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NOTICE IS HEREBY GIVEN
that the Regular Meeting of the Aviation Advisory Commission
will be held on:

Tuesday **September 8, 2020** **7:00 P.M.**

**CITY OF CAMARILLO
COUNCIL CHAMBERS
601 CARMEN DRIVE
CAMARILLO, CA**

IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE CALIFORNIA GOVERNOR'S EXECUTIVE ORDER AND THE COUNTY OF VENTURA PUBLIC HEALTH OFFICER'S LOCAL ORDER.

IN ORDER TO MINIMIZE THE SPREAD OF THE NOVEL CORONAVIRUS, THE COUNCIL CHAMBERS WILL NOT BE OPEN TO THE PUBLIC. THE FOLLOWING PROVIDES INFORMATION ABOUT HOW TO OBSERVE AND/OR PARTICIPATE IN THE MEETING:

1. Observe the Aviation Advisory Commission meeting via live broadcast on the Local Government Channels – Spectrum Channel 10 and Frontier Channel 29, **or** via the Department of Airports YouTube channel
https://www.youtube.com/channel/UC4jLWASMGn4wTrEPdT8BOTQ?view_as=subscriber
2. Public Comment Options
 - a. You may contact the Department of Airports office at (805) 388-4211, or by email at AirportInfo@ventura.org, by 5:00 p.m. on Tuesday, September 8, 2020, and provide your name, your phone number and your item of interest. When the Commission reaches your item of interest on the agenda, Airport Staff will call you at the phone number you provided during the time for public comments. Your comments will be limited to three minutes.
 - b. If you wish to make a comment on a specific agenda item, please submit your comment, limited to 250 words or less, via email by 5:00 p.m. on Tuesday, September 8, 2020 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 Commission reaches your item of interest on the agenda, Airport Staff will read your comment during the time for public comments.

- c. If you are watching the live broadcast of the meeting and would like to make either a general public comment (Item 4) for airport related items not on the agenda or to comment on a specific agenda item as it is being heard, please submit your comment, limited to 250 words or less, via email to Airport Staff at AirportInfo@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 6.A.). Every effort will be made to read your comment during the time for public comments when the Commission reaches your item of interest on the agenda.

AGENDA

1. **CALL to ORDER and PLEDGE of ALLEGIANCE**
2. **ROLL CALL**
3. **APPROVAL of MINUTES – July 6, 2020**
4. **PUBLIC COMMENT PERIOD**
5. **NEW BUSINESS**

- A. **Subject: Receive and File a Summary of the Tenant Workshop Held on August 25, 2020 for the Oxnard Airport Runway 7-25, Taxiway Connectors, and Parallel Taxiway Pavement Reconstruction Project.**

Recommendation:

Staff requests that your Commission/Authority receive and file a summary of the tenant workshop held on August 25, 2020 for the Oxnard Airport Runway 7-25, Taxiway Connectors, and Parallel Taxiway Pavement Reconstruction Project.

- B. **Subject: Approval of, and Authorization for the Director of Airports or his Designee to Execute, the Fifth Amendment to Lease with Fresh Concepts, LLC to Expand the Leased Premises.**

Recommendation:

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

Approve, and authorize the Director of Airports or his designee to execute, the Fifth Amendment to Lease with Fresh Concepts, LLC (Fresh Concepts) for additional area to be added to the leased premises.

6. **UNFINISHED BUSINESS**

- A. **Subject: Review Proposed Amended Bylaws of the Ventura County Aviation Advisory Commission and Recommend Adoption by Board of Supervisors.**

Recommendation:

Staff requests that your Commission review proposed Amended Bylaws of the Ventura County Aviation Advisory Commission and recommend to the Board of Supervisors that it adopt by Resolution the proposed Amended Bylaws.

7. DIRECTOR'S REPORT

8. REPORTS

Monthly Activity Report – June, July 2020
Monthly Noise Complaints – June, July 2020
Consultant Reports – June, July 2020
Airport Tenant Project Status – August 2020
Project Status – August 2020
Rotation Schedule
Meeting Calendar

9. CORRESPONDENCE

Letter dated June 25, 2020 from Dave Nafie to Charlotte Jones, Federal Aviation Administration Western-Pacific Region re: OXR Airport Operating Certificate – Class III; Annual Tabletop Exercise; Request for Extension

Letter dated June 25, 2020 from Erin Powers to Mike Barrow, Toro Enterprises, Inc. re: Camarillo Airport – NE Hangar Development, Phase 1 Construction Project; FAA AIP No.: 3-06-0339-036-2017; Spec. No. DOA 17-01; Proj. No. CMA-195; Utilization of Unlisted Subcontractor; D & D Laser Screed

Letter dated June 29, 2020 from Madeline Herrle to Jackie Rose, Ventura County Animal Services re: Memorandum of Understanding – Camarillo Airport Business Park

Letter dated July 1, 2020 from Madeline Herrle to Mario Pena, Dba N & N Transport re: Parking Lot Lease – Camarillo Airport Business Park

Letter dated July 8, 2020 from Madeline Herrle to Mark Sullivan, The Law Office of Mark F. Sullivan re: Public Records Request dated June 16, 2020

Letter dated July 31, 2020 from John Feldhans to Airport Response Partner re: Annual Oxnard Airport Table Top Exercise

Letter dated August 12, 2020 from Kip Turner to Lucila Arango re: Arango Letter of Intent / Oxnard Airport

Notice re: Oxnard Airport Runway 7-25, Taxiway Connectors, and Parallel Taxiway Reconstruction Project Tenant Workshop

10. MISCELLANEOUS

11. COMMISSION COMMENTS - Comments by Commission members on matters deemed appropriate.

12. ADJOURNMENT

The next regular Commission meeting will be on Monday, October 5, 2020 at 7:00 p.m. in the City of Camarillo Council Chambers, 601 Carmen Drive, Camarillo, California.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CITY OF CAMARILLO CLERK AT (805) 388-5353 OR ANA CASTRO AT (805) 388-4211. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY/DEPARTMENT OF AIRPORTS TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.