



COUNTY of VENTURA
Department of Airports

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NOTICE IS HEREBY GIVEN
that the Regular Meeting of the
Camarillo Airport Authority and Oxnard Airport Authority
will be held on:

Thursday September 8, 2022 6:30 P.M.

**DEPARTMENT OF AIRPORTS
ADMINISTRATION OFFICE
CONFERENCE ROOM
555 AIRPORT WAY, SUITE B
CAMARILLO, CA**

IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e)(1)(A) AND IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS AND LOCAL HEALTH OFFICER RECOMMENDATION REGARDING SOCIAL DISTANCING, THE AIRPORT ADMINISTRATION CONFERENCE ROOM IS CURRENTLY CLOSED TO THE PUBLIC.

THIS MEETING IS BEING CONDUCTED ELECTRONICALLY. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO THE INSTRUCTIONS BELOW.

1. You may join the meeting via **Zoom**. See last page for detailed instructions about participating in the meeting via Zoom.
2. You may observe the meeting via the **Department of Airports YouTube channel** https://www.youtube.com/channel/UC4jLWASMGn4wTrEPdT8BOTQ?view_as=subscriber
3. Public Comment Options
 - a. **Email** – You may submit your comment, limited to 250 words or less, via email by 6:00 p.m. on Thursday, September 8, 2022 to Airport Staff at AirportInfo@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 6.A.). When the Authorities reach your item of interest on the agenda, Airport Staff will read your comment during the time for public comments.
 - b. **Zoom** – You may provide verbal comments during the meeting. See last page for detailed instructions about participating in the meeting via Zoom.

AGENDA

1. CALL to ORDER and PLEDGE of ALLEGIANCE
2. ROLL CALL
3. AGENDA REVIEW
4. APPROVAL of MINUTES – July 14, 2022 (Pages 8-19)
5. PUBLIC COMMENT PERIOD

Comments will be limited to a maximum of three minutes per item. The public comment period is reserved for issues NOT on the agenda.

If you wish to make a public comment on Agenda Item #5, please press the raise hand button, or if you are calling in, press star (*) then 9 to be added to the speaker queue when prompted by the Chair of the Airport Authority.

6. NEW BUSINESS

CAMARILLO AIRPORT AUTHORITY

A. **Subject:** Receive and File Regarding Planned Pavement Repairs in 2023 for the Camarillo Airport Runway 8-26 Centerline and Taxiway A (Pages 20-21)

Recommendation:

Receive and file this notice regarding the planned pavement repairs in 2023 for the Camarillo Airport Runway 8-26 Centerline and Taxiway A project.

B. **Subject:** Approval of, and Authorization for the Director of Airports or Designee to Sign, the Third Amendment to Lease with Studio Wings, a California Corporation, for 65A Durley Avenue at the Camarillo Airport (Pages 22-26)

Recommendation:

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

Approve, and authorize the Director of Airports or his designee to sign, the Third Amendment to the lease with Studio Wings for 65A Durley Avenue at the Camarillo Airport (Exhibit 1).

C. **Subject:** Approval of, and Authorization for the Director of Airports or Designee to Sign, the Third Amendment to Lease with Brett & Tina Marie Lee for 65B Durley Avenue at the Camarillo Airport (Pages 27-30)

Recommendation:

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

Approve, and authorize the Director of Airports or his designee to sign, the Third Amendment to the lease with Brett & Tina Marie Lee for 65B Durley Avenue at the Camarillo Airport (Exhibit 1).

D. Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, the Lease Agreement with Sky 805, LLC for 265, 275 and 305 Durley Avenue at the Camarillo Airport (Pages 31-60)

Recommendation:

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

Approve, and authorize the Director of Airports or his designee to sign, the Lease Agreement with Sky 805, LLC at 265, 275 and 305 Durley Avenue at the Camarillo Airport (Exhibit 1).

E. Subject: Consider Adoption of Resolution #13 Authorizing Remote Teleconference Meetings of the Camarillo Airport Authority Pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act (Pages 61-67)

Recommendation:

Consider adoption of Resolution #13 (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.

OXNARD AIRPORT AUTHORITY

F. Subject: Consider Adoption of Resolution #13 Authorizing Remote Teleconference Meetings of the Oxnard Airport Authority Pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act (Pages 68-74)

Recommendation:

Consider adoption of Resolution #13 (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.

G. Subject: Receive and File Regarding Updated Construction Schedule for the Oxnard Airport Taxiway Connectors A, B, C, D and E Reconstruction Project (Pages 75-76)

Recommendation:

Receive and file an update regarding the construction schedule planned for the reconstruction of Taxiway Connectors A, B, C, D and E at Oxnard Airport.

- H. Subject: Approval and Award of a Construction Administration Services Contract to Jviation, a Woolpert Company, in the Not-to-Exceed Amount of \$716,589, for the Taxiway Connectors Pavement Reconstruction Project at Oxnard Airport; Authorization for the Director of Airports, or Designee, to Execute the Subject Contract**
(Pages 77-112)

Recommendations:

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

1. Approve and award a construction administration services contract (Exhibit 1) to Jviation, a Woolpert Company, in the not-to-exceed amount of \$716,589, for the Taxiway Connectors Pavement Reconstruction at Oxnard Airport; and
2. Authorize the Director of Airports, or his designee, to execute the subject contract.

- I. Subject: Receive and File Report on Potential Development of Two Aviation Parcels at Oxnard Airport** (Pages 113-118)

Recommendation:

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

Receive and file a report on potential development of a 5-acre parcel by Fly 805, LLC, and a 7-acre parcel by Urban Air Mobility, LLC, at the Oxnard Airport.

CAMARILLO & OXNARD AIRPORT AUTHORITY

- J. Subject: Approval of Voluntary Noise Abatement Procedure Pilot Guides for Camarillo and Oxnard Airports** (Pages 119-124)

Recommendation:

Approve Voluntary Noise Abatement Procedure Pilot Guides for Camarillo and Oxnard Airports.

7. DIRECTOR'S REPORT

8. REPORTS (Pages 125-147)

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 – June, July 2022
Monthly Noise Complaints – June, July 2022
Consultant Reports (Coffman Associates) – June, July 2022
Consultant Reports (Aviation – Camarillo Airport) – June, July 2022
Consultant Reports (Aviation – Oxnard Airport) – June, July, August 2022
Consultant Reports (Mead & Hunt) – August, 2022
Airport Tenant Project Status – August 2022
Project Status – August 2022
Meeting Calendar

9. CORRESPONDENCE (Pages 148-166)

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 July 2, 2022 from Camarillo Acorn re: Hangar Development Purchases Channel Islands Aviation

Letter dated July 11, 2022 from Director Keith Freitas to Master Plan Public Advisory Committee Members re: Transition of the Camarillo Airport – Master Plan to an Airport Layout Plan Update & Narrative Report

Letter dated July 12, 2022 from Lease Manager Madeline Herrle to Charles McLaughlin, Fly805 LLC re: Development Project – 5 acre parcel – Oxnard Airport

Letter dated July 12, 2022 from Lease Manager Madeline Herrle to Mark Scott, Urban Air Mobility, LLC re: Development Project – 7 acre parcel – Oxnard Airport

Article dated July 20, 2022 from VC Reporter re: Friendlier Skies? Airport Director Hopes Layout Plan, Improved Communication Will Settle Turbulent Relations with Camarillo Officials

Letter dated August 3, 2022 from Deputy Director Dave Nafie re: Camarillo Airport Hours of Operation Departures Between 12:00am and 5:00am

Notice dated August 4, 2022 from Camarillo Airport Operations Supervisor to Camarillo Airport Tenants – Tie Down Rows 13, 14, 15, 16 & 17 re: Temporary Aircraft Relocation for Wings Over Camarillo Air Show

Article dated August 18, 2022 from VC Star re: Ultralight Crash at Camarillo Airport

Article dated August 20, 2022 from Camarillo Acorn re: Sky's the Limit at Camarillo Air Show

Letter dated September 1, 2022 from Deputy Director Dave Nafie re: Camarillo Airport Hours of Operation Departures Between 12:00am and 5:00am

10. AUTHORITY COMMENTS – Comments by Authority members on matters deemed appropriate.

11. ADJOURNMENT

The next regular Authority meeting will be on Thursday, October 13, 2022 at 6:30 p.m. Location to be determined.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT LIA VEGA AT (805) 388-4372. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE DEPARTMENT OF AIRPORTS TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



Webinar Instructions

Public link to Zoom webinar:

<https://us06web.zoom.us/j/89066803981?pwd=eUt1bHhKRlhTVUhaYmlGUVJFemxldz09>

Webinar ID: 890 6680 3981
Passcode: 707527
Phone Numbers: 1-669-900-6833
1-253-215-8782

Cell Phone or Computer with Audio (Microphone) Feature: Click on the link above and enter passcode. Enter your name so we may call on you when it is your turn to speak.

The Chairperson will ask if anyone wishes to speak to the item. At that time, raise your hand by clicking the Raise Hand button. Follow the instructions below regarding Speaking.

Computer without Audio (Microphone) Feature: Click on the link above and enter passcode. This will allow you to view and listen to the meeting. In order to speak, follow the instructions below for Telephone.

Telephone: You may observe the meeting via the Department of Airports YouTube channel. If you are interested in speaking to an item, you can call into one of the phone lines listed above, and when prompted enter the Webinar ID and Passcode shown above. Once in the meeting, you will be listening to the meeting through your phone handset.

The Chairperson will ask if anyone wishes to speak to the item. At that time, raise your hand by dialing *9. Follow the instructions below regarding Speaking.

Speaking

When it is your turn to speak, the Chairperson will call your name or the last 4 digits of your phone number if you are calling from a phone, and you will have 3 minutes to speak. Please ensure that all background noise is muted (TV, radio, etc.). You will be prompted to unmute your microphone/phone. Unmute and begin speaking; start by stating your name.

The timer on the screen will count down your 3 minutes. The timer starts green indicating you have 3 minutes; when the time hits 1 minute remaining, the timer will change to yellow; when the 3 minutes have elapsed, the timer will turn red. At that time, your microphone will be muted and we will move onto the next speaker. If you called in on one of the phone lines listed above, you will not be able to see the timer. Instead, you will be prompted when the 3 minutes has begun; when the time hits 1 minute remaining; when the 3 minutes have elapsed.

