanks to Barbara Filkins, who was gracious enough to do 9 touch-and-go flight tracks after concerns raised in flight tracking system of new VNOM's. All 9 on target and verified by Director, Keith Freitas and PIO, Janette Jauregui.
- Special acknowledgement to Eric Nelson for working with Barb Filkins to develop a new Fly Friendly VC Flight video. The video will provide pilot perspective when flying our recommended touch and go flight tracks and will also be viewable on the Airport website. More information to follow.
- Cloud-9 Hanger near Las Posas Road is in its final stages of completion and will have their first operational tenant in June of 2023.
- Golden West Aviation recognized for officially selling unleaded aviation fuel at the Oxnard Airport.
- Recognition to the Airport maintenance team for completing 3 safety upgrades to the fuel farm at Camarillo Airport that include new fencing, K-rails, and lighting.
- Recognition to Councilmembers Bert Perello and Gabe Teran for working with the Airport staff in addressing the complaints from Oxnard resident regarding the noise and stockpiling of soil at the project to reconstruct taxiway connectors A-E. Airport staff continues to work with contractors to reduce the noise and keep majority of operation at night. State Water Board has advised soil must be tested before being hauled off.
- Recognition to Supervisors Kelly Long and Vianey Lopez and their partnership with Regional Defense Partnership for the 21st Century (RDP-21) at the Washington D.C. meet in March.
- The progression of private hanger inspections continues with 224 inspections completed and transitioned from a month-to-month to 20-year leases. 35 private hanger inspections remain.

Directors Reports were 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 – February, March 2023
Monthly Noise Complaints – February, March 2023
Consultant Reports (Coffman Associates) – February, March 2023
Consultant Reports (Jviation – Camarillo Airport) – February, March 2023
Consultant Reports (Jviation – Oxnard Airport) – February, March 2023
Consultant Reports (Mead & Hunt) – February, March 2023
Airport Tenant Project Status – April 2023
Project Status – April 2023

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 March 23, 2023, from VC Star re: Oxnard residents voice airport noise complaints.

Letter dated March 24, 2023, to Granite Construction providing Notice to Proceed on Oxnard Taxiway connectors A-E.

Event summary from Oxnard Chapter of EAA promoting a Young Eagles Rally at Oxnard Airport on March 25, 2023.

Press Release dated March 29, 2023 from AVEX re: AVEX hosts Aircraft Safety Seminar at CMA – March 29, 2023. Department of Airports.

Advertisement for the ALP Update Public Information Workshop held on April 18 at the Camarillo Public Library.

Press Release from Department of Airports re: OXR Taxiway Construction, addressing concerns.

Article from Camarillo Acorn re: Officials ground airport disinformation.

Correspondence was received and filed.

10. AUTHORITY COMMENTS

Supervisor Vianey Lopez provides a friendly reminder of the Young Eagles Rally on June 17, 2023 from 12:00 p.m. to 4:00 p.m. at the Oxnard Airport. Those interested can sign up

ahead of time. Supervisor Lopez thanked Airport staff for their engagement in the community.

Supervisor Kelly Long passes a message from Bill Thomas that Wings of Camarillo is August 19-20, 2023. Bill Thomas shares his gratitude to all the volunteers, businesses and staff that work the event. Some highlights will be an FA 18-E Super Hornet Demo, 70th year of the end of the Korean Conflict, and Royce Williams, U.S. Navy Aviator will be retired as U.S. Marshall.

Chair Eugene Fussell gave a special thanks to Barb Filkins for all her work in the airport community. Chair Fussell continued by giving additional thanks to Directors and airport staff for the overall improvement at the airports.

Councilmember Marita Martinez-Bravo extends her gratefulness to the Directors and airport staff, especially Keith Freitas and all the directors that presented a thorough, but time efficient presentation.

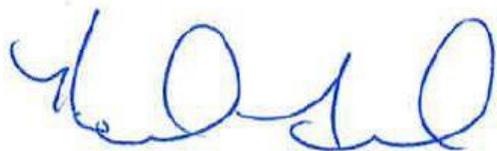
Councilmember Gabe Teran gave thanks to Keith Freitas and airport staff for swiftly addressing the concerns of Oxnard residents regarding noise, stockpiling of soil, and installing new fencing at the project to reconstruct taxiway connectors A-E.

Councilmember Gabe Teran gave a special acknowledgement to all mothers, and to those in mother-figure roles and wished them a Happy Mother's Day.

Councilmember Bert Perello proposes to Chair Scott Barer to adjourn the meeting by honoring the victims of the Point Mugu crash.

11. ADJOURNMENT

There being no further business, the May 11, 2023, meeting of the Camarillo Airport Authority and Oxnard Airport Authority was adjourned in honor of the Point Mugu crash victims by CAA Chair, Scott Barer, at 8:48 p.m.



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