



AVIATION ADVISORY COMMISSION

MINUTES

October 11, 2023

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Maggie Bird, called the meeting to order at 6:30 p.m. and Commissioner Steve Tannehill led the pledge of allegiance.

2. ROLL CALL

PRESENT

Maggie Bird
Matthew Johnston
Jerold Abramson
John Corneau
Steve Tannehill

Excused (E)

Late (L)

Absent (A)

ABSENT

Shane Warburton (A)
Adriana Van der Graaf (E)
Steve Weiss (E)
Buzz Patterson (E)
James Flickinger (A)

AIRPORT STAFF

Keith Freitas, Director of Airports
Dave Nafie, Deputy Director
Erin Powers, Projects Administrator
Jannette Jauregui, Communications & Engagement
Manager
Denise Arreola, Management Assistant

3. AGENDA REVIEW

No changes to the agenda.

4. APPROVAL OF MINUTES – September 13, 2023

Commissioner Steve Tannehill commented that the September minutes, agenda item #6.E., only reflect that he voted against the FAA grant money for the taxiway due to the fact that airline service traffic is not coming back. Commissioner Tannehill stated that he was also concerned with the high cost, and the scope and scale of the costs that were near 40 million dollars. He requested that these two elements be captured in the October 11, 2023, meeting minutes as reasons for what led to his vote on that item.

Action: Jerrold Abramson moved to approve the September 13, 2023, minutes and John Corneau seconded the motion. All members voted and the motion passed 4-0 with one abstention from Matthew Johnston.

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.

No public comments.

6. NEW BUSINESS

- A. **Subject: Review and Approval of the 2024 Aviation Advisory Commission Meeting Calendar**

Recommendation:

Staff requests that your Commission review and approve the 2024 Aviation Advisory Commission meeting calendar.

Keith Frietas, Director of Airports, briefly addressed questions from the Commission.

Action: Matthew Johnston moved to approve 2024 Aviation Advisory Commission calendar and John Corneau seconded the motion. All members voted and the motion passed unanimously 5-0.

B. Subject: Receive and File a Monthly Staff Update from Communications and Engagement Manager Regarding Ventura County Airports

Recommendation:

Receive and file a monthly staff update from Communications and Engagement Manager regarding Ventura County Airports.

Jannette Jauregui, Communications and Engagement Manager, presented the item with a feature story about Al Cossey from Angel Flight. Comments were welcomed from the Commissioners.

Action: Without motion, the Commission receives the monthly update regarding Ventura County Airports.

C. Subject: Receive and File Financial Reports for the Period Ending June 30, 2023

Recommendation:

Staff requests that your Commission/Authorities receive and file the unaudited financial reports for the period ending June 30, 2023.

Keith Freitas, Director of Airports, presented the item with a short presentation. Questions regarding the financial reports were received and addressed.

Action: Without motion, the Commission receives the unaudited financial reports for the period ending June 30, 2023.

D. Subject: Receive and File a Staff Update on Current Part 150 Noise Compatibility Studies for Camarillo and Oxnard Airports

Recommendation:

Receive and file an update on current Part 150 airport noise compatibility studies for Camarillo and Oxnard Airports.

Projects Administrator Erin Powers presented the item. Comments were received from the Commissioners.

Action: Without motion, the Commission receives the update on current Part 150 Noise Compatibility Studies.

7. DIRECTOR'S REPORT

The Ventura County Management Council was welcomed by the Department of Airports as they hosted approximately 25 County of Ventura managers at the Airport Administration Office, followed by the Viewport area near the Waypoint Café. Deputy Director Dave Nafie was a guest speaker at the event and provided information about the Department of Airports.

The timeline of the private hangar lease transition was updated after receiving feedback from Authority members. The notice of final date to complete documentation has been pushed to December 1, 2023, for the last 25 or so private hangars.

At the last Commission meeting, an inquiry was made regarding an auto pay feature on the payment portal app. The Department continues to work with the developer on that feature and hopes to have more information at the next meeting.

The Board of Supervisors authorized the Department to purchase an Airport Rescue and Fire Fighting (ARFF) vehicle in the amount of \$14,000. While the Department budgeted for a new ARFF truck, it was a better option to purchase a slightly used vehicle and do some upgrades. The Department expects to get 10 years out of the ARFF truck. The paperwork is being finalized for signature and the ARFF truck will be delivered and operational by the end of the year.

Department of Airport staff participated in team building exercises at the Strategic Planning meeting held on October 11, 2023, at the Administration Office. The kickoff meeting provided survey feedback from internal and external stakeholders. The purpose of the meeting is to help Department staff envision where the Department is headed over the next 10-years. The meeting was positively received. Further updates to follow as staff moves through the process.

The Department will host their second Airport Layout Plan meeting at the Camarillo Library located at 4101 Las Posas Road in Camarillo from 5:30 p.m. to 7:30 p.m. on November 14, 2023.

Director's 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 – August 2023
Monthly Noise Complaints – August 2023
Consultant Reports (Coffman Associates) – August 2023
Consultant Reports (Aviation – Camarillo Airport) – August 2023
Consultant Reports (Aviation – Oxnard Airport) – August 2023
Airport Tenant Projects –September 2023
Project Status Report – September 2023
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.

Letter to Accurate Steel of Ohio LLC dated September 1, 2023, from Communications & Engagement Manager Janette Jauregui re Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Letter to 9K Air LLC dated September 1, 2023, from Communications & Engagement Manager Janette Jauregui re Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Letter to Noel Air LLC dated September 11, 2023, from Communications & Engagement Manager Janette Jauregui re Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Department of Airports News dated September 14, 2023, re Local Pilot Volunteers Time, Resources to Conservation Work

Newspaper posting in Vida Bilingual Newspaper dated September 21, 2023 re Community Invitation to Part 150 Study at Oxnard Performing Arts Center

Article dated September 23, 2023, by Camarillo Acorn re Community Invited to Airport Noise Workshop (including flyer)

Article dated September 24, 2023, by Vida, a Bilingual Publication re Mural Dedication in Honor of Carmen Ramirez

Department of Airports Airport Noise Study Fact Sheet for Part 150 Studies in Camarillo and Oxnard dated September 2023

Correspondence was received and filed.

10. COMMISSION COMMENTS

Commissioner Steve Tannehill states he noticed there was an increase in complaints reflected in the Camarillo noise report for the month of August, and he was curious as to what might have caused the spike. Jannette Jauregui, Communications and Engagement Manager, addressed the question stating that any increase would be attributed to the Wings Over Camarillo Air Show.

11. ADJOURNMENT

There being no further business, a motion to adjourn the October 11, 2023, meeting of the Aviation Advisory Commission was made by Jerrold Abramson and seconded by Matthew Johnston at 7:06 p.m.

The next regular Commission meeting is scheduled on **Wednesday, November 8, 2023, at 6:30 p.m.** in the Department of Airports Administration Office Conference Room, 555 Airport Way, Suite B, Camarillo, California.



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