



AVIATION ADVISORY COMMISSION

MINUTES

December 6, 2021

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Robert Trimborn, called the meeting to order at 7:01 p.m. and led the pledge of allegiance.

2. ROLL CALL

PRESENT

Robert Trimborn
Maggie Bird
Adriana Van der Graaf
Bobby Williams
Bruce Hamous
Steve Weiss
Steve Tannehill

Excused (E)

Late (L)

AIRPORT STAFF

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

ABSENT

James Flickinger
Gary Jacobs (E)
Nanette Metz (E)

3. AGENDA REVIEW

No changes to the agenda.

**4. APPROVAL OF MINUTES – November 1, 2021 (Regular Meeting)
November 15, 2021 (Special Meeting)**

Maggie Bird moved to approve the November 1, 2021 minutes and Steve Weiss seconded the motion. All Commissioners voted in favor and the motion passed unanimously 6-0. Bruce Hamous was absent for the vote.

Maggie Bird moved to approve the November 15, 2021 minutes and Steve Weiss seconded the motion. Steve Weiss abstained. All other Commissioners voted in favor and the motion passed unanimously 5-0. Bruce Hamous was absent for the vote.

- 5. 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.

Public comments heard.

6. NEW BUSINESS

- A. Subject: Approval and Award of a Design Services Contract to Jviation, a Woolpert Company, in the Not-to-Exceed Amount of \$393,775, for the Repackage and Design of Select Elements for the Connector Taxiways A-E Reconstruction at Oxnard Airport; Authorization for the Director of Airports, or Designee, to Execute the Subject Contract**

Recommendation:

Approve and award of a design services contract to Jviation, a Woolpert Company, in the not-to-exceed amount of \$393,775, for the repackage and design of select elements for the Connector Taxiways A-E Reconstruction at Oxnard Airport; Authorization for the Director of Airports, or Designee, to execute the subject contract (Exhibit 1).

Director Keith Freitas introduced the item and stated that projects administrator Erin Powers will provide staff's report. Ms. Powers explained the design services contract and stated that the department is looking to put the project out to bid in January. In response to an inquiry posed by Commissioner Steve Tannehill, Ms. Powers explained project funding and costs. In response to an inquiry posed by Commissioner Bobby Williams, Ms. Powers explained that when the taxiway connectors are reconstructed, the connectors must be brought up to federal design standards as part of federal requirements.

Steve Weiss moved to approve staff's recommendation and Maggie Bird seconded the motion. All Commissioners voted in favor and the motion passed unanimously 7-0.

B. Subject: Adoption of Resolution #4 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period

Recommendation:

Adopt the attached Resolution #4 (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

Director Keith Freitas provided staff's report. Commissioner Steve Weiss stated that County representatives need to speak to legislators to address the requirement of the Commission having to vote on the resolution every 30 days. Chair Robert Trimborn shared that the City Council of Santa Barbara passes this resolution for all of its board and commissions so that each one of them do not have to pass it. Mr. Trimborn requested that airport staff explore whether the same process can be done for the County of Ventura. Director Freitas shared that Contra Costa County has a similar process to the City of Santa Barbara, and that he has directed staff to see if this process can be implemented.

Adriana Van der Graaf moved to approve staff's recommendation and Bruce Hamous seconded the motion. All Commissioners voted in favor and the motion passed unanimously 7-0.

7. DIRECTOR'S REPORT

Deputy Director Dave Nafie shared the number of noise complaints and airport operations at Camarillo and Oxnard Airports for the month of October. Mr. Nafie

also provided current hangar availability and waitlist information for Camarillo and Oxnard Airports.

Director Keith Freitas shared that the Oxnard Airport Runway Reopening Ceremony took place on November 12, 2021 and he recognized staff for their efforts on the project. Mr. Freitas added the project was completed on budget and on time. Director Freitas also shared that the department is hosting a noise forum on December 16, 2021. Mr. Freitas added that attendees will include community members from the neighborhood councils, air traffic control staff, local elected officials, flight school operators, and airport staff. The purpose of the forum is to help airport staff clearly identify what the issues are and identify solutions that can be incorporated into the airport's fly neighborly program.

Report was received and filed.

8. REPORTS

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

Consultant Reports – October 2021
Airport Tenant Project Status – November 2021
Project Status – November 2021

Reports were received and filed.

9. CORRESPONDENCE

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

Press Release dated November 12, 2021 re: Ventura County Department of Airports Celebrates Reopening of Runway

Memorandum dated November 17, 2021 from Madeline Herrle to Camarillo Airport Tenants re: Mobile Mechanics - Airplane Repairs

Correspondence was received and filed.

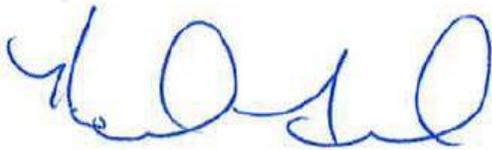
10. COMMISSION COMMENTS

Commissioner Steve Tannehill asked Director Freitas and Deputy Director Nafie how the community should deal with or register a complaint for planes that have blocked their tail numbers. Director Freitas shared that the FAA allows pilots to block their tail number and added that airport staff is looking into some other tracking options which include new technology. Mr. Tannehill commented that he would like to receive meeting materials sooner.

11. ADJOURNMENT

Bruce Hamous moved to adjourn the meeting and Steve Weiss seconded the motion.

There being no further business, the December 6, 2021 meeting of the Aviation Advisory Commission was adjourned at 7:58 p.m.



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