



AVIATION ADVISORY COMMISSION

MINUTES

April 4, 2022

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Adriana Van der Graaf, called the meeting to order at 7:01 p.m. and led the pledge of allegiance.

2. ROLL CALL

PRESENT

Adriana Van der Graaf
Bobby Williams
Maggie Bird
Robert Trimborn
Nanette Metz
Steve Weiss
Steve Tannehill

Excused (E)

Late (L)

AIRPORT STAFF

Keith Freitas, Director
Dave Nafie, Deputy Director
Madeline Herrle, Lease Manager
Ana Castro, Program Administrator

COUNTY STAFF

Tom Temple, Assistant County Counsel

ABSENT

Gary Jacobs (E)
James Flickinger

3. AGENDA REVIEW

No changes to the agenda.

4. APPROVAL OF MINUTES – February 7, 2022 March 7, 2022

Commissioner Steve Tannehill requested the February 7, 2022 minutes be amended at the top of page 9 of the packet, end of the section, to include the following language, “In response to a question from Commissioner Tannehill, Director Freitas confirmed that foam is no longer discharged into the soil.” Director Keith Freitas acknowledged that the statement was correct and he had no issue with the change. Steve Weiss moved to approve the amended February 7, 2022 minutes and Steve Tannehill seconded the motion. All Commissioners voted in favor and the motion passed unanimously 7-0.

Robert Trimborn moved to approve the March 7, 2022 minutes and Steve Weiss seconded the motion. All Commissioners voted in favor and the motion passed unanimously 7-0.

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. Director Keith Freitas informed Commissioners that Scott Akina resigned from the Commission effective March 28, 2022.

6. NEW BUSINESS

- A. **Subject: Consider Adoption of Resolution #9 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period**

Recommendation:

Consider adoption of Resolution #9 (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.

Steve Tannehill moved to approve staff's recommendation and Robert Trimborn seconded the motion. All Commissioners voted and the motion passed 6-1.

Yes: Adriana Van der Graaf, Bobby Williams, Maggie Bird, Robert Trimborn, Nanette Metz, Steve Tannehill

No: Steve Weiss

B. Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, the revised 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:

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

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

C. Subject: Review, Discuss, and Provide Direction to Staff as to Format and Content of a Draft Voluntary Noise Abatement Procedure Pilot Guide

Recommendation:

Staff requests that your Commission/Authorities review a draft Voluntary Noise Abatement Procedure Pilot Guide (Pilot Guide) and provide direction to staff regarding the format and content of the document.

Deputy Director Dave Nafie provided a brief staff's report. Commissioner Robert Trimborn suggested the crosswind turn and downwind leg be rounded up to 750 feet MSL and 1,050 feet MSL, respectively. Mr. Trimborn also mentioned that the 3D version

of the guide reflects a 700 feet MSL on the crosswind turn contradicting the indication of the 744 feet MSL on the first page of Exhibit 1. Commissioner Steve Tannehill reinforced the idea of an enforcement mechanism and would like to see the turn along the shoreline adjusted so that planes are pushed out over the water and not over the homes and beaches. Mr. Trimborn also expressed that he thought the document should include the following wording, "recommended noise abatement procedures".

D. Subject: Receive and File a Presentation Regarding Landing Fees for Aircraft Operations at Oxnard & Camarillo Airports and Noise Mitigation Measures

Recommendation:

Staff recommends that the Commission/Authorities receive and file a presentation regarding landing fees for aircraft operations at Oxnard & Camarillo Airports and noise mitigation measures.

Director Keith Freitas reviewed a PowerPoint presentation and received Commission comments and concerns.

E. Subject: Approval of the Final Form Hangar Lease Agreement for Privately Owned Hangars at the Camarillo and Oxnard Airports to Replace Month-to-Month Leases with Term Leases; Authorization for the Director of Airports or His Designee to Terminate All Existing Month-to-Month Hangar Lease Agreements for Privately Owned Hangars and to Sign the Revised Form Lease Agreement with Tenants of Existing Hangars

Recommendation:

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

1. Approve the final form hangar lease agreement for privately owned hangars at the Camarillo and Oxnard Airports (Exhibit 1), to replace the current month-to-month leases with term leases; and
2. Authorize the Director of Airports or his designee to terminate all existing month-to-month lease agreements for privately owned hangars and to sign the revised form lease agreement in Exhibit 1 with tenants of existing privately owned hangars.

Director Keith Freitas introduced Jon George, president of the Camarillo Oxnard Hangar

Owners and Tenants Association (COHOTA) who reviewed a PowerPoint presentation on behalf of COHOTA.

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

7. DIRECTOR'S REPORT

Director Keith Freitas provided an update on the Cloud Nine project. RKR (the developer of Cloud Nine) received approval for permits from the City of Camarillo on March 9th and they also received building permits on March 29th from Ventura County. Mr. Freitas also provided an update on the AVEX self-serve fuel farm. Due to the change of ownership and supply chain issues, AVEX expects to have the self-serve island back in service by June. AVEX ownership is currently providing fuel truck delivery at the same rate as self-serve.

Director Freitas mentioned that there are two parcels at Oxnard Airport for which staff will put out a solicitation. One is a 5-acre parcel next to Aspen Helicopters and the tower, and the other is a 7-acre parcel near Hangars 2 and 3. Mr. Freitas also discussed the Oxnard Airport Taxiway Connector project and shared that the bid opening is set for April 26th. At this point the Federal Aviation Administration (FAA) is providing about 3 million, but the total project cost is about 6 million. The department is hoping that the FAA provides additional funding. If they do not then the department will phase the project once again and only do a few of the connectors and come back for additional funding.

Director Freitas shared that there will not be a budget workshop, but there will be a budget presentation at the regular meetings of the Commission and Airport Authorities. Finally, Mr. Freitas informed the Commission about the departure of the Oxnard Air Traffic Manager, Mr. Roger Green, who officially left at the end of March. Lee Westfall is serving as Acting Manager until a replacement manager is hired.

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.

Monthly Activity Report – February 2022
Monthly Noise Complaints – February 2022
Consultant Reports – February 2022
Airport Tenant Project Status – March 2022
Project Status – March 2022
Meeting Calendar

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.

None.

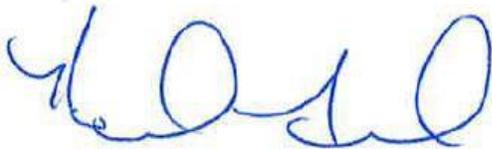
10. COMMISSION COMMENTS

Commissioner Robert Trimborn inquired about whether there is a word limit for written public comments that are received and read into the record. Program Administrator Ana Castro shared that there is a 250 word limit.

Commissioner Steve Tannehill thanked Ana Castro for all the good work she does.

11. ADJOURNMENT

There being no further business, the April 4, 2022 meeting of the Aviation Advisory Commission was adjourned at 9:13 p.m.



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