

AVIATION ADVISORY COMMISSION

MINUTES

February 4, 2019

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Chair, Gary Jacobs, called the meeting to order at 7:18 p.m. and led the pledge of allegiance.

2. ROLL CALL

PRESENT

Gary Jacobs
Steve Weiss
Harvey Paskowitz
Adriana Van der Graaf
Bruce Hamous
James Flickinger
Robert Trimborn

ABSENT

Maggie Bird (E)
Bobby Williams (E)
Nanette Metz

Excused (E)
Late (L)

AIRPORT STAFF

Jorge Rubio
Erin Powers
Jamal Ghazaleh
Ana Castro

3. APPROVAL OF MINUTES – January 7, 2019

Steve Weiss moved to approve the January minutes and James Flickinger seconded the motion. Robert Trimborn abstained. All others voted in favor and the motion passed unanimously.

4. **PUBLIC COMMENT** - Citizens wishing to speak to the Commission 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**

- A. **Subject: Receive and File Report on Process for Termination of Month-to-Month Leases of Aircraft Storage Hangars**

Recommendation:

Staff requests that your Commission/Authorities receive and file the below report on the current process for termination of month-to-month leases of aircraft storage hangars.

Acting Director Jorge Rubio provided staff's report on this item and went over a PowerPoint presentation. Mr. Rubio explained that the department can terminate a month-to-month lease for cause and also for no-cause. He went on to describe the process for each method. It was clarified that the Fourteenth Amendment, as it pertains to loss of property, does not apply when a month-to-month lease is terminated due to the fact that a contract is in place. A question was posed as to who retains ownership of a private hangar should the tenant be evicted. It was clarified that if a tenant of a County-owned hangar is given a 30-day notice but refuses to vacate the property after the allotted time, the department would file an Unlawful Detainer action. It was also clarified that the month-to-month leases do not provide for an appeals process whereby the tenant can appeal a lease termination to another body such as the Aviation Advisory Commission or Airport Authorities.

Steve Weiss moved to approve staff's recommendation and Harvey Paskowitz seconded the motion. All others voted in favor and the motion passed unanimously.

B. Subject: Approval of the Five-Year Capital Improvement Plan (CIP) for Camarillo and Oxnard Airports; Authorization for the Director of Airports, or His Designee, to Apply for Grants to Fund Projects Scheduled for Federal Fiscal Years 2019 and 2020 Outlined in the CIP upon Notification from the Federal Aviation Administration and the California Department of Transportation Aeronautics Program That Funds Are Available

Recommendations:

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

1. Approve the five-year capital improvement plan (CIP) for Camarillo and Oxnard Airports (Attachment); and
2. Authorize the Director of Airports, or his designee, to apply for grants to fund the projects scheduled for federal fiscal years (FFY) 2019 and 2020 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. ***These projects are subject to approval in the County budget process, as explained below.***

Projects Administrator Erin Powers provided staff's report on this item and went over a PowerPoint presentation detailing the five-year Capital Improvement Plan (CIP) for Camarillo Airport and Oxnard Airport. Ms. Powers shared that the CIP only covers federally eligible projects and does not include non-grant projects.

Steve Weiss moved to approve staff's recommendations and Robert Trimborn seconded the motion. All others voted in favor and the motion passed unanimously.

7. DIRECTOR'S REPORT

Acting Director Jorge Rubio provided an update on the hangar leases. The department continues to meet with VCHOTA and another meeting is scheduled in the next couple of weeks.

Mr. Rubio shared that the County Executive Office still has an open nationwide recruitment to fill the director position and interviews will be scheduled in the next few weeks.

Mr. Rubio also shared that as a result of the government shutdown, air traffic controllers at Camarillo Airport were not paid. However, air traffic controllers at Oxnard Airport were paid by a contractor.

8. REPORTS

Monthly Activity Report – December 2018
Monthly Noise Complaints – December 2018
Airport Tenant Project Status – January 2019
Project Status – January 2019
Rotation Schedule
Meeting Calendar

Reports were received and filed.

9. CORRESPONDENCE

Letter dated January 8, 2019 from Madeline Herrle to Gerald Alves, APL re: Row "H" Hangar Project – Surety Bond

Letter dated January 24, 2019 from Jorge Rubio to Bill Burr, Burr Family Trust re: 65 Durley Ave, Camarillo, California – Camarillo Airport, Proposed Sale and Lease Assignment(s)

Correspondence was received and filed.

10. MISCELLANEOUS HANDOUTS

Information was received and filed.

11. INFORMATION

None.

12. COMMISSION COMMENTS

During the meeting, a discussion took place about whether an appeals process for tenants who are evicted from a hangar with no-cause can be incorporated into the lease agreement. Chair Gary Jacobs requested that this item be placed on the agenda for next month's meeting. Specifically, Mr. Jacobs asked County Counsel to report back to the Commission to see if there is a legal way to incorporate an appeals process into the month-to-month lease agreements and whether the Board of Supervisors would support this type of recommendation.

Commissioner Adriana Van der Graaf also requested that County Counsel report back on a process where a uniform message from the Commission can be transmitted to the Board of Supervisors. Currently each Commissioner reports back to the supervisor from their district and in this process only individual Commission member perceptions are transmitted.

Commissioner Harvey Paskowitz requested that another item be placed on next month's agenda. Specifically, Mr. Paskowitz requested a review of the bylaws for the Aviation Advisory Commission and suggested that a sub-committee be formed to potentially make recommendations to modify the bylaws. Chair Gary Jacobs formally requested that a review of the bylaws be placed on next month's agenda however he stated that any recommendations to modify the bylaws may have to be a separate agenda item. Chair Jacobs also requested that department staff provide Commission members with the latest bylaws.

13. ADJOURNMENT

There being no further business, the February 4, 2019 meeting of the Aviation Advisory Commission was adjourned at 8:32 p.m.

A handwritten signature in blue ink, appearing to read 'J. Rubio', with a period at the end.

JORGE E. RUBIO, A.A.E.
Administrative Secretary