



# COUNTY of VENTURA

## Department of Airports

555 Airport Way, Suite B  
Camarillo, CA 93010  
Phone: (805) 388-4372  
Fax: (805) 388-4366  
[www.ventura.org/airports](http://www.ventura.org/airports)

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

**Thursday**

**March 10, 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](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, March 10, 2022 to Airport Staff at [AirportInfo@ventura.org](mailto: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 – February 10, 2022 (Pages 6-12)**
5. **PUBLIC COMMENT PERIOD**

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 & OXNARD AIRPORT AUTHORITY**

- A. **Subject: Review and Make a Recommendation Regarding the Monthly Noise Report Format (Pages 13-26)**

#### **Recommendation:**

Review the current Monthly Noise Report format, review noise reports from comparable airports (Exhibits 1-7), receive and file a staff update regarding a noise program under development, and discuss nominating member(s) to join a subcommittee with other advisory body members along with select staff formed to recommend changes to the monthly noise report format and content.

- B. **Subject: Update of the Revised Form Hangar Lease Agreement for Privately Owned Hangars at the Camarillo and Oxnard Airports Which Replaces Month-to-Month Leases with Term Leases (Pages 27-28)**

#### **Recommendation:**

Receive an update regarding the revised form hangar lease agreement for privately owned hangars at Camarillo and Oxnard Airports, which will replace the existing month-to-month leases with 20-year term leases.

### **OXNARD AIRPORT AUTHORITY**

- C. **Subject: Consider Adoption of Resolution #7 Authorizing Remote Teleconference Meetings of the Oxnard Airport Authority for a 30-Day Period (Pages 29-34)**

### **Recommendation:**

Consider adoption of Resolution #7 (Exhibit 1) authorizing remote teleconference meetings of the Oxnard Airport Authority for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

### **CAMARILLO AIRPORT AUTHORITY**

**D. Subject: Consider Adoption of Resolution #7 Authorizing Remote Teleconference Meetings of the Camarillo Airport Authority for a 30-Day Period (Pages 35-40)**

### **Recommendation:**

Consider adoption of Resolution #7 (Exhibit 1) authorizing remote teleconference meetings of the Camarillo Airport Authority for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

## **7. DIRECTOR'S REPORT**

## **8. REPORTS (Pages 41-55)**

**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 – January 2022  
Monthly Noise Complaints – January 2022  
Consultant Reports – January 2022  
Airport Tenant Project Status – February 2022  
Project Status – February 2022  
Meeting Calendar

## **9. CORRESPONDENCE (Pages 56-72)**

**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.**

Letter dated February 10, 2022 from Director Keith Freitas to Greg Ramirez, City of Camarillo re: Cloud Nine Project

Letter dated February 14, 2022 from Martin Erickson, Ventura County Transportation Commission to Jay Dobrowalski, City of Oxnard re: Teal Club Specific Plan

Letter dated February 15, 2022 from Director Keith Freitas to Jay Dobrowalski, City of Oxnard re: Teal Club Specific Plan, Recirculated Draft EIR, Ventura County, Department of Airports Review Comments

Letter dated February 22, 2022 from Andrea Ozdy, Ventura Local Agency Formation Commission to Jay Dobrowalski, City of Oxnard re: Notice of Availability of a Recirculated Draft Environmental Impact Report (DEIR) for the Teal Club Specific Plan (TCSP) Project

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

## **11. ADJOURNMENT**

The next regular Authority meeting will be on Thursday, April 14, 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 ANA CASTRO AT (805) 388-4211. 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/88630386670?pwd=M2xXQ1VHVVG9WQVRoQmdsdIpLTFZNZz09>

**Webinar ID:** 886 3038 6670  
**Passcode:** 281209  
**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.

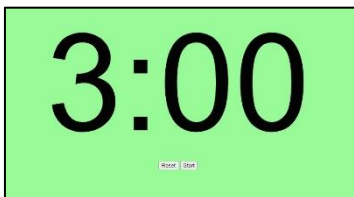
**Telephone:** If you do not have access to the internet, you can watch the live broadcast of the meeting on the City of Camarillo Local Government Channels – Spectrum Channel 10 and Frontier Channel 29, or via the Department of Airports YouTube channel. If you are interested in speaking to an item, 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.





# COUNTY of VENTURA

## Department of Airports

555 Airport Way, Suite B  
Camarillo, CA 93010  
Phone: (805) 388-4372  
Fax: (805) 388-4366  
[www.ventura.org/airports](http://www.ventura.org/airports)

### CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

### MINUTES

February 10, 2022

#### 1. CALL to ORDER and PLEDGE of ALLEGIANCE

CAA Chair, Susan Santangelo, called the meeting to order at 6:34 p.m. and requested that Supervisor Carmen Ramirez lead the pledge of allegiance.

#### 2. ROLL CALL

##### CAA PRESENT

Kelly Long  
Carmen Ramirez  
Shawn Mulchay  
Susan Santangelo  
Scott Barer  
Randall Sanada (Alt)

##### CAA ABSENT

##### OAA PRESENT

Kelly Long  
Carmen Ramirez  
Bert Perello  
Vianey Lopez  
Eugene Fussell (Alt)

##### OAA ABSENT

Walter Calhoun

*Excused (E)*

*Late (L)*

*Alternate (Alt)*

##### AIRPORT STAFF

Keith Freitas, Director  
Dave Nafie, Deputy Director  
Jamal Ghazaleh, Accounting Manager  
Ana Castro, Program Administrator

##### COUNTY STAFF

Tom Temple, Assistant County Counsel

### 3. AGENDA REVIEW

No changes to the agenda.

### 4. APPROVAL OF MINUTES – January 13, 2022

***Camarillo Airport Authority: Mayor Shawn Mulchay moved to approve the January 13, 2022 meeting minutes and Vice Mayor Susan Santangelo seconded the motion. All members voted in favor and the motion passed unanimously 4-0, with an abstention from Scott Barer.***

***Oxnard Airport Authority: Supervisor Kelly Long moved to approve the January 13, 2022 meeting minutes and Supervisor Carmen Ramirez seconded the motion. All members voted in favor and the motion passed unanimously 5-0.***

### 5. PUBLIC COMMENT PERIOD

Public comments heard.

### 6. NEW BUSINESS

***Agenda Item #6.B. was heard before Agenda Item #6.A.***

#### **OXNARD AIRPORT AUTHORITY**

**A. Subject: Receive a Presentation on the Portofino Place Development; Review and Make Recommendation Regarding Portofino Place to the City of Oxnard pursuant to City of Oxnard Code.**

#### **Recommendation:**

Receive the Presentation and Make a Recommendation to the City of Oxnard Whether the Portofino Place Development is an Acceptable Land Use and Consistent with the Adopted Airport Comprehensive Land Use Plan.

Scott Kolwitz, Planning & Environmental Services Manager, reviewed a PowerPoint presentation detailing the Portofino Place Development. John Carnesale, from the applicant team, spoke about noise issues and safety concerns. Mr. Kolwitz, members of the applicant team (including Kate Neiswender and John Carnesale), and Deputy Director Dave Nafie responded to questions posed by Authority members regarding building requirements, affordable housing in the development, access to water for residents, noise concerns, existing and surrounding land uses, and safety factors near the airport.



***Supervisor Carmen Ramirez moved to recommend that the Portofino Place Development is an acceptable land use and consistent with the adopted Airport Comprehensive Land Use Plan, and to receive and file a presentation on the Portofino Place Development. Councilmember Vianey Lopez seconded the motion. All members voted and the motion passed 3-2.***

***Yes: Kelly Long, Carmen Ramirez, Vianey Lopez***

***No: Bert Perello, Eugene Fussell***

**B. Subject:** Approval of, and Authorization for the Director of Airports or Designee to Sign, Amendment No. 2 to the Consulting Services Contract with Ninyo & Moore Geotechnical & Environmental Sciences Consultants for the Supplemental Per and Polyfluoroalkyl Substances Soil and Groundwater Investigation at Oxnard Airport, Raising the Total Amount of the Contract by \$201,800.57 to \$363,018.47

**Recommendation:**

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

Approve, and Authorize the Director of Airports Or Designee to Sign, Amendment No. 2 (Exhibit 3) to the Consulting Services Contract With Ninyo & Moore Geotechnical & Environmental Sciences Consultants (AEA 20-11) for the Supplemental Per And Polyfluoroalkyl Substances (PFAS) Soil and Groundwater Investigation at Oxnard Airport, Raising the Total Amount of the Contract By \$201,800.57 to \$363,018.47.

Director Keith Freitas provided staff's report. Mr. Freitas shared that the State Water Board requires all airports that have dispensed firefighting foam to conduct soil and groundwater testing. PFAS is contained in the foam and it is a chemical of concern to the Water Board. The testing is needed at Oxnard Airport because the airport previously offered scheduled commercial service, and it was a requirement to have emergency equipment such as the firefighting foam. Mr. Freitas explained that the airport conducted an initial investigation and submitted the data to the State Water Board. After reviewing the data, the Water Board wants the airport to conduct additional analyses which is why an increase to the contract is needed. He also explained that moving forward, the airport has put a process in place so that the chemical does not leave the emergency vehicle and go into the environment during annual testing. This was not the case before the new process was implemented. It was clarified that the Federal Aviation Administration (FAA) is in the process of finding a replacement foam but the existing foam is the only one approved by the FAA at this time.



***Oxnard Airport Authority: Supervisor Kelly Long moved to approve staff's recommendation and Councilmember Bert Perello seconded the motion. All members voted in favor and the motion passed unanimously 5-0.***

**C. Subject: Adoption of Resolution #6 Authorizing Remote Teleconference Meetings of the Oxnard Airport Authority for a 30-Day Period**

**Recommendation:**

Adopt the attached Resolution #6 (Exhibit 1) authorizing remote teleconference meetings of the Oxnard Airport Authority for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

***Oxnard Airport Authority: Supervisor Carmen Ramirez moved to approve staff's recommendation and Councilmember Bert Perello seconded the motion. All members voted in favor and the motion passed unanimously 5-0***

**CAMARILLO AIRPORT AUTHORITY**

**D. Subject: Adoption of Resolution #6 Authorizing Remote Teleconference Meetings of the Camarillo Airport Authority for a 30-Day Period**

**Recommendation:**

Adopt the attached Resolution #6 (Exhibit 1) authorizing remote teleconference meetings of the Camarillo Airport Authority for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

***Camarillo Airport Authority: Mayor Shawn Mulchay moved to approve staff's recommendation and Public Member Scott Barer seconded the motion. All members voted in favor and the motion passed unanimously 5-0.***

**7. DIRECTOR'S REPORT**

Director Keith Freitas recognized and thanked Bill Thomas, Mike Hodson, and Walter Calhoun for their service on both Airport Authorities. Director Keith Freitas also recognized long-term airport tenant, Art Phillips, who recently passed away. Mr. Freitas shared that Congresswoman Julia Brownley visited Camarillo Airport last month and they discussed the infrastructure bills that should help with airport funding. Congresswoman Brownley expressed her continued support of both airports.

Mr. Freitas discussed the continued noise issues and concerns. He shared that the department is working to alleviate the concerns by looking at new flight tracking technology and hiring a community relations staff member who will be specifically dedicated to handling noise issues.

Regarding the Joint Powers Agreement (JPA), Mr. Freitas mentioned a letter, which can be found in the meeting packet, from County Executive Officer, Michael Powers, to Camarillo City Manager, Greg Ramirez. In the letter, Mr. Powers assures Mr. Ramirez that the County is no longer looking to make changes to the JPA and is not intending to pursue scheduled airline service or air cargo service at Camarillo Airport. The relationship between the County and the City seems to be going in a good direction.

Regarding the private hangar lease agreement, Mr. Freitas stated that he continues to work with Camarillo Oxnard Hangar Owners and Tenants Association (COHOTA). He shared that the language in regard to mandatory security stickers on all vehicles has been removed and a mediation clause has been added in. The mediation clause still needs to be refined. COHOTA has a general membership meeting scheduled for March 19<sup>th</sup>, at which they will present the draft agreement to its members. Mr. Freitas now expects to bring forth the draft agreement to the Commission and the Airport Authorities during the April meetings.

Mr. Freitas shared that a current tenant of the department, County Animal Services, leases a four and a half acre site in the Camarillo Airport business park. Animal Services is looking to rebuild and expand by adding an additional three or so acres. The department is working to accommodate the expansion by offering a couple parcels adjacent to their current site.

Director Freitas mentioned that Cloud Nine, a development project along Las Posas Road, is almost through the application process. The project will go before Camarillo City Council on March 9<sup>th</sup>. Finally, Mr. Freitas mentioned that with the Super Bowl coming up this weekend, there will be significant air traffic in the Los Angeles region which would include Oxnard and Camarillo Airports. An increase in air traffic should be expected beginning tomorrow and through midday on Monday.

***Report was received and filed.***

## **8. REPORTS**

**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 – December 2021  
Monthly Noise Complaints – December 2021  
Consultant Reports (Coffman Associates, Mead & Hunt) – December 2021  
Consultant Reports (Jviation) – November, December 2021  
Airport Tenant Project Status – January 2022  
Project Status – January 2022  
Financial Statements Second Quarter – FY 2021/2022  
Meeting Calendar

***Reports were received and filed.***

## **9. CORRESPONDENCE**

**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.**

Letter dated January 19, 2022 from Michael Powers, County Executive Officer to Greg Ramirez, City of Camarillo re: the 1976 Camarillo Airport Joint Powers Agreement

Letter dated January 20, 2022 from Madeline Herrle to Garry Montanari, Michaelis, Montanari and Johnson re: Public Records Request dated January 7, 2022 – Aeroplex

Letter dated February 2, 2022 from Madeline Herrle to Jackie Rose, Director of Animal Services re: Expansion and Renovation Plans, Camarillo Airport Business Park

***Correspondence was received and filed.***

## **10. AUTHORITY COMMENTS**

Public Member Scott Barer expressed his concern regarding the private hangar lease agreement mediation clause. Mr. Barer stated that he had a chance to review the proposed language and he would not support the language in its present form. He added that the mediation provision is too complicated and that the process needs to be simplified.

Mayor Shawn Mulchay thanked Director Keith Freitas and the Department of Airports for the improved communication between the department and the City of Camarillo.

Councilmember Bert Perello shared that he appreciated comments by Mr. Barer voicing his concern regarding mediation. Mr. Perello thanked Director Freitas for contacting the Santa Paula flight school to discuss noise. Mr. Perello said it is good that the school agreed to add the fly neighborly link to their website. He commented that if people buy a home

near an airport there should be an expectation of hearing an airplane, but they should not hear an airplane flying in circles every five minutes over their home. In regard to the Portofino development project that was discussed during tonight's meeting as it relates to soundproofing, Mr. Perello mentioned that a person should not be in a position where they purchase a home and the developer is not available to resolve sound issues. He believes the developer should address the issues at the beginning of the process.

Supervisor Carmen Ramirez stated that the issue of encroachment at Camarillo Airport and Oxnard Airport is important and added that there is a big concern about encroachment at the naval base. Ms. Ramirez mentioned several challenges in Oxnard that somewhat touch the airports.

Public Member Randall Sanada shared a concern about maintaining safety around the airports. Mr. Sanada stated that one component of safe flight is allowing pilots to practice their touch and goes and their landings. He also commented about the need to be mindful of the necessity of pilots to make circles around the airport as a matter of safety.

Vice Mayor Susan Santangelo shared her appreciation and thanks for Bill Thomas, Walter Calhoun, and Mike Hodson for their time on the Airport Authorities. Ms. Santangelo also echoed Mayor Mulchay's sentiments regarding the improved communication and the new relationship between the Department of Airports and the City of Camarillo.

## **11. ADJOURNMENT**

There being no further business, the February 10, 2022 Authority meeting was adjourned at 8:20 p.m.

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



# COUNTY of VENTURA

## Department of Airports

555 Airport Way, Suite B

Camarillo, CA 93010

Phone: (805) 388-4372

Fax: (805) 388-4366

[www.ventura.org/airports](http://www.ventura.org/airports)

March 7, 2022

Aviation Advisory Commission  
Camarillo Airport Authority  
Oxnard Airport Authority  
555 Airport Way, Suite B  
Camarillo, CA 93010

**Subject:** Review and Make a Recommendation Regarding the Monthly Noise Report Format

**Recommendation:**

Review the current Monthly Noise Report format, review noise reports from comparable airports (Exhibits 1-7), receive and file a staff update regarding a noise program under development, and discuss nominating member(s) to join a subcommittee with other advisory body members along with select staff formed to recommend changes to the monthly noise report format and content.

**Fiscal/Mandates Impact:**

There are no fiscal impacts associated with this action.

**Discussion:**

The current Monthly Noise Report provides a summary of noise complaints received, segregated by airport and the way the complaint was received (phone or email/website). Data is further geographically presented on a map showing the general area where the complainant originated (when voluntarily furnished), as well as the number of times that caller has reported a complaint within the reporting period.

A separate graph shows the frequency of complaints received on each day of the month. Staff also indicates, following investigation using information supplied by the complainant or reasonably available sources, the number complaints that correlate to actual deviation from the Voluntary Noise Abatement Procedures (VNAP).

Staff has received comments from several current and former Commission/Authority members regarding the format and content of the Monthly Noise Report. Part of the initiative to address concerns from neighboring residents regarding aircraft noise includes creating a new dedicated full-time staff position that would work directly with the community and manage the noise program. A new web-based aircraft tracking and noise

complaint management tool is expected to greatly increase the amount of information available to staff and the public. The tool will leverage staff's ability to furnish a richer and timelier amount of information for noise reports. Prior to the tool coming online, it is premature to finalize any specific report format or content. However, it is appropriate to begin to discuss what members may find lacking with the current report and ensuring the new tool will be able to fill any data gaps.

Staff believes that a subcommittee would be an effective way to refine expectations and report back to the respective bodies. The subcommittee would meet approximately six times over the next three to six months. Meetings could be either remote or in person.

If you have any questions regarding this item, please call Dave Nafie at 388-4201, or me at 388-4200.

A handwritten signature in blue ink, appearing to read 'Keith Freitas', with a stylized, cursive script.

KEITH FREITAS, A.A.E., C.A.E.  
Director of Airports

Attachments:

- Exhibit 1 – Santa Maria Airport, December 2021
- Exhibit 2 – San Jose International Airport, Calendar Year 2021
- Exhibit 3 – Oakland International Airport, December 2021
- Exhibit 4 – Contra Costa County Airports, December 2021
- Exhibit 5 – Montgomery Gibbs Executive Airport and Brown Field Municipal Airport, January 2022
- Exhibit 6 – Truckee Tahoe Airport, January 2022
- Exhibit 7 – Van Nuys Airport, December 2021

# Monthly Activity Report

December



AGENDA ITEM

3a

1/27/2022

## Aviation Building Information

	Inventory	Occupied	Available	Occupancy Rate
T Hangars	140	140	0	100%
Corporate T Hangars	8	8	0	100%
Corporate Hangars	28	28	0	100%
Storage Units	26	26	0	100%
Owner Build	23	23	0	100%
Commercial Aviation Hangar Space (SqFt)	107,782	103,360	4,422	96%
Commercial Aviation Office Space (SqFt)	28,800	19,449	9,351	68%

## Hangar Waiting List

T-Hangars	5
Corporate/Corporate T-Hangar	25

## Monthly Activity

	Dec-20	Nov-21	Dec-21	%Change
Operations	2,577	2,729	1,942	-25%
Noise/Nuisance Complaints	1	0	0	-100%
Jet\100LL Fuel (Gallons)	55,766	64,278	55,891	0%
Incident Reports	0	0	0	#DIV/0!

## Enplanments

	Dec-20	Nov-21	Dec-21	%Change
Allegiant	898	2728	2,155	140%
Central Coast Shuttle	252	498	834	231%

## Airline Load Factor

	# of Flights	Load Factor Actual flights	Load Factor SCHD flights
Allegiant	18	77%	73%

## Land Lease Information (Acres)

	Inventory	Occupied	Available
Business Park	224	0	224
Agriculture	592.29	592.29	0
Grazing	511	511	0
Non Aviation Land Leases	TBD	48.42	
Aviation Land Leases	TBD	12.22	
<b>Total Airport Acreage</b>	<b>2,550</b>		

## Mobile Home Park

	Spaces Rented	Units Sold
Mobile Home Park	78	

# EXHIBIT 1



**Norman Y. Mineta San Jose International Airport**  
**Monthly Noise Summary**  
**Calendar Year 2021**

	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021
<b>Total Operations</b>	7,540	7,085	8,020	9,185	9,848	11,535	11,613	11,753	12,268	12,834	12,600	11,487
<b>Total Operations between 2330-0630</b>	123	128	163	170	220	282	301	282	243	284	247	249
<b>Air Carrier Operations between 2330-0630</b>	34	70	46	38	88	138	159	136	101	129	119	144
<b>General Aviation Operations between 2330-0630</b>	89	58	117	132	132	144	142	146	142	155	128	105
<b>Total Intrusions</b>	6	11	16	8	23	49	71	53	27	38	31	69
<b>Total Non-Compliant Intrusions</b>	1	2	3	2	0	0	0	1	3	2	8	13
<b>Air Carrier Complaints</b>	1,891	992	1,727	839	666	499	944	851	848	1,541	801	2,431
<b>General Aviation Complaints</b>	217	146	364	337	190	260	237	216	202	443	201	545
<b>Total Complaints</b>	2,108	1,138	2,091	1,176	856	759	1,181	1,067	1,050	1,984	1,002	2,976
<b>Total Reporters</b>	86	68	75	85	73	65	64	83	69	100	76	84
<b>Total Engine Run-ups **</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>** High Power (&gt;90%) Engine Run-ups during the Curfew hours only</b>												

**Definitions**

**Operation:** a takeoff or landing of an aircraft at the airport.

**Intrusion:** any operation by an unauthorized jet aircraft between the hours of 2330 and 0630.

**Non-Compliant Intrusion:** an intrusion that did not meet the exemption criteria set forth in the municipal code.

**Air Carrier:** a commercial carrier utilizing aircraft as a means of transport of passengers or freight.

**General Aviation:** all flights other than Air Carrier service.

Oakland International Airport Noise Complaint Summary December 2021		
Community	Callers	Complaints
Alameda(BFI)	48	2862
Alameda(Central)	8	51
Albany	0	0
Berkeley	1	1
Castro Valley	2	21
Fremont	1	142
Hayward	1	1
Kensington	0	0
Oakland	12	2638
Piedmont	0	0
Richmond	1	174
San Francisco	0	0
San Leandro	1	32
Union City	0	0
San Lorenzo	1	2
Other Communities	8	409
<b>Total</b>	<b>84</b>	<b>6333</b>
Complaints by Type		
Website	0	
E-mail	3116	
Phone	2	
View point App	3215	
Complaints by Time of Day		
Day ( 0700 - 1900 )	2721	
Evening ( 1900 - 2200 )	1400	
Night ( 2200 - 0700 )	2212	
Complaints by Type of Operation		
Arrivals	2554	
Departures	3559	
Over-flights	116	
Touch & Go	104	
Not Linked to an Operation	0	
Complaints by Type of Aircraft		
Business Jet	382	
Helicopter	117	
Jet	5168	
Military	0	
Not Reported (not linked to an aircraft)	0	
Other (Type information not available)	4	
Propeller	203	
Turbo-prop	459	

[\(Return to Table of Contents\)](#)

## EXHIBIT 3

# Noise Abatement Statistics

## Dec-21

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2021	2021	2020	2021	2020	
<b>TOTAL NUMBER OF COMPLAINTS</b>	5	5	12	141	116	22%
<b>LOCATION OF COMPLAINTS</b>						
Concord	1	1	4	42	21	100%
Pleasant Hill	2	2	3	67	46	46%
Pacheco	2	2	0	8	3	167%
Martinez	0	0	1	10	17	0%
Byron	0	0	0	1	0	0%
Other	0	0	4	13	29	-55%
Subtotal	5	5	12	141	116	22%
Special Events	0	0	0	0	0	0%
<b>Total Number of Complaints</b>	5	5	12	141	116	22%
<b>COMPLAINTS ASSOCIATED WITH</b>						
Buchanan Field Airport		5	6	117	76	
Byron Airport		0	0	1	0	
Law Enforcement/Lifeguard Lights		0	2	12	14	
Non-associated		0	4	14	26	
<b>TIME OF INCIDENT</b>						
Day (0700 - 1700)		4	9	74	78	
Evening (1700 - 2200)		0	0	19	16	
Night (2200 - 0700)		1	3	48	22	
All Times		0	0	3	0	
<b>TYPE OF COMPLAINT</b>						
Noise		5	2	96	47	
Low Flying		0	3	15	15	
Noise and Low Flying		0	6	24	41	
Too Many Aircraft		0	0	5	2	
Other		0	1	4	11	
<b>TYPE OF AIRCRAFT</b>						
Jet		3	0	42	14	
Propeller		0	7	65	54	
Helicopter		0	3	20	22	
All Types		1	0	9	3	
Unknown		1	2	8	23	
<b>TOTAL AIRCRAFT OPERATIONS</b>		6,308	7,784	108,935	73,438	48%
<b>COMPLAINTS PER 10,000 OPERATIONS</b>		8	12	13	16	-21%
<b>COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY</b>		8	7	11	11	-4%

## EXHIBIT 4

# Contra Costa County Airports Monthly Operations Report

**Dec-21**

	December 2021	December 2020	YTD 2021	YTD 2020	% CHANGE 2020/2021
<b>AIRCRAFT OPERATIONS</b>					
Total Operations	6,308	7,784	100,418	73,438	37%
Local Operations	3,504	3,856	52,080	35,428	47%
Itinerant Operations	2,653	2,905	43,432	28,574	52%
Total Instrument Ops	151	795	4,317	7,450	-42%
<b>FUEL FLOWAGE</b>					
100 Octane	8,129	15,600	189,062	183,277	3%
Jet Fuel	113,595	70,036	1,169,959	981,017	19%
Total	121,724	85,636	1,359,021	1,164,294	17%
<b>BYRON INFORMATION</b>					
Byron Fuel	3,899	11,779	71,516	122,377	-42%
Bay Area Skydiving* Fuel Purchased (gallons)	260	280	8,195	6,980	17%
Glider Operations					
Tow Aircraft	33	40	859	674	27%
Glider Aircraft	33	40	859	675	27%



# Department of Real Estate and Airport Management

## Monthly Noise Management Report- January 2022

### Montgomery Gibbs Executive Airport

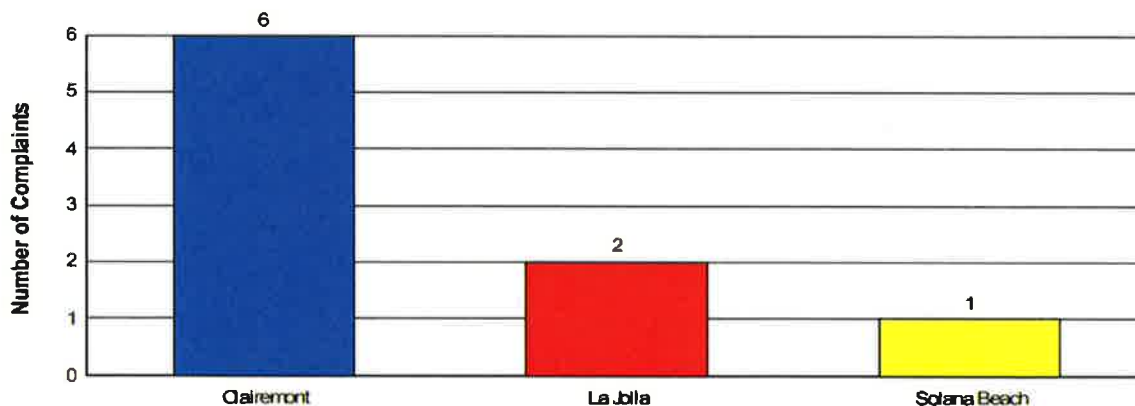
Noise Abatement Violations\*

Day: 0

Night: 4

Total of Fine Amount for the Month: \$900

### Community Complaint Totals



Total Number of Complaints: 9

### Community Complaint Details

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Clairemont	3	6	6
La Jolla	2	2	2
Solana Beach	1	1	1
Totals:	6	9	9

\*Noise Abatement Violations only apply to Montgomery Gibbs Executive Airport as the City ordinance/policy was passed and put into place prior to the Airport Noise and Capacity Act of 1990

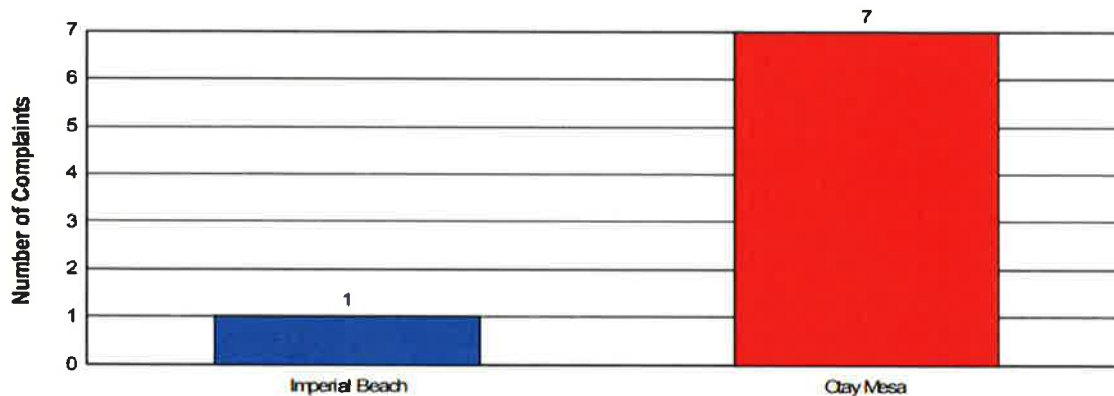


## Department of Real Estate and Airport Management

### Monthly Noise Management Report- January 2022

#### Brown Field Municipal Airport

#### Community Complaint Totals



Total Number of Complaints: 8

#### Community Complaint Details

Community	Number of Complainants	Number of Complaints	YTD Total Complaints
Imperial Beach	1	1	1
Otay Mesa	2	7	7
Totals:	3	8	8

\*Noise Abatement Violations only apply to Montgomery Gibbs Executive Airport as the City ordinance/policy was passed and put into place prior to the Airport Noise and Capacity Act of 1990





### Operations

- 2,532 operations: a 28% increase from January 2021 and a 25% increase from January 2020
- Monday, January 17 (MLK Day) was the busiest day of the month with 185 operations
- Coast Guard C-27J Spartan made unplanned landing at KTRK after left engine failure
- Sunny weather persisted all month
- Estimated 443 touch and go's

Exhibit 1: January Operations by Type — 3 Years					
	2020	2021	2022	% Change From 2020	% Change From 2021
Helicopter	58	68	80	38%	18%
Jet	410	379	425	4%	12%
Piston	955	1,115	1,360	42%	22%
Turboprop	597	420	667	12%	59%
<b>Total</b>	<b>2,020</b>	<b>1,982</b>	<b>2,532</b>	<b>25%</b>	<b>28%</b>

Exhibit 2: January Comments by Type — 3 Years					
	2020	2021	2022	2021 Ops. Per Comment	2022 Ops. Per Comment
Helicopter	2	1	0	68	N/A
Jet	4	16	18	24	24
Piston	6	28	24	40	57
Turboprop	3	20	1	21	667
<b>Total</b>	<b>15</b>	<b>65</b>	<b>43</b>	<b>30</b>	<b>59</b>

### Comments and Households

- 12 households, down from 18 in January 2021
- 43 comments, down from 65 in January 2021
- 1 new household this month
- Favorable increase in operations per comment compared to January 2021
- Most comments from a single household was 15
- Top commenter from 2021 absent all month

### Top 5 Commercial Operators

1. **Mountain Lion** - 210 operations
2. **Sierra Aero** - 133 operations
3. **Netjets** - 104 operations
4. **SurfAir** - 45 operations
5. **Flexjet** - 43 operations

### Voluntary Curfew Deviations 10 pm — 7 am

- 5 Non - EMS operations
- 4 pistons, 1 turboprop
- 7 EMS operations: all helicopters
- No hangar tenant Fly Quiet incentive violations

### Top 5 Region Origins\*

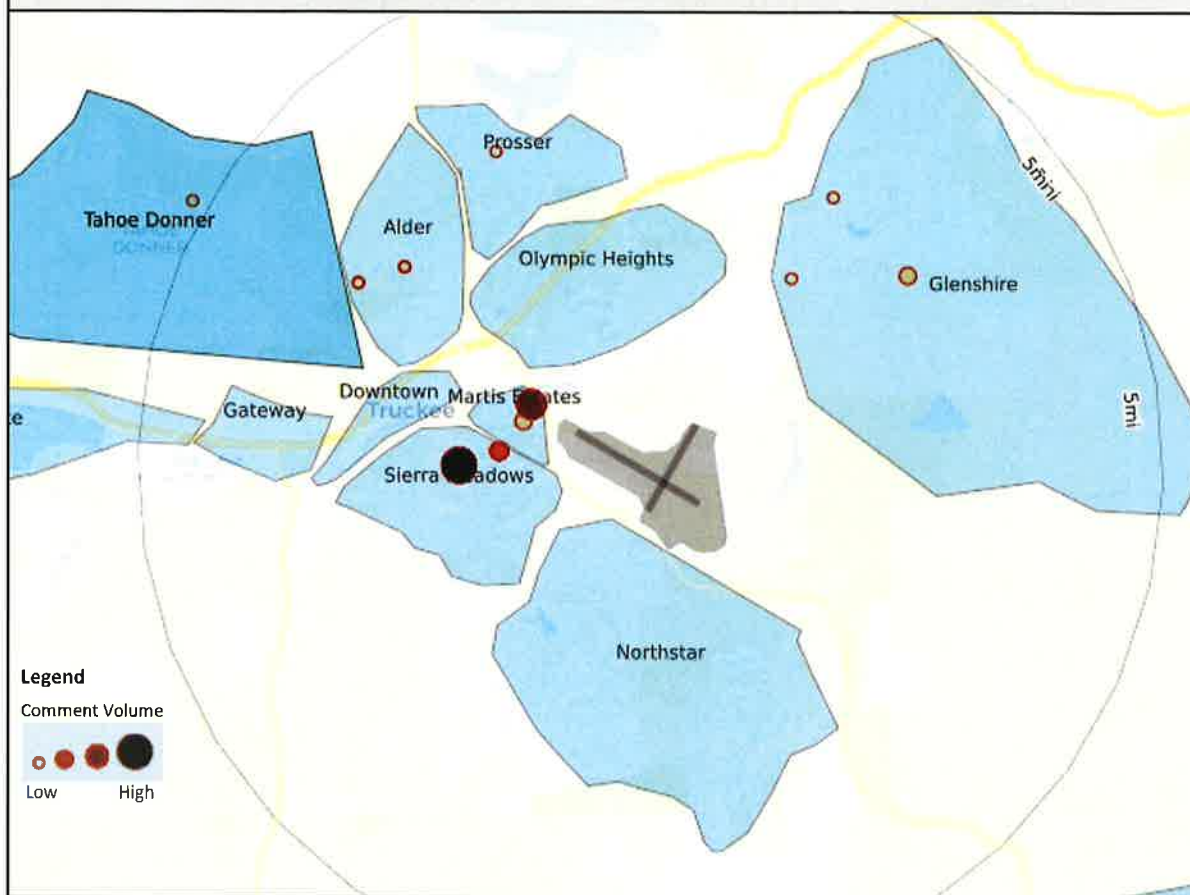
1. **Bay Area** - 350 arrivals
2. **Southern California** - 105 arrivals
3. **Western States (NV to CO)** - 100 arrivals
4. **Central California** - 31 arrivals
5. **Sacramento Area** - 25 arrivals

\*Counts are taken from filed flight plans and based on top 100 airport origins that visited KTRK in 2021

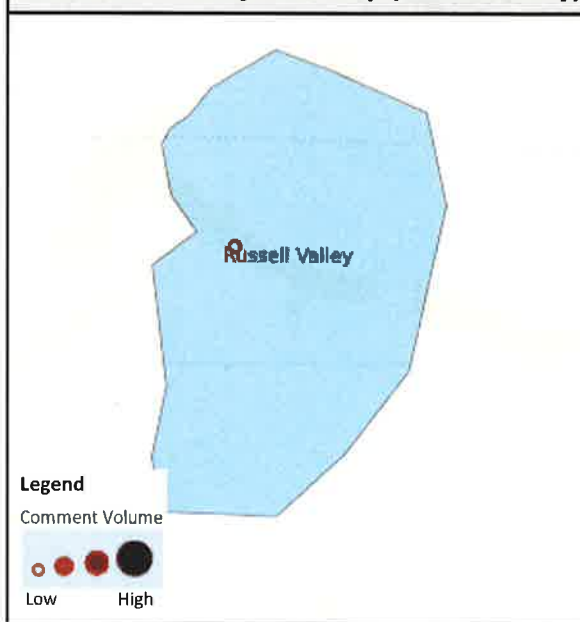
Exhibit 3: January 2022 Voluntary Curfew Operations							
Date	Time	Day	Op	Rwy	Type	Model	Notes
01/08/21	22:53	Sat	A	11	P	C182	Hangar Tenant w/ FQ1, No violation
01/10/22	22:36	Mon	A	11	P	C182	Hangar Tenant w/ FQ1, No violation
01/16/22	22:41	Sun	A	11	P	C182	Hangar Tenant w/ FQ1, No violation
01/18/22	22:12	Tue	A	11	P	C182	Hangar Tenant w/ FQ1, No violation
01/26/22	6:42	Wed	D	29	TP	PC12	Hangar Tenant w/ FQ1, No violation



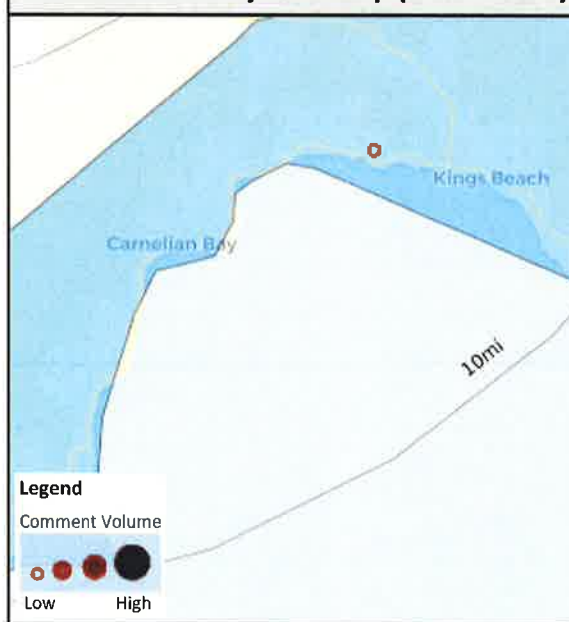
**Exhibit 4a: January 2022 Noise Comment Heat Map (5 mile radius)**



**Exhibit 4b: January Heat Map (Russell Valley)**



**Exhibit 4c: January Heat Map (Tahoe Basin)**

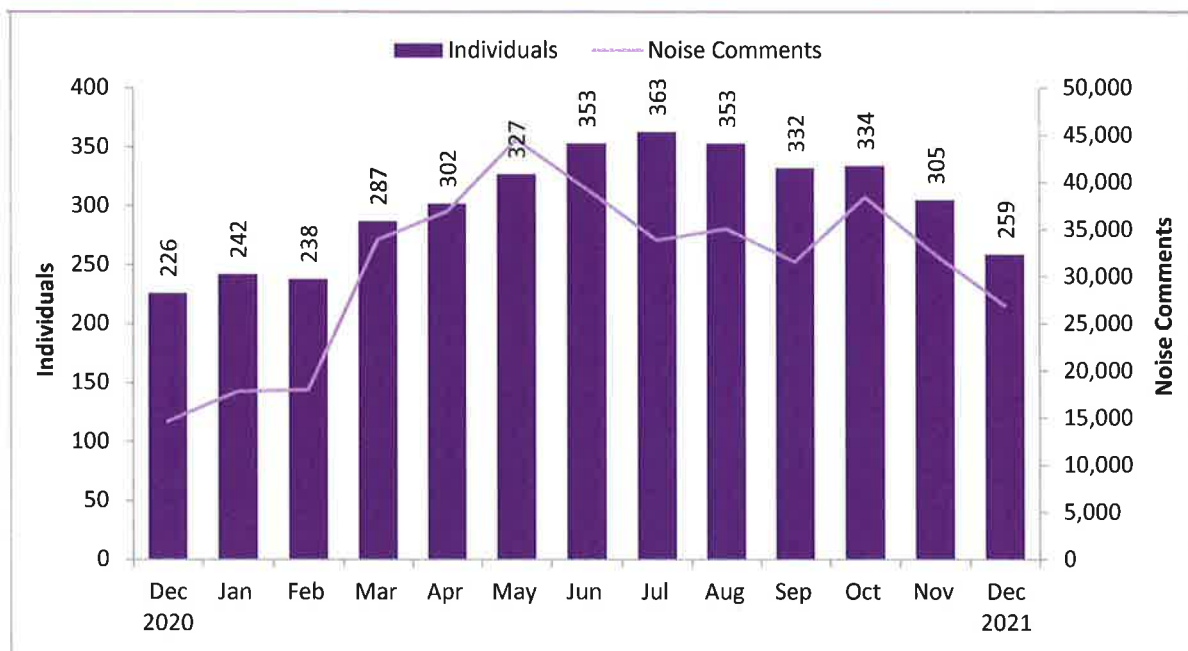


## INDIVIDUALS VS NOISE COMMENTS

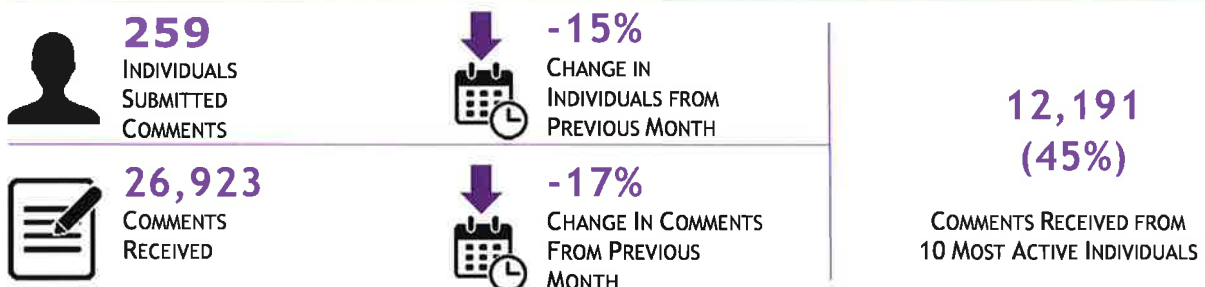
**Individuals** are community members that have submitted at least one noise comment to LAWA. One individual may submit multiple noise comments.

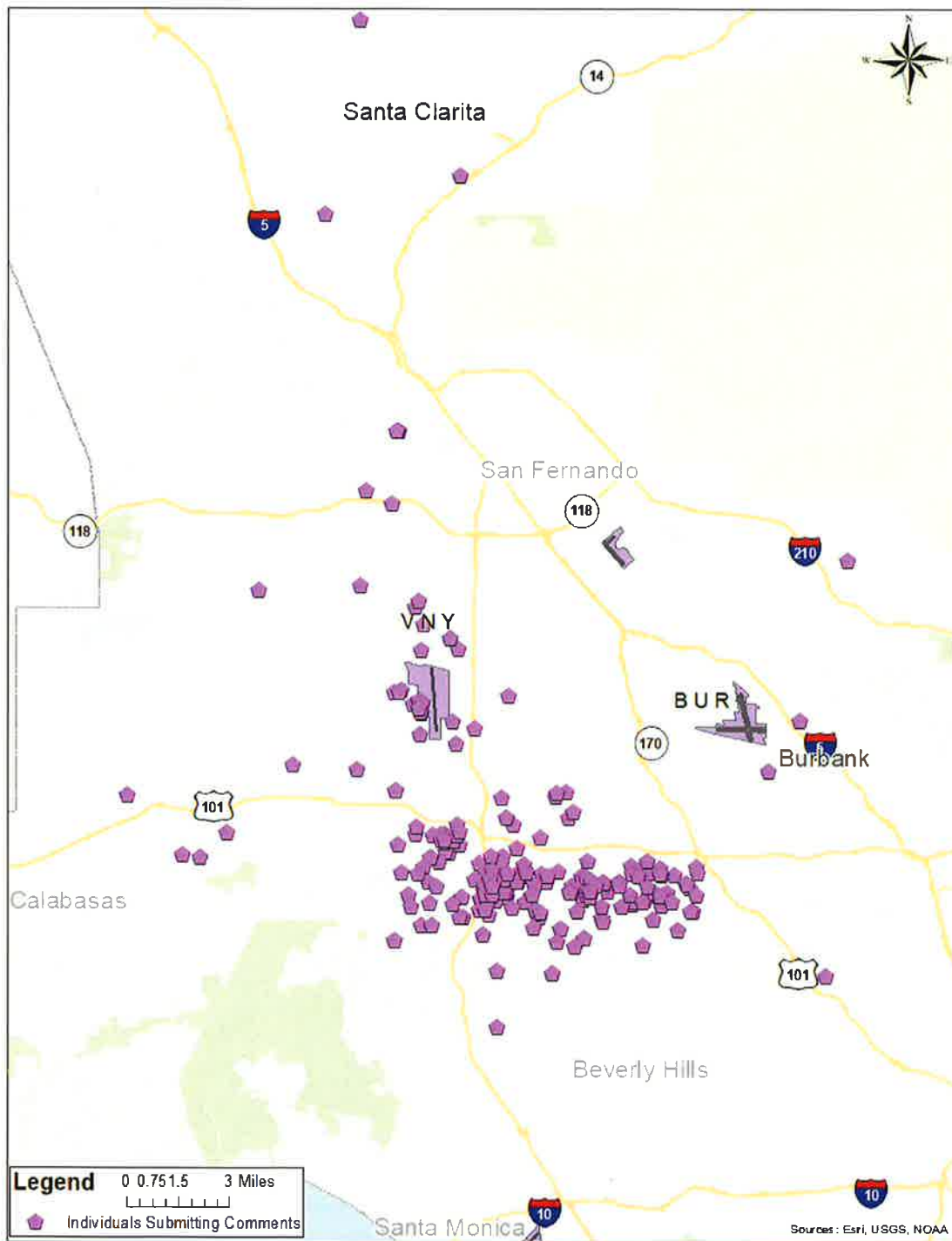
**Noise comments** are submitted by individuals expressing their concerns or seeking information on noise related events associated with VNY aircraft operations.

## NOISE COMMENT SUBMISSIONS



The graph above shows individuals and total comments submitted this month and over the previous 12 months.





The map above shows the monthly individual locations. Some locations are outside of the map boundary.

## WHAT WAS THE NOISE COMMENT CONCERN?

Individuals may select one (1) noise concern from a list of multiple aircraft noise concerns when submitting noise comments. Out of 259 individuals who submitted noise comments, 235 reported *aircraft flying over home* as the main concern.

Additional noise concerns were *unusually loud aircraft* (21); *low flying aircraft* (20); and *frequency of flight* (19).



### FLYING OVER HOME

LEADING CONCERN



**91%**

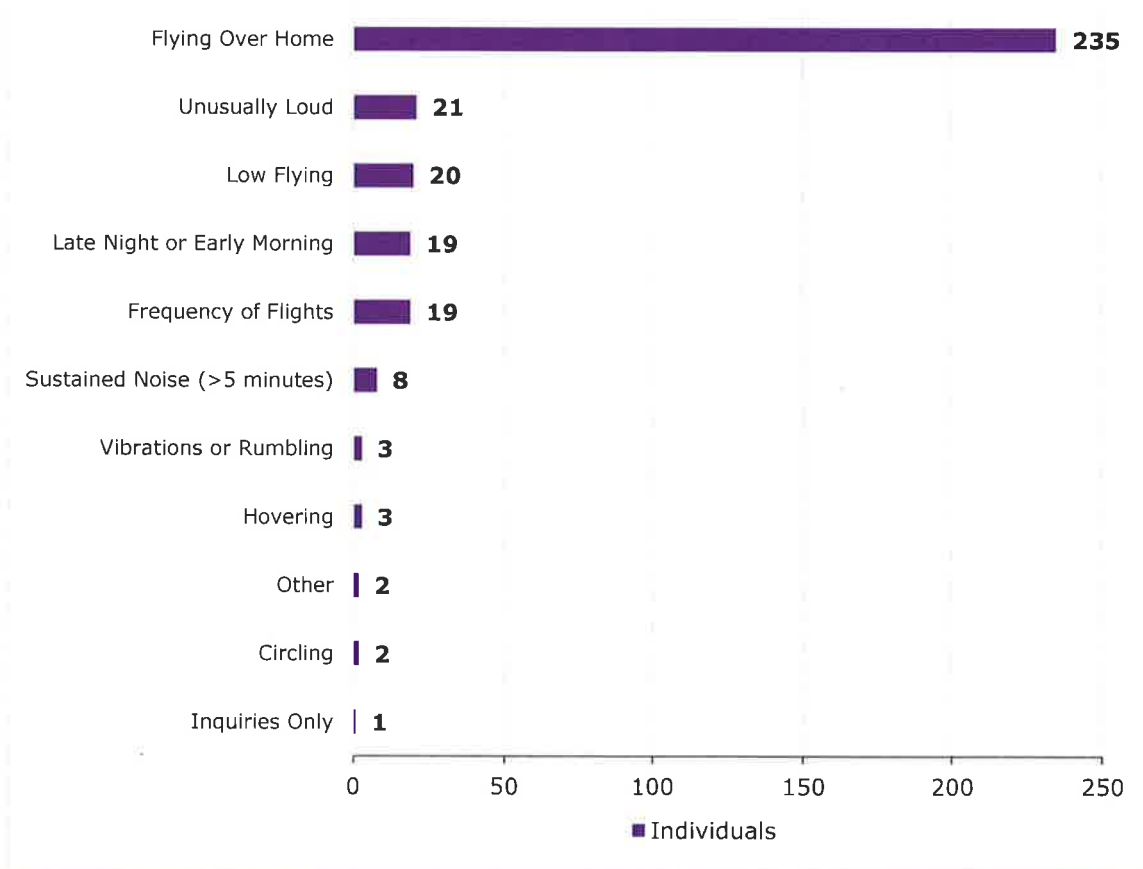
OF INDIVIDUALS WHO SUBMITTED COMMENTS



**235**

INDIVIDUALS REPORTED THIS CONCERN

## COMMUNITY NOISE CONCERNS



Individuals who submit more than one (1) comment during the month may be counted in more than one category



# COUNTY of VENTURA

## Department of Airports

555 Airport Way, Suite B  
Camarillo, CA 93010  
Phone: (805) 388-4372  
Fax: (805) 388-4366  
[www.ventura.org/airports](http://www.ventura.org/airports)

March 7, 2022

Aviation Advisory Commission  
Camarillo Airport Authority  
Oxnard Airport Authority  
555 Airport Way, Suite B  
Camarillo, CA 93010

**Subject:** Update of the Revised Form Hangar Lease Agreement for Privately Owned Hangars at the Camarillo and Oxnard Airports Which Replaces Month-to-Month Leases with Term Leases

**Recommendation:**

Receive an update regarding the revised form hangar lease agreement for privately owned hangars at Camarillo and Oxnard Airports, which will replace the existing month-to-month leases with 20-year term leases.

**Fiscal/Mandates Impact:**

There are no fiscal impacts associated with this action.

**Discussion:**

The Department of Airports (Department) has been using the same month to month form to lease land to private owners of aircraft storage hangars at the Camarillo and Oxnard Airports for more than 35 years. Beginning in 2015, prompted in part by tenants' requests to be able to sublease their hangars, in part by concerns over tenants' uses of their hangars, and in part by various inadequacies of the current lease form, the Department has been working with the Camarillo and Oxnard Hangar Owners Tenant Association (COHOTA) to update the lease form.

**Key terms of the proposed revised lease for existing private hangar owners include:**

- **Term:** 20 years
- **No reversion:** At end of term, owners of existing hangars would have the option to either:
  1. Enter into a new lease,
  2. Sell or transfer the hangar to another owner, or
  3. Remove or relocate the hangar.

- **Subletting allowed** with County approval of both subtenant and written sublease
- **Allows transfer and or assignment** of hangars
- **Allows 6-months to replace aircraft**
- **Motor vehicle allowed:** one for first 1,500 s.f. of hangar space plus one golf cart, and a second vehicle allowed if hangar exceeds 1,500 sq. ft. plus a golf cart (boats and RVs excluded)
- **Additional aircraft under construction allowed** for two years with County approval, plus extensions if approved
- **No requirement for a vehicle security sticker**
- **Mediation clause included** and final agreement on language is in process

As of March of 2021, there remained only two outstanding issues. The first was the Department's requirement that all vehicles having access to the airfield would require a specific security sticker. This requirement has been dropped by the Department. The second item was the request by COHOTA to include a mediation clause. Initially the Department would not agree to add this clause. However, after further discussions, this clause has been included and both sides are currently negotiating the final mediation language. COHOTA plans to present the final document to their membership during their general meeting scheduled for March 19, 2022. The Department would then bring the final Lease Agreement document to the Commission/Authorities for a recommendation in April.

If you have any questions regarding this item, please call me at (805) 388-4200.

A handwritten signature in blue ink, appearing to read 'Keith Freitas', with a stylized, cursive script.

KEITH FREITAS, A.A.E., C.A.E.  
Director of Airports





# COUNTY of VENTURA

## Department of Airports

555 Airport Way, Suite B  
Camarillo, CA 93010  
Phone: (805) 388-4372  
Fax: (805) 388-4366  
[www.ventura.org/airports](http://www.ventura.org/airports)

March 10, 2022

Oxnard Airport Authority  
555 Airport Way, Suite B  
Camarillo, CA 93010

**Subject: Consider Adoption of Resolution #7 Authorizing Remote Teleconference Meetings of the Oxnard Airport Authority for a 30-Day Period**

**Recommendation:**

Consider adoption of Resolution #7 (Exhibit 1) authorizing remote teleconference meetings of the Oxnard Airport Authority for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

**Fiscal/Mandates Impact:**

There are no fiscal impacts associated with this action.

**Discussion:**

Governor Gavin Newsom signed Assembly Bill 361 ("AB 361") into law on September 16, 2021. AB 361 is an urgency measure effective immediately that authorizes legislative bodies to meet remotely in any of three circumstances, as set forth in Government Code section 54953, subdivision (e):

- "The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing." (Gov. Code, § 54953(e)(1)(A).)
- "The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees." (Gov. Code, § 54953(e)(1)(B).)
- "The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees." (Gov. Code, § 54953(e)(1)(C).)



Governor Newsom declared a State of Emergency in response to the COVID-19 pandemic on March 4, 2020. Dr. Robert Levin, Ventura County Health Officer, issued a recommendation regarding social distancing and continued remote meetings of legislative bodies on November 15, 2021 (Exhibit 2). Dr. Levin's recommendation states in part, "I continue to recommend that physical/social distancing measures be practiced throughout our Ventura County communities to minimize the spread of COVID-19, including at meetings of the Board of Supervisors and meetings of other legislative bodies in the County of Ventura."

Airport staff ensures that all virtual meetings are held in compliance with the Government Code as it relates to posting requirements, public accessibility to the meeting, and public comments. Although your Airport Authority, as a legislative body in the County, may continue to meet virtually, to do so, your Airport Authority must now make the following findings by majority vote every 30 days:

- Your Airport Authority has reconsidered the circumstances of the state of emergency, and
- One or both of the following circumstances exist:
  - The state of emergency continues to directly impact the ability of your Airport Authority's members to meet safely in person, or
  - State or local officials continue to impose or recommend measures to promote social distancing. (Gov. Code, § 54953(e)(3).)

Attached for consideration is Resolution #7, that if adopted, authorizes your Airport Authority to meet remotely for a 30-day period. Additionally, if Resolution #7 is approved, a special meeting will be scheduled prior to the next regular meeting scheduled for April 14, 2022 to consider Resolution #8.

If you have any questions regarding this item, please call me at (805) 388-4200.



KEITH FREITAS, A.A.E., C.A.E.  
Director of Airports

Attachments:

Exhibit 1 – Resolution #7

Exhibit 2 – Letter from Dr. Robert Levin dated November 15, 2021

**RESOLUTION #7 OF THE OXNARD AIRPORT AUTHORITY AUTHORIZING  
REMOTE TELECONFERENCE MEETINGS OF THE OXNARD AIRPORT  
AUTHORITY FOR A 30-DAY PERIOD PURSUANT TO GOVERNMENT CODE  
SECTION 54953, SUBDIVISION (e), OF THE RALPH M. BROWN ACT**

**WHEREAS**, the County of Ventura ("County") is committed to preserving and nurturing public access and participation in meetings of the Oxnard Airport Authority ("Airport Authority");

**WHEREAS**, Government Code section 54953, subdivision (e), of the Brown Act, authorizes the legislative body of a local agency to use remote teleconferencing in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953, subdivision (b)(3), subject to the existence of certain conditions;

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558;

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing;

**WHEREAS**, such conditions now exist in Ventura County, specifically, Governor Gavin Newsom declared a state of emergency in response to the COVID-19 pandemic on March 4, 2020 ("State of Emergency");

**WHEREAS**, on September 21, 2021 and November 15, 2021, Dr. Robert Levin, Ventura County Health Officer, issued recommendations to continue practicing social distancing measures throughout Ventura County communities, including to continue to implement 100 percent remote meetings of all legislative bodies in Ventura County, to prevent and minimize the spread of COVID-19 ("Recommendation to Promote Social Distancing");

**WHEREAS**, on October 14, 2021, November 10, 2021, December 9, 2021, January 5, 2022, January 13, 2022, and February 10, 2022, the Airport Authority considered the circumstances of the State of Emergency and Dr. Levin's Recommendation to Promote Social Distancing and resolved to continue remote teleconference meetings for thirty days;

**WHEREAS**, the Airport Authority does hereby find that it has reconsidered the circumstances of the State of Emergency, the State of Emergency remains active and continues to directly impact the ability of its members and attendees to meet safely in person, and that the Ventura County Health Officer, Dr. Robert Levin, continues to recommend measures to promote social distancing to minimize the spread of COVID-19

**EXHIBIT 1**

including that all legislative bodies in Ventura County continue to meet remotely, as further explained in his Recommendation to Promote Social Distancing, which has not been rescinded and remains in effect;

**WHEREAS**, the Airport Authority does hereby find that it shall conduct its meetings without compliance with Government Code section 54953, subdivision (b)(3), as authorized by subdivision (e), of Government Code section 54953, and that the Airport Authority shall comply with the requirements set forth in Government Code section 54953, subdivision (e)(2); and

**NOW, THEREFORE, BE IT RESOLVED**, by the Airport Authority as follows:

Section 1. The foregoing recitals are true and correct.

Section 2. Staff supporting the Airport Authority are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings of the Airport Authority in accordance with Government Code section 54953, subdivision (e), and other applicable provisions of the Brown Act.

Section 3. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) April 9, 2022, or such time the Airport Authority adopts a subsequent resolution in accordance with Government Code section 54953, subdivision (e)(3), to extend the time during which the Airport Authority may continue to teleconference without compliance with Government Code section 54953, subdivision (b)(3).

Upon motion of Airport Authority member \_\_\_\_\_, seconded by Airport Authority member \_\_\_\_\_, and duly carried, the Oxnard Airport Authority hereby adopts this resolution on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Vianey Lopez, Chair  
Oxnard Airport Authority

To: Board of Supervisors  
County Executive Office  
Clerk of the Board

From: Dr. Robert Levin, Ventura County Health Officer



Date: November 15, 2021

Re: Recommendation regarding Social Distancing and Continued Remote Meetings of  
Legislative Bodies

I continue to recommend that physical/social distancing measures be practiced throughout our Ventura County communities to minimize the spread of COVID-19, including at meetings of the Board of Supervisors and meetings of other legislative bodies in the County of Ventura.

The California Department of Public Health ("CDPH") and the Centers for Disease Control and Prevention ("CDC") caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>). While the Delta variant is the currently circulating variant, the Delta-2 variant, its likely successor, is 10 to 15% more transmissible. Current case and hospitalization rates have remained stubbornly higher than they were in the days leading up to the most recent surge. In some counties in our state, these rates are starting to climb again. We are facing the winter holidays and the opportunities these holidays present to promote transmission of COVID-19 infection. The winter season and its associated cold weather drives people indoors and provides another opportunity to spread the highly transmissible COVID-19 virus. Associated with these events last year our county experienced a surge in COVID-19 cases.

Whether vaccinated or not, positive individuals are contracting the Delta variant and infecting others in our communities. Social distancing and masking are crucial mitigation measures to prevent the disease's spread. Remote meetings of legislative bodies in the County, including but not limited to the Board of Supervisors are a recommended form of social distancing that allows for the participation of the community, county staff, presenters, and legislative body members in a safe environment, with no risk of contagion. It is recommended that legislative bodies in the County continue to implement 100% remote meetings. Just as it is likely that the current County order requiring the use of face coverings indoors will be in place beyond the first of the year,

though driven by good intentions, lifting the remote meetings policy at this time would be premature.

If you have any questions regarding this recommendation, please do not hesitate to contact me.



# COUNTY of VENTURA

## Department of Airports

555 Airport Way, Suite B

Camarillo, CA 93010

Phone: (805) 388-4372

Fax: (805) 388-4366

[www.ventura.org/airports](http://www.ventura.org/airports)

March 10, 2022

Camarillo Airport Authority  
555 Airport Way, Suite B  
Camarillo, CA 93010

**Subject: Consider Adoption of Resolution #7 Authorizing Remote Teleconference Meetings of the Camarillo Airport Authority for a 30-Day Period**

**Recommendation:**

Consider adoption of Resolution #7 (Exhibit 1) authorizing remote teleconference meetings of the Camarillo Airport Authority for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

**Fiscal/Mandates Impact:**

There are no fiscal impacts associated with this action.

**Discussion:**

Governor Gavin Newsom signed Assembly Bill 361 ("AB 361") into law on September 16, 2021. AB 361 is an urgency measure effective immediately that authorizes legislative bodies to meet remotely in any of three circumstances, as set forth in Government Code section 54953, subdivision (e):

- "The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing." (Gov. Code, § 54953(e)(1)(A).)
- "The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees." (Gov. Code, § 54953(e)(1)(B).)
- "The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees." (Gov. Code, § 54953(e)(1)(C).)

Governor Newsom declared a State of Emergency in response to the COVID-19 pandemic on March 4, 2020. Dr. Robert Levin, Ventura County Health Officer, issued a recommendation regarding social distancing and continued remote meetings of legislative bodies on November 15, 2021 (Exhibit 2). Dr. Levin's recommendation states in part, "I continue to recommend that physical/social distancing measures be practiced throughout our Ventura County communities to minimize the spread of COVID-19, including at meetings of the Board of Supervisors and meetings of other legislative bodies in the County of Ventura."

Airport staff ensures that all virtual meetings are held in compliance with the Government Code as it relates to posting requirements, public accessibility to the meeting, and public comments. Although your Airport Authority, as a legislative body in the County, may continue to meet virtually, to do so, your Airport Authority must now make the following findings by majority vote every 30 days:

- Your Airport Authority has reconsidered the circumstances of the state of emergency, and
- One or both of the following circumstances exist:
  - The state of emergency continues to directly impact the ability of your Airport Authority's members to meet safely in person, or
  - State or local officials continue to impose or recommend measures to promote social distancing. (Gov. Code, § 54953(e)(3).)

Attached for consideration is Resolution #7, that if adopted, authorizes your Airport Authority to meet remotely for a 30-day period. Additionally, if Resolution #7 is approved, a special meeting will be scheduled prior to the next regular meeting scheduled for April 14, 2022 to consider Resolution #8.

If you have any questions regarding this item, please call me at (805) 388-4200.



KEITH FREITAS, A.A.E., C.A.E.  
Director of Airports

Attachments:

Exhibit 1 – Resolution #7

Exhibit 2 – Letter from Dr. Robert Levin dated November 15, 2021



**RESOLUTION #7 OF THE CAMARILLO AIRPORT AUTHORITY AUTHORIZING  
REMOTE TELECONFERENCE MEETINGS OF THE CAMARILLO AIRPORT  
AUTHORITY FOR A 30-DAY PERIOD PURSUANT TO GOVERNMENT CODE  
SECTION 54953, SUBDIVISION (e), OF THE RALPH M. BROWN ACT**

**WHEREAS**, the County of Ventura ("County") is committed to preserving and nurturing public access and participation in meetings of the Camarillo Airport Authority ("Airport Authority");

**WHEREAS**, Government Code section 54953, subdivision (e), of the Brown Act, authorizes the legislative body of a local agency to use remote teleconferencing in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953, subdivision (b)(3), subject to the existence of certain conditions;

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558;

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing;

**WHEREAS**, such conditions now exist in Ventura County, specifically, Governor Gavin Newsom declared a state of emergency in response to the COVID-19 pandemic on March 4, 2020 ("State of Emergency");

**WHEREAS**, on September 21, 2021 and November 15, 2021, Dr. Robert Levin, Ventura County Health Officer, issued recommendations to continue practicing social distancing measures throughout Ventura County communities, including to continue to implement 100 percent remote meetings of all legislative bodies in Ventura County, to prevent and minimize the spread of COVID-19 ("Recommendation to Promote Social Distancing");

**WHEREAS**, on October 14, 2021, November 10, 2021, December 9, 2021, January 5, 2022, January 13, 2022, and February 10, 2022, the Airport Authority considered the circumstances of the State of Emergency and Dr. Levin's Recommendation to Promote Social Distancing and resolved to continue remote teleconference meetings for thirty days;

**WHEREAS**, the Airport Authority does hereby find that it has reconsidered the circumstances of the State of Emergency, the State of Emergency remains active and continues to directly impact the ability of its members and attendees to meet safely in person, and that the Ventura County Health Officer, Dr. Robert Levin, continues to recommend measures to promote social distancing to minimize the spread of COVID-19

**EXHIBIT 1**

including that all legislative bodies in Ventura County continue to meet remotely, as further explained in his Recommendation to Promote Social Distancing, which has not been rescinded and remains in effect;

**WHEREAS**, the Airport Authority does hereby find that it shall conduct its meetings without compliance with Government Code section 54953, subdivision (b)(3), as authorized by subdivision (e), of Government Code section 54953, and that the Airport Authority shall comply with the requirements set forth in Government Code section 54953, subdivision (e)(2); and

**NOW, THEREFORE, BE IT RESOLVED**, by the Airport Authority as follows:

Section 1. The foregoing recitals are true and correct.

Section 2. Staff supporting the Airport Authority are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings of the Airport Authority in accordance with Government Code section 54953, subdivision (e), and other applicable provisions of the Brown Act.

Section 3. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) April 9, 2022, or such time the Airport Authority adopts a subsequent resolution in accordance with Government Code section 54953, subdivision (e)(3), to extend the time during which the Airport Authority may continue to teleconference without compliance with Government Code section 54953, subdivision (b)(3).

Upon motion of Airport Authority member \_\_\_\_\_, seconded by Airport Authority member \_\_\_\_\_, and duly carried, the Camarillo Airport Authority hereby adopts this resolution on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Susan Santangelo, Chair  
Camarillo Airport Authority

To: Board of Supervisors  
County Executive Office  
Clerk of the Board

From: Dr. Robert Levin, Ventura County Health Officer



Date: November 15, 2021

Re: Recommendation regarding Social Distancing and Continued Remote Meetings of  
Legislative Bodies

I continue to recommend that physical/social distancing measures be practiced throughout our Ventura County communities to minimize the spread of COVID-19, including at meetings of the Board of Supervisors and meetings of other legislative bodies in the County of Ventura.

The California Department of Public Health ("CDPH") and the Centers for Disease Control and Prevention ("CDC") caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>). While the Delta variant is the currently circulating variant, the Delta-2 variant, its likely successor, is 10 to 15% more transmissible. Current case and hospitalization rates have remained stubbornly higher than they were in the days leading up to the most recent surge. In some counties in our state, these rates are starting to climb again. We are facing the winter holidays and the opportunities these holidays present to promote transmission of COVID-19 infection. The winter season and its associated cold weather drives people indoors and provides another opportunity to spread the highly transmissible COVID-19 virus. Associated with these events last year our county experienced a surge in COVID-19 cases.

Whether vaccinated or not, positive individuals are contracting the Delta variant and infecting others in our communities. Social distancing and masking are crucial mitigation measures to prevent the disease's spread. Remote meetings of legislative bodies in the County, including but not limited to the Board of Supervisors are a recommended form of social distancing that allows for the participation of the community, county staff, presenters, and legislative body members in a safe environment, with no risk of contagion. It is recommended that legislative bodies in the County continue to implement 100% remote meetings. Just as it is likely that the current County order requiring the use of face coverings indoors will be in place beyond the first of the year,

though driven by good intentions, lifting the remote meetings policy at this time would be premature.

If you have any questions regarding this recommendation, please do not hesitate to contact me.



# COUNTY of VENTURA

## Department of Airports

### MONTHLY ACTIVITY REPORT

Month ending January 31, 2022

#### Hangars and Tie-downs:

Camarillo				Oxnard					
		Inventory	Occupied	Available			Inventory	Occupied	Available
Hangars				Hangars					
Private	170	170	0	Private	79	79	0		
County	160	160	0	County	66	60	6		
Out of Service	16	0	0	Out of Service	7	0	0		
Total	346	330	0	Total	152	139	6		
Tie-downs				Tie-downs					
County	96	43	53	County	7	1	6		
Western Cardinal	25	18	7	Goldenwest Jet Center	15	11	4		
Channel Island Aviation	35	30	5	Oxnard Jet Center	8	6	2		
Visitor	35			Visitor	11				
Total	191	91	65	Total	41	18	23		

#### Airport/Tower Operations:

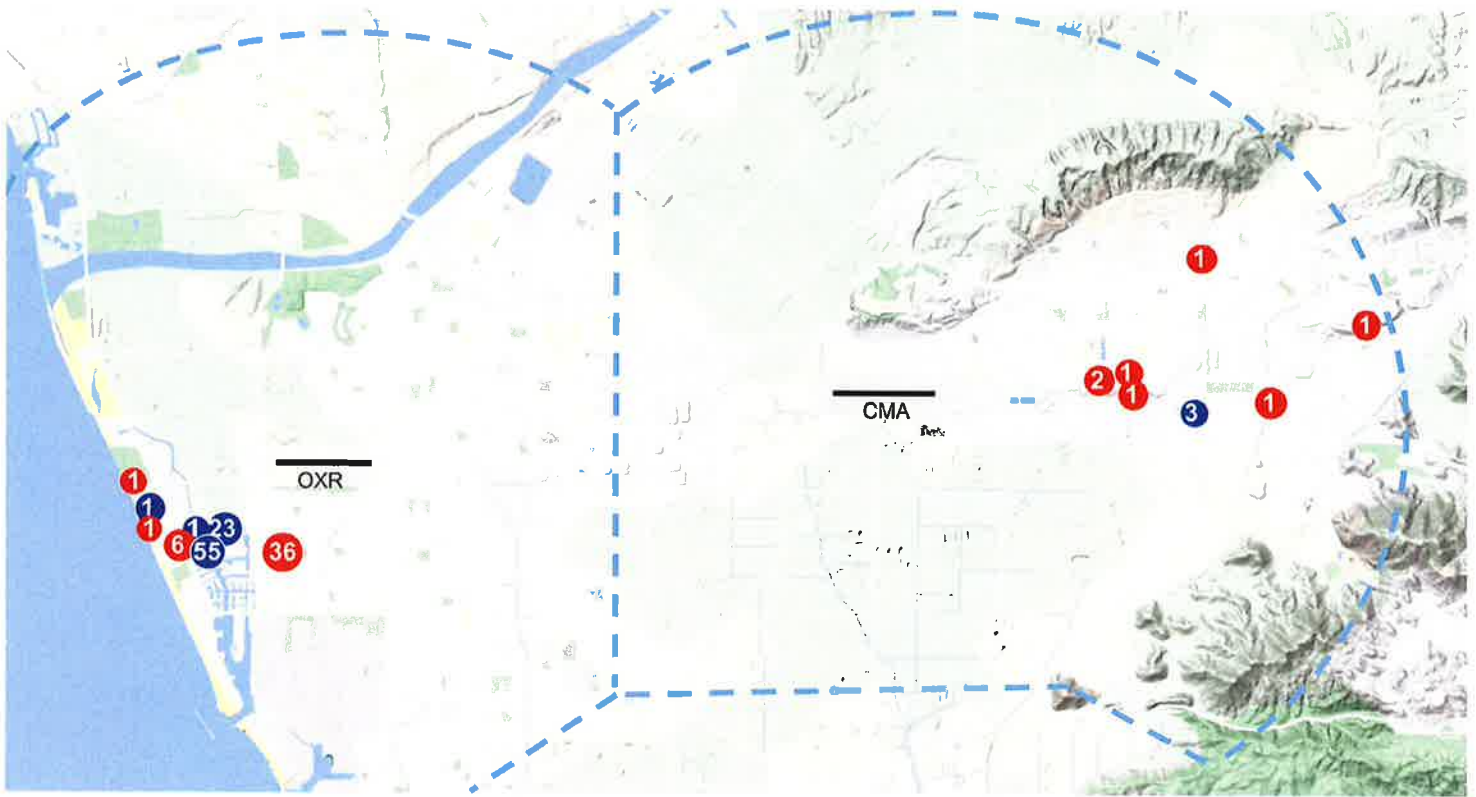
#### Aircraft Incidents:

	Camarillo	Oxnard		Camarillo	Oxnard
Current year for the month	13,727	7,872	Current Month	3	0
Last year for the month	11,627	6,432	Current year to date	3	0
% Change	18%	22%			
Current year to date	13,727	7,872			
Last year to date	11,627	6,432			
% Change	18%	22%			

#### Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	14
Cards issued to transient overnight aircraft	15	3
Noise/nuisance compliants	13	141
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	15	0

\*\* Includes approximate number of aircraft occupying space in both large and small hangars by agreement with lessee or licensee



### Ventura County Noise Complaints - January 2022

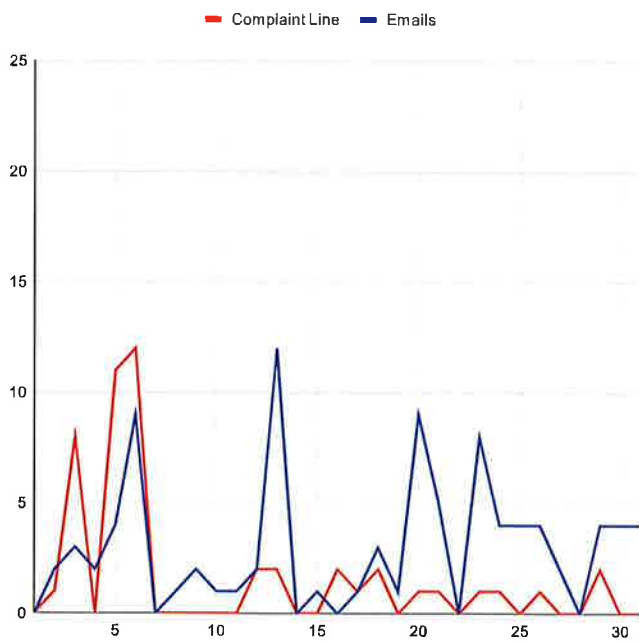
#### OXR

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
141	48	93	0	TBD

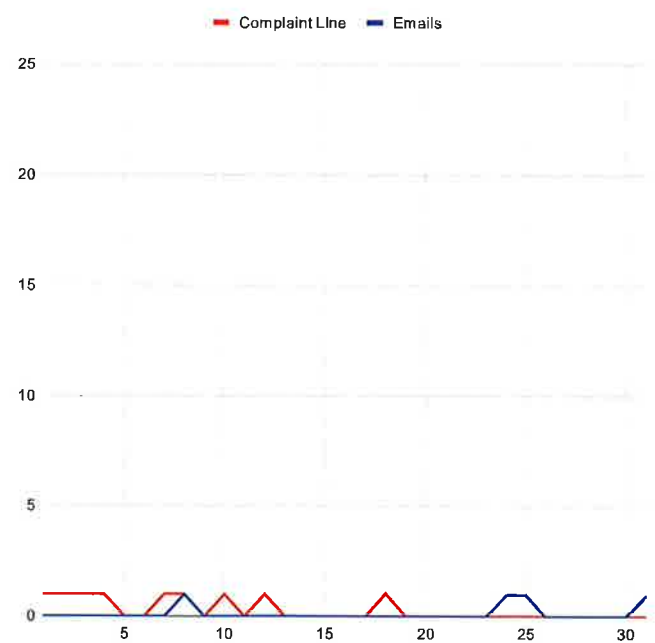
#### CMA

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
13	10	3	0	TBD

#### OXR



#### CMA



\*\* Voluntary Noise Abatement Procedures.





**JANUARY 2022**

## **CAMARILLO AIRPORT – AIRPORT MASTER PLAN UPDATE**

Note: Per direction from airport staff, the Consultant has been advised to pause the master plan as of May 25, 2021. Certain elements related to the AGIS and environmental surveys will still be moving forward as they relate to information needed for FAA coordination and other project needs outside the master plan study process.

### **Status Update: No change.**

- Current work related to the AGIS survey includes tasks associated with project management, FAA AGIS coordination, field-survey coordination, and mapping/obstruction surveys.
- The preparation of biological and cultural resource evaluations continues. The Subconsultant associated with the environmental surveys is currently on hold pending further direction related to the study process.
- Airport staff and the Consultant are in coordination to revise the scope of services to entail an ALP Update/Narrative Plan approach to the project.

**Project Percent Complete:** The project is 41.8 percent complete through January 2022.

## **CAMARILLO AIRPORT – AIRFIELD GEOMETRY AND DRAINAGE STUDY**

### **Status Update:**

- Airport staff and the Consultant team have prepared an airfield development concept to be used for the airfield drainage study.
- A Subconsultant is moving forward with drainage evaluations for further input into the study. The next step is to conduct infiltration testing on the airfield.

### **Upcoming Action Items:**

- Coordination as needed with airport staff and the FAA to determine course of action in relationship to future environmental documentation needed for the runway reconstruction process.
- Recommended airfield drainage enhancements pending the drainage study.

**Project Percent Complete:** The project is 42.8 percent complete through January 2022.

## **OXNARD AIRPORT – AIRPORT LAYOUT PLAN UPDATE / NARRATIVE REPORT**

### **Status Update:**

- Airport staff and the Consultant provided responses to FAA comments on the revised draft ALP Drawing Set. The revised ALP set was coordinated with the FAA LA ADO on January 24, 2022.

### **Upcoming Action Items:**

- Final documents (Narrative Report and ALP Drawing Set) will be prepared upon review and approval of the ALP Drawing Set.

**Project Percent Complete:** The project is at 100 percent per Invoice #18MP01-24 dated July 6, 2021, for airport staff to coordinate with the FAA to close out the AIP grant. It is understood that the Narrative Report and ALP Drawing Set will be finalized per direction from airport staff.

## **ANNUAL CONSULTING SERVICES CONTRACT (AEA No. 21-01)**

### **Status Update:**

- The Consultant reviewed a cultural report associated with the CatEx for hangar development (Row "I") at Camarillo Airport and provided comments.

### **Upcoming Action Items:**

- Coordination as needed to follow-up previous items and assist with new items at the direction of airport staff.

**PROJECT STATUS REPORT**  
Ventura County, Department of Airports

Prepared by Mead & Hunt, Inc  
Revision Date 2022-02-17



Mead & Hunt No. County No. Grant No.	Airport	Description	Status	Percent Complete	Action Item
3168900-132415.05 AEA 18-06 AIP - 036	CAMARILLO	<b>CONSTRUCTION SERVICES NORTHEAST HANGAR DEVELOPMENT, PHASE 1</b> Construction of the Phase 1 project, which includes 3 rows of hangars and surrounding pavement/drainage and the extension of water, sewer, and electrical services.	a) Construction commenced on 12-5-19. b) Contract work complete. c) Contract Amendment No. 2 processed on 10-5-21. d) Mead & Hunt submitted final pay application in December 2021.	100%	a) County processing final Mead & Hunt invoice.
3168900-190121.02 AEA 20-03 AIP - 037	CAMARILLO	<b>CONSTRUCTION SERVICES TAXIWAYS H PAVEMENT REHABILITATION</b> Surface treatment and remarking of Taxiway H.	a) Construction was completed after application of second coat of pavement markings performed February 24, 25 and 26. b) As-Built version of the plans has been prepared. c) Balancing change order and final pay estimates submitted to County. c) The Final Closeout Report (FCR) is complete, except for County execution of NOC.	99%	a) All Contractor close-out items submitted to County. County to release retention when ready.
22069-181879.01 AEA 18-13 AIP - N/A	CMA & OXR	<b>DESIGN SERVICES OXR AND CMA DBE UPDATES (2020-2021)</b> Develop DBE program and goals as well as prepare yearly reports.	a) CMA & OXR i) Programs and goals submitted and approved. ii) Programs and goals reporting. iii) Submitted 2020 year end reports (FAA accepted). iv) Submitted 2021 year end reports (FAA accepted).	100%	a) County processing final Mead & Hunt invoice.

February 2, 2022

Mrs. Erin Powers  
Projects Administrator  
County of Ventura Department of Airports  
555 Airport Way, Suite B  
Camarillo, CA 93010

Re: Monthly Airport Project Status Update – January 2022

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of January 2022, by Jviation and our subconsultants for the Camarillo Airport:

**Airport Capital Improvement Plan (ACIP) Update**

- There is no update on this task from January 2022.
- **Upcoming:**
  - Jviation will wait for direction from the County on any future tasks.

**AIP Project No. 3-06-0339-039-2021 (Conceptual Design for 2025 Runway/Taxiway Reconstruction)**

- Throughout the month of January, the County, Jviation, Coffman Associates, and Encompass Consultant Group (ECG) coordinated on this project.
- On January 26, 2022, the County received a response from the FAA on the project description submitted in November 2021. The FAA requested some clarification on the project description.
- On January 27 and 28, 2022, the County and Jviation discussed this project and the possible update to the project description.
- On January 27 and 28, 2022, the County, Jviation, and Coffman Associates had a conference call with the FAA to discuss this project and the project description. The FAA indicated the project description needs to provide more detail. The FAA indicated they still need to review the scope of work for this project that was submitted in October 2021.
- **Upcoming:**
  - Project description update.
  - FAA approval of the project description.
  - FAA approval of the scope of work and fees from Jviation and Coffman Associates.
  - County executes the contract with Jviation for this project.

**Jviation Project No. CMA LOC 21-01 (Runway 8-26 and Taxiway A Pavement Improvements)**

- There is no update on this task from January 2022.
- **Upcoming:**
  - County confirms how to proceed with the improvements on the Runway 8-26 centerline and Taxiway A.
  - County approval of the proposed engineering fees from Jviation.
  - County executes the contract with Jviation for this project.

**On-Call Services: East End Hangar Development**

- On January 4, 2022, the County requested Jviation to review the updated plan set for this proposed development project.
- On January 7, 2022, the County requested Jviation to review the updated Construction Safety and Phasing Plan (CSPP) for this proposed development project.
- On January 13, 2022, Jviation provided review comments to the County on the updated CSPP.
- On January 20, 2022, the County and Jviation coordinated on the review comments provided on the updated CSPP and Jviation confirmed they had no further comments on the updated plan set.
- **Upcoming:**
  - Jviation will wait for direction from the County on any future tasks.

**On-Call Services: Rotating Beacon Replacement**

- There is no update on this task from January 2022.
- **Upcoming:**
  - This task will be removed from the status update.

If you have any comments, please do not hesitate to contact me.

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.  
Project Manager

cc: Mr. Keith Freitas, Mr. Dave Nafie – County of Ventura Department of Airports  
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mrs. Marisa Fluhr, Ms. Amanda Gross – Jviation, a Woolpert Company  
File

February 9, 2022

Mrs. Erin Powers  
Projects Administrator  
County of Ventura Department of Airports  
555 Airport Way, Suite B  
Camarillo, CA 93010

Re: Monthly Airport Project Status Update – January 2022

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of January 2022, by Jviation and our subconsultants for the Oxnard Airport:

**AIP Project No. 03-06-0179-038-2021 (Construction) - Runway 7-25 Reconstruction**

- Throughout the month of January, Jviation, the County, and the FAA coordinated on this project.
- Throughout the month of January, Jviation and the County coordinated with the Prime Contractor, Sully-Miller. This included coordination on construction closeout items, review of certified payrolls, preparation of periodic pay estimates, review of survey data, and review of quality control and quality assurance testing data. Jviation also submitted daily reports to the County for each day of monitoring construction activities.
- Throughout the month of January, Jviation worked on the Quality Assurance (QA) Testing summary and the Construction Closeout Report.
- On January 3, 2022, Jviation coordinated with the County and FAA on the runway closure needed to complete the installation of the permanent pavement markings, which was scheduled for the nights of January 5 and 6, 2022.
- On January 3 and 4, 2022, Jviation and the County coordinated on the second coat of pavement markings (taxiway centerline and runway lead-in lines) which will be adjusted and/or removed with the Connector Taxiways A-E Reconstruction project. It was decided to not install the second coat of pavement markings on the grooved pavement surface where the first coat of pavement markings were previously installed nor for black borders within the connector taxiway transition areas.
- On January 5, 2022, Jviation was on-site at night monitoring the installation of the permanent pavement markings.
- On January 6, 2022, the night work for the installation of the permanent pavement markings was cancelled due to dense fog and wet pavement surface conditions. Jviation worked with Sully-Miller to reschedule the runway closure.
- On January 13, 2022, Contractor Pay Application No. 4 was executed and distributed to all parties.
- On January 13, 2022, Jviation and the County had a coordination meeting and this project was discussed.
- On January 14 and 19, 2022, Jviation coordinated with the County and FAA on the runway closure needed to install the permanent pavement markings. The nighttime runway closure was scheduled for January 20, 2022, with January 24, 2022, as a backup night.
- On January 20, 2022, Jviation was on-site at night monitoring the installation of the permanent pavement markings and all remaining work was completed.



- On January 20, 2022, Jviation and the County had a coordination meeting and this project was discussed.
- On January 21, 2022, Jviation provided a detailed timeline of Contractor Pay Application No. 4 to the County. The County and Jviation coordinated on this timeline on January 24 and 25, 2022.
- On January 25, 2022, Jviation issued an updated final punch list to Sully-Miller and the County and FAA were also included in the distribution.
- On January 26, 2022, Jviation submitted the Quality Assurance (QA) Testing summary to the FAA and the County was also included in the distribution.
- On January 26, 2022, Jviation submitted the weekly Construction Progress and Inspection Reports to the FAA and County for the weeks of January 2-8, 2022 and January 16-22, 2022.
- On January 27, 2022, Jviation and the County had a coordination meeting and this project was discussed.
- On January 28, 2022, Jviation emailed a list of items needed to complete the final construction closeout report to the County.
- **Upcoming:**
  - Jviation will continue project coordination with the County, FAA, and Sully-Miller.
  - Jviation will meet with Sully-Miller to coordinate on construction closeout items.
  - Jviation will prepare Contractor Pay Application No. 5 for review.

**AIP Project No. 03-06-0179-040-2022 (Design) – Connector Taxiways A-E Reconstruction**

- Throughout the month of January, Jviation, the County, and FAA coordinated on this project.
- On January 10, 2022, the County informed Jviation they were still reviewing the Issued for Review submittal documents.
- On January 12, 2022, Jviation contacted the FAA offering assistance for the relocation of the FAA power line that is currently run through storm sewer pipes crossing existing Taxiway B. The FAA indicated nothing is needed from Jviation at this time.
- On January 13, 2022, Jviation and the County had a coordination meeting and this project was discussed.
- On January 14, 2022, the FAA requested the length of the connector taxiways to be reconstructed from the County and Jviation provided the lengths to the County the same day.
- On January 19, 2022, the County, FAA, and Jviation had a conference call to discuss the relocation of the FAA power line that is currently run through storm sewer pipes crossing existing Taxiway B. This FAA electrical line supplies power to the Glide Slope, ASOS, and Runway 25 PAPIs. The reconstruction of Taxiway B cannot be completed until the FAA power line is relocated out of the storm sewer pipes. The County and Jviation had a debrief meeting following this conference call with the FAA.
- On January 19, 2022, the FAA provided minor comments on the Issued for Review Construction Safety and Phasing Plan (CSPP) to the County and Jviation.
- On January 20, 2022, Jviation and the County had a coordination meeting and this project was discussed.
- On January 24, 2022, the County provided Jviation with comments on the Issued for Review plan set and CSPP.
- On January 24, 2022, Jviation provided the County with a proposed layout and cost estimate for the relocation of the FAA power line. The County and Jviation coordinated on this on January 25, 2022.

- On January 25, 2022, the County and Jviation discussed the FAA power line that is run through storm sewer pipes crossing existing Taxiway B in preparation for the conference call with the FAA the next day.
- On January 25, 2022, the County provided information to the FAA on the FAA power line that is run through storm sewer pipes. The FAA requested more information from the County. The County and Jviation coordinated on the FAA request for more information. Jviation provided the information to the County on January 26, 2022 and the County provided it to the FAA.
- On January 26, 2022, the County, FAA, and Jviation had a conference call to discuss the relocation of the FAA power line that is currently run through storm sewer pipes crossing existing Taxiway B. The County presented a proposed layout prepared by Jviation to relocate the FAA power line that connected to existing termination point in the electrical room located in the bottom of the Air Traffic Control Tower (ATCT). The FAA presented proposed layout that was run from the east and terminated at the MALSF shelter. The County and Jviation had a debrief meeting following this conference call with the FAA.
- On January 27, 2022, Jviation and the County had a coordination meeting and this project was discussed.
- On January 31, 2022, Jviation provided the County with a proposed layout following the FAA's preferred layout for the relocation of the FAA power line. Jviation also provided the County with a cost estimate for the FAA preferred layout. The County and Jviation coordinated on this on February 1, 2022.
- **Upcoming:**
  - Comments from the County and FAA on the Issued for Review submittal.
  - Coordination with the County and FAA on the relocation of the FAA power line.
  - Coordination with the County and FAA on the Issued for Bid submittal, bid advertisement, and bid opening.

#### **Airport Capital Improvement Plan (ACIP) Update**

- There is no update on this task from January 2022.
- **Upcoming:**
  - Jviation will wait for direction from the County on any future tasks.

If you have any comments, please do not hesitate to contact me.

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.  
Project Manager

cc: Mr. Keith Freitas, Mr. Dave Nafie – County of Ventura Department of Airports  
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mrs. Marisa Fluhr, Ms. Amanda Gross – Jviation, a Woolpert Company  
File

# **AIRPORT TENANT PROJECT STATUS February 28, 2022**

## **CAMARILLO**

- ➔ Airport Properties Limited (APL) Row I plans submitted to Airport for final review and approval before County Agency permits can be issued. APL coordinating with Airport for FAA required NEPA review.
- ➔ CloudNine Development project construction initial grading complete. Additional permits pending, construction to resume soon.

## **OXNARD**

- ➔ None

## **OTHER**

- ➔ None

**COUNTY OF VENTURA  
DEPARTMENT OF AIRPORTS  
NON GRANT PROJECTS**

**February 2022**

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Scheduled or Actual Dates				% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start	Const Comp		
5	CMA RWY Centerline and TWY Alpha Repair	<u>TBD</u>		<u>Jviation</u>	TBD	TBD	TBD	TBD	TBD	Jviation submitted SOW and cost proposal for design and bid process. Construction management proposal TBD after design identifies construction phasing/schedule.
3	OXR PFAS Supplemental Plan/Sampling & Monitoring	\$6,500 137,000	\$226,018	<u>Ninyo &amp; Moore</u>	N/A	1/19/21	N/A	3/29/21	100 75	The CA State Water Board requires Part 139 Airports that have discharged firefighting foam to develop a work plan and perform testing. Soil sampling and report submitted to State Water Board. New order requires additional workplan and sampling/monitoring. Results of this round of sampling were submitted and the Water Board has identified additional sampling needed. Consultant provided amendment to Airport for approval. DOA seeking BOS amendment approval on March 1, 2022.

Note: Shaded boxes indicate changes from previous month

CMA – Camarillo Airport

OXR – Oxnard Airport

TBD – To be determined

CCO – Contract Change Orders

CUE – Camarillo Utility Enterprise

Project Reports-Monthly\Non Grant Proj. Report.doc

**COUNTY OF VENTURA  
DEPARTMENT OF AIRPORTS  
FAA GRANT PROJECTS**

**February 2022**

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Estimated Schedule or Actual Dates			% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start	Const Comp	
5	CMA Airfield Geometry Study and Drainage Study for RWY & TWY Reconstruction	\$ <u>147,300</u>		<u>Coffman Assoc.</u>	<u>N/A</u>	<u>1/24/19</u>	<u>N/A</u>	<u>TBD</u>	Draft forecasts for geometry study to be refreshed with the Airport Master Plan process. Drainage survey for RWY reconstruction underway to allow for 2025 planned construction.
5	TWY H Pavement Rehabilitation (Seal Coat)	\$ <u>273,576</u> \$ <u>213,351</u>		<u>Mead &amp; Hunt, Maxwell Asphalt</u>	<u>6/25/19</u>	<u>8/15/19</u>	<u>4/20/20</u>	<u>TBD</u>	Final striping complete. Closeout paperwork underway.
5	CMA System Master Plan Update	\$ <u>741,094</u>		<u>Coffman Associates</u>	<u>N/A</u>	<u>9/24/20</u>	<u>9/30/20</u>	<u>TBD</u>	First public workshop date held May 13, 2021. Based on workshop feedback, the master plan has been paused to address main community concerns. Certain elements related to the AGIS and environmental surveys will still be moving forward as they relate to information needed for FAA coordination and other project needs outside the master plan study process.
3	OXR Airport Layout Plan Update	\$ <u>246,176</u>		<u>Coffman Assoc.</u>	<u>N/A</u>	<u>10/17/17</u>	<u>N/A</u>	<u>12/30/19</u>	Work complete. FAA approved the ALP update on 2/14/22.

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Estimated Schedule or Actual Dates				% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start	Const Comp		
3	OXR RWY & TWY Connector Transitions Reconstruction	\$12,832,636 \$12,274,001	\$124,906	Mead Hunt Sully-Miller Inc.	4/29/21	7/20/21	7/23/21	2/28/21	100 95	Final grooving and striping completed in January. Final punchlist items remain to be completed and closeout paperwork.
3	OXR TWY Connector Reconstruction Design/Repackage	\$335,960		Jviation	TBD	12/17/21	TBD	TBD	90	95% Submittal approved by FAA for Bid as one schedule of work, then on 2/22/22, FAA requested the project be bid revised with a base bid and an alternate based on funding availability. Jviation revising bid documents to reflect new bid format. Bid period anticipated to begin in March.

Note: Shaded boxes indicate changes from previous month  
CMA – Camarillo Airport  
OXR – Oxnard Airport  
TBD – To be determined  
CCO – Contract Change Orders



# DEPARTMENT OF AIRPORTS 2022 MEETING SCHEDULES

## AAC/CAA/OAA

<i>AVIATION ADVISORY COMMISSION</i>	<i>CAMARILLO &amp; OXNARD AUTHORITIES</i>
January 3	January 13
February 7	February 10
March 7	March 10
April 4	April 14
May 2	May 12
June 6	June 9
July 11 (DUE TO HOLIDAY)	July 14
August 1	August 11
September 6 (DUE TO HOLIDAY)	September 8
October 3	October 13
November 7	November 10
December 5	December 8

The Aviation Advisory Commission meets on the first Monday of the month (exceptions are noted above in yellow highlight) at 7:00 p.m. in the Department of Airports Administration Office, 555 Airport Way, Suite B, Camarillo, CA 93010, unless otherwise noted on the agenda. Changes or cancellations may occur.

The Camarillo & Oxnard Airport Authorities meet jointly on the second Thursday of the month (exceptions are noted above in green highlight) at 6:30 p.m. in the Department of Airports Administration Office, 555 Airport Way, Suite B, Camarillo, CA 93010, unless otherwise noted on the agenda. Changes or cancellations may occur.



# COUNTY of VENTURA

## Department of Airports

555 Airport Way, Suite B  
Camarillo, CA 93010  
Phone: (805) 388-4372  
Fax: (805) 388-4366  
[www.ventura.org/airports](http://www.ventura.org/airports)

February 10, 2022

Mr. Greg Ramirez, City Manager  
City of Camarillo  
601 Carmen Drive  
Camarillo, CA 93010

Via email: [gramirez@cityofcamarillo.org](mailto:gramirez@cityofcamarillo.org)

RE: Cloud Nine Project

Dear Greg,

Thank you for taking the time yesterday to discuss the status of the Cloud Nine project. We are encouraged to hear that the project is heading towards final consideration by the Camarillo City Council on or about March 9, 2022. Two remaining questions were referred to us by the developer and I wanted to document our position with the City.

First, the roadway easement deed is moving forward through FAA review/approval process. We conducted the site survey to define the required parcel and the FAA now has a good understanding of the need, the justification, and the process. We do not have a specific timeframe when the property will be released by the FAA, but we do not anticipate any issues.

Second, RKR has secured a \$130,000 bond covering the ultimate configuration of their deceleration lane on Los Posas Road, to expedite the permitting process. However, the Department of Airports has agreed to be financially responsible for these future improvements. The Department of Airports will work with the City to determine the best way to document the transfer of responsibility, from RKR to the Department of Airports, for future changes to the deceleration lane.

Sincerely,

KEITH FREITAS, A.A.E., C.A.E.  
Director of Airports



## Ventura County Transportation Commission

February 14, 2022

Mr. Jay Dobrowalski, Senior Planner  
City of Oxnard, Planning Division  
214 South C Street  
Oxnard, CA 93030

Dear Mr. Dobrowalski,

Thank you for the opportunity to review the recirculated Draft Environmental Impact Report (DEIR) for the Teal Club Specific Plan (TCSP). The City of Oxnard, as lead agency, prepared and is recirculating the TCSP DEIR for public review and comment pursuant to the California Environmental Quality Act (CEQA). We understand that this recirculation is required when significant new information is added to the EIR after public notice for public review of the Draft EIR, but prior to certification, and that the original Draft EIR was circulated for public review in 2015. We understand that the EIR has been revised to remove a 25-acre area from the Specific Plan Area boundary, and to remove a new 58,000 square foot school, fire station, and park analyzed in the original Draft EIR, along with fewer single family and additional multi-family units compared to the Specific Plan analyzed in the original EIR, though the overall number of residential units remains the same.

The Ventura County Transportation Commission (VCTC) serves as the Airport Land Use Commission (ALUC) for Ventura County. The Commission adopted an Airport Comprehensive Land Use Plan (ACLUP) on July 7, 2000, which serves as the airport land use compatibility plan as required by state law for the Ventura region (ALUCP). The ACLUP covers the Camarillo, Santa Paula and Oxnard Airports as well as the Naval Air Station Point Mugu and their surrounding areas. For the Oxnard Airport, the County and City have also adopted the Oxnard Airport Master Plan (OAMP), which serves as the planning document for development within the airport's boundaries consistent with the ACLUP.

The Project Description included with the "Notice of Availability of a Recirculated Draft Environmental Impact Report Teal Club Specific Plan" acknowledges that the project is located within the land use planning area for the Oxnard Airport and would "require approval by the Ventura County Airport Land Use Commission." It should be noted that the role of the Airport Land Use Commission is not to approve or disapprove the project, but rather to make a determination as to the *consistency* of the project with the ACLUP. Should the ALUC determine that the project is inconsistent with the ACLUP, Public Utilities Code Section 21670 et seq., sets forth that a supermajority (two-thirds) of the local governing body is required to override the

findings of an ALUC. The TCSP DEIR Section 4.7 (Page 4.7-7) accurately describes the requirements and process for a consistency determination by the ALUC.

In its capacity as the ALUC, Commission Staff submitted a comment letter dated September 24, 2015, in response to the original circulation of the DEIR. The September 24<sup>th</sup> letter identified an inconsistency between the proposed project and the ACLUP in the proposal for a school site, which is considered an incompatible land use within the Traffic Pattern Zone (TPZ) for the airport. The recirculated DEIR has removed the school site from the project. However, the DEIR notes that the Oxnard School District approved plans for an elementary school and middle school adjacent to the project site in February 2018.

#### **Section 4.13 Transportation and Traffic**

In addition to its Airport Land Use Commission role, VCTC also serves as the regional transportation planning agency for Ventura County. In this capacity, we provide the following analysis and comments on the TCSP DEIR related to transportation impact analysis and Vehicle Miles Travelled (VMT). Based on our review of Impact T-5 of the TCSP DEIR, we believe a more robust VMT analysis is needed and an appropriate VMT threshold should be selected to address VMT analysis under the changes to CEQA Guidelines created by SB743 (CEQA Guidelines 15064.3). The VMT analysis in Section 4.13 (Page 23) uses double the 2040 SCAG regional average work trip length as an estimated baseline of 31 VMT per employee in lieu of an established VMT threshold by the City of Oxnard. The analysis compares this estimated baseline to 12 miles per service population (residents and employees) daily from the VMT estimate produced by the CalEEMod air quality model. However, these two figures cannot be directly compared and lead to the erroneous conclusion that the VMT impact of the TCSP is 61% lower than the regional average.

According to the SB743 OPR guidance, it is best practice to use comparable data and methods to establish an “apples-to-apples” comparison between thresholds and VMT estimates. First, work-based VMT per employee cannot be directly compared to total VMT per service population (residents and employees). Second, while the TCSP DEIR is disadvantaged by not having an established VMT threshold for the City of Oxnard, average trip lengths cannot be substituted and directly compared to the VMT metrics recommended by OPR. Comparing average trip lengths to normalized VMT metrics assumes that vehicle miles and person miles are identical, whereas only a fraction of all trips are drive-alone vehicle trips. Normalized VMT metrics capture persons travelling by several modes which do not contribute to VMT (carpool, transit, non-motorized), but travel the same average trip length. Also, the OPR recommended VMT metrics capture several trip types other than commuter trips. It is also worth noting that CalEEMod utilizes several trip lengths for Ventura County which are significantly lower than the SCAG regional average work trip.

The table below shows the OPR recommended VMT metrics from the Ventura County Transportation Model (VCTM) for the City of Oxnard and Ventura County. The City of Oxnard is generally a low VMT generating area, however, from reviewing the VCTM baseline data, it is

possible that VMT mitigation could be needed depending on the threshold and VMT metrics selected.

Jurisdiction	Home-based VMT/Capita	Work-based VMT/Employee	Total VMT/Service Population
Oxnard Baseline	14.8	12.89	20.73
Ventura County Baseline	16.48	19.09	27.25
Oxnard - 15% Threshold	12.58	10.96	17.62
Ventura County - 15% Threshold	14.01	16.23	23.16

Since different models have differing methods and base data, it is recommended to use the same model to develop thresholds and project level estimates for consistency. For larger projects, such as the TCSP, we recommend conducting a full traffic model run to estimate VMT impacts rather than relying on a sketch model such as CalEEMod. Traffic models capture the interactions between the project and land uses in the surrounding area, producing a better estimate of VMT impacts.

We recommend that a more appropriate VMT baseline be selected for the TCSP DEIR in the absence of an established threshold by the City of Oxnard. We also recommend performing a full traffic model run to estimate the VMT impact of the TCSP, which would better capture the impact of the development on surrounding land uses and allow for consistent comparison of VMT metrics. The Ventura County Transportation Model is available from VCTC upon request for all Ventura County agencies to use for SB743 VMT analysis. The 2016 Base Year VMT data and maps from VCTM are also available on the VCTC website:

<https://www.goventura.org/work-with-vctc/traffic-model/>.

Again, the Ventura County Transportation Commission / Ventura County Airport Land Use Commission appreciates the opportunity to review and comment on the recirculated Teal Club Specific Plan Draft Environmental Impact Report. If you have any questions or comments, please feel free to contact Ms. Amanda Fagan, Director of Planning and Sustainability, at (805) 642-1591 ext. 103 or [afagan@goventura.org](mailto:afagan@goventura.org).

Sincerely,



Martin Erickson  
Executive Director





**COUNTY of VENTURA**  
Department of Airports

555 Airport Way, Suite B  
Camarillo, CA 93010  
Phone: (805) 388-4372  
Fax: (805) 388-4366  
[www.ventura.org/airports](http://www.ventura.org/airports)

February 15, 2022

Via email: [jay.dobrowalski@oxnard.org](mailto:jay.dobrowalski@oxnard.org)

City of Oxnard Community Development Department  
Planning Division  
214 S C Street Oxnard, California 93030  
Contact: Jay Dobrowalski, Senior Planner

**Subject:   Teal Club Specific Plan  
              Recirculated Draft EIR  
              Ventura County, Department of Airports Review Comments**

Dear Mr. Dobrowalski,

The County of Ventura Department of Airports (DOA), as owner and sponsor of Oxnard Airport, is in receipt of the Recirculated DRAFT EIR for the Teal Club Specific Plan (TCSP). The EIR has been referred to DOA per the requirements of the Ventura County Airport Compatible Land Use Plan (ACLUP), the current version having been adopted July 7, 2000. The initial EIR was reviewed by DOA and a letter furnished to the City on October 5, 2015 (attached as Exhibit 1).

Prior comments by DOA addressed the inclusion of two schools in the TCSP, which have been removed from the recirculated EIR, which now states:

"No schools are proposed as part of the proposed TCSP. However, in February 2018, the Oxnard School District approved plans to build an elementary school and a middle school adjacent to the Plan Area on Doris Avenue." (p. 4.7-21)

The ACLUP states that Public/Institutional uses, which includes schools, is an unacceptable use within the Traffic Pattern Zone. While the Recirculated EIR shows that schools are no longer included in this environmental analysis, the TCSP remains the justification for the schools, as well as for their location within the Traffic Pattern Zone, as previously included in the initial EIR.

Regarding the remaining elements of the TCSP, we submit the following comments.



### **Consistency with Airport Compatible Land Use Plan**

The ACLUP depicts land uses surrounding Oxnard Airport that would be considered compatible with the airport. A Sphere of Influence and four safety zones provide a framework for land use compatibility. Exhibit A2 of the ACLUP (attached as Exhibit 2) depicts the Comprehensive Land Use Plan for Oxnard Airport. The planned uses shown in the ACLUP beneath the proposed TCSP development are:

AC – Airport Compatible  
O – Office (Commercial)  
MOS – Miscellaneous Open Space  
P - Parks (Open Space)  
LM – Low/Medium Density Residential  
L – Low Density Residential  
VL – Very Low Density Residential  
SP – Pubic/Semi Public

Of those, the O-Office and P-Parks would be the most compatible uses with Oxnard Airport and are consequently the designated uses closest to the runway. The TCSP proposes to eliminate the Office/Commercial designation in exchange for PA 3, PA 5, PA9, PA11, PA12, PA13, PA 14 zones, which are all subcategories of Residential. The TCSP also proposes to reduce the size of the Parks/Open space in exchange for additional residential uses. The L-Low and VL-Very Low-density areas shown in the ACLUP have been removed and are not addressed by the TCSP. Those removed designations are shown on the parcel owned by the Oxnard School District.

Table 6B of the ACLUP indicates the adopted land use compatibility standards in safety zones for civilian airports. The entire TCSP development is within the Traffic Pattern Zone. The Recirculated Draft EIR correctly indicates the mitigation measures required by the ACLUP along with the requirement to refer the project to the Ventura County Airport Land Use Commission for a determination of consistency with the ACLUP. The City of Oxnard Code also requires review and recommendation by the Oxnard Airport Authority prior to final approval by the City Council.

The Department of Airports points out that in general residential uses are more noise sensitive uses than Office/Commercial and Parks/Open Space uses. The changes in land use proposed by the TCSP will significantly increase the number of residents living within the Traffic Pattern Zone over what the ACLUP establishes. This comes with a commensurate increase in risk to residents from potential aircraft accidents and from more residents potentially being annoyed by normal aircraft activity at Oxnard Airport who then seek relief from City of Oxnard.

Table 4.9-1 Summary of Land Use and Planning Impact Conclusions				
Would the project:	Significant and Unavoidable (Class I)	Significant but Mitigable (Class II)	Less than Significant (Class III)	Beneficial (Class IV)
1. Conflict with an applicable land use plan, policy, or regulation of the City or other agency with jurisdiction over the project adopted for the purpose of avoiding or mitigating an environmental effect?		X		
2. Involve land uses that are not allowed under an applicable airport land use compatibility plan?		X		
3. Conflict with an applicable habitat conservation plan or natural community conservation plan?		X		
4. Physically divide an established community?			X	

Source: Recirculated Draft EIR

According to the EIR (Table 4.9.-1), the document acknowledges that the project would “Conflict with an applicable land use plan, policy or regulation of the City or other agency” and “Involve land uses that are not allowed under an applicable airport land use compatibility plan”. As stated by the EIR, while the effects would be Class II Mitigable, they are Significant.

### Consistency with the Oxnard 2030 General Plan

The ***Oxnard 2030 General Plan (General Plan)*** includes the TCSP development as an Urban Village. The goals and objectives of the Urban Village development are stated in the *Teal Club Specific Plan Administrative Draft*. Being included by name in the *General Plan*, the TCSP and Urban Village design objectives are assumed to be consistent. The Department of Airports has comments on consistency with several of the *General Plan's* goals:

**CD 1.12 - Avoiding Encroaching the Oxnard Airport.** Retain land within the airport hazard area as permanent open space as shown on the Land Use Map or otherwise recommended by the County Department of Airports. (Community Development)

**DOA Comment:** Because the TCSP and associated land use changes reduces the separation of residential, educational, and open space over the approved ACLUP recommendation, the overall effect is that approval of the TCSP would promote encroachment and reduce rather than improve the consistency with CD 1.12.

**CD 5.2 – Compatible Land Use.** Ensure adequate separation between sensitive land uses (residential, educational, open space, healthcare) to minimize land use incompatibility associated with noise, odors, and air pollutant emissions. (Community Development)

**DOA Comment:** Because the TCSP reduces the separation of residential, educational, and open space, the overall effect is that approval of the TCSP would reduce rather than improve the consistency with CD 5.2.

**ICS 10.2 – Oxnard Airport Compatible Land Use.** Continue to ensure that the land use and zoning adjacent to Oxnard Airport is compatible in order to minimize potential noise and safety problems. (Infrastructure and Community Services)

**DOA Comment:** The industrial land use immediately adjacent (sharing the fence line) to Oxnard Airport is expected to be compatible with Oxnard Airport. The ACLUP provides a larger buffer between the fence line and the planned low-density residential to the north. Because the TCSP reduces this buffer to the north side of Teal Club Road, the overall effect is that approval of the TCSP would reduce rather than improve the consistency with ICS 10.2.

**ICS 10.3 – Airport Operations Monitoring.** Monitor impacts, such as vehicle congestion, overflight noise, and air pollution, from operations at the Oxnard Airport and work with the County Department of Airports to reduce these impacts if they are excessive. (Infrastructure and Community Services)

**DOA Comment:** The County Department of Airports proactively seeks to address the concerns of residents around Oxnard Airport. Complaints from existing neighborhoods are increasing while hundreds of new residential units are being approved closer to the airport. Approval of TCSP would increase the number of residents affected by normal airport activity and increase the workload to meet the goal of ICS 10.3.

**SH 6.5 – Land Use Compatibility with Noise.** Encourage non-noise sensitive land uses to locate in areas that are permanently committed to noise producing land uses, such as transportation corridors and industrial zones. (Safety & Hazards)

**DOA Comment:** Oxnard Airport is considered a transportation corridor and is compatible with industrial zones. Encouraging noise sensitive uses such as “residential, educational and open space” to develop in close proximity to the existing and planned industrial uses adjacent to Oxnard Airport would reduce rather than improve consistency with SH 6.5.

**SH 6.13 – Noise acceptable for Open Windows and Patios.** Continue to require noise analysis of proposed development projects as part of the environmental review process and then require mitigation measures to reduce noise impacts to acceptable levels within outside activity areas and within residential structures without relying on mechanical ventilation, if feasible. (Safety & Hazards)

**DOA Comment:** Complaints received from current residents surrounding Oxnard Airport often state that the overflight by aircraft interrupts their enjoyment of outdoor spaces. The EIR indicates that mitigation of this significant impact includes

soundproofing measures, better windows, and mechanical ventilation. While this mitigation is necessary to make the TCSP development conditionally acceptable with the ACLUP, it would tend to reduce rather than improve consistency with SH 6.13.

Thank you for the opportunity to provide comments on the Recirculated Draft EIR. In summary, the mitigation cited in the Recirculated Draft EIR would be sufficient to be conditionally acceptable.

The following are required in order to be Conditionally Acceptable (also reference ACLUP, Table 6B).

1. The owner/developer shall grant an avigation easement acceptable to the Department of Airports to the County of Ventura.
2. Fair disclosure agreement and covenant acceptable to the Department of Airports shall be recorded by the owner and developer of the project.
3. Maximum structural coverage must be no more than 25% for residential uses and 50% for commercial uses.
4. Owner and developer must receive determination of no adverse effect on navigable airspace from FAA.
5. Residential structures shall incorporate noise attenuation soundproofing methods to reduce the effects from exposure to normal aircraft operation.

The required discretionary approvals (Section 2.6 of EIR) should include the review and recommendation by the Oxnard Airport Authority, which was omitted from the Draft.

If you have any questions regarding this item, please call me at 388-4200.



KEITH FREITAS, A.A.E, C.A.E.  
Director of Airports

Attachments:

Exhibit 1 – Letter to City of Oxnard Planning Division, October 5, 2015  
Exhibit 2 – Exhibit A2, ACLUP, July 7, 2000



## VENTURA LOCAL AGENCY FORMATION COMMISSION

801 S. VICTORIA AVENUE, SUITE 301 • VENTURA, CA 93003

TEL (805) 654-2576 • FAX (805) 477-7101

VENTURA.LAFCO.CA.GOV

February 22, 2022

SENT VIA E-MAIL

Jay Dobrowalski, Senior Planner  
City of Oxnard Planning Division  
214 South C Street  
Oxnard, CA 93030

Subject: Notice of Availability of a Recirculated Draft Environmental Impact Report (DEIR) for the Teal Club Specific Plan (TCSP) Project

Dear Mr. Dobrowalski:

Thank you for providing the Ventura Local Agency Formation Commission (LAFCo) with the opportunity to review the subject DEIR, and for granting LAFCo staff an additional week to submit comments. As a responsible agency under the California Environmental Quality Act (CEQA), LAFCo is charged with ensuring that environmental documents prepared by lead agencies address the issues that relate to LAFCo's scope of authority. LAFCo is a responsible agency for the subject project because LAFCo approval of a reorganization and related sphere of influence amendments are required in order for municipal services to be provided to the proposed development. The Commission has not reviewed the draft environmental document, and this letter represents the analysis of LAFCo staff.

### Project Description

The City of Oxnard is the lead agency for the project involving: (1) adoption of the TCSP to allow for development of new residential and commercial uses within a 149.72-acre area, (2) pre-zoning of the TCSP (i.e., the 149.72-acre TCSP project area less 6.72 acres along the easternmost project edge which are already within the City) and additional area to the south (i.e., the 11.4-acre unincorporated area south of Teal Club Road containing small residential and industrial development and vacant land<sup>1</sup>), (3) approval of a tract map, and (4) approval of a reorganization by LAFCo involving the currently-unincorporated 143-acre area of the TCSP as well as the 11.4-acre additional area to the south, as described in more detail below.

Resulting development of the site would include a maximum of 990 single-family and multi-family residential units (including approximately 148 affordable units), a maximum of 192,000 square feet of commercial space, 17.76 acres of parks and open space, new and widened streets, utilities infrastructure, parking, bicycle and pedestrian paths and sidewalks, and landscaped areas. The primary modification to the project description and purpose for

---

<sup>1</sup> While not a part of the TCSP, the proposal to LAFCo would also include boundary changes affecting 11.4 acres of land (to avoid the creation of an unincorporated County "island") located south of Teal Club Road that is proposed to be pre-zoned to *Light Manufacturing* which would enable the construction of a maximum of 347,608 square feet, expected to consist of manufacturing and warehouse uses.

recirculation of the DEIR is the elimination of a new school, fire station, and park from the proposal.

The recirculated DEIR states that the proposal area is located within the spheres of influence of the City of Oxnard and the voter-approved City Urban Restriction Boundary (CURB), and outside the Ventura-Oxnard Greenbelt.<sup>2</sup> As discussed in more detail below, development of the proposal area will involve road widening of Patterson Road and Teal Club Road, which will require a modification to the City's sphere of influence and appear to also require adjustments to the boundaries of both the CURB and Greenbelt. Any necessary changes to spheres of influence, the CURB, and the Greenbelt should be included in the project description.

#### *Request to LAFCo*

The proposed development would occur within the City. Annexation of the unincorporated portion of the proposal area to the City requires LAFCo approval of several changes of organization, collectively called a reorganization. The recirculated DEIR should be updated to include the following components<sup>3</sup> of the reorganization request:

- Annexation to the City of Oxnard
- Annexation to the Calleguas Municipal Water District (MWD) (and to the Metropolitan Water District of Southern California)
- Detachment from the Ventura County Fire Protection District
- Detachment from the Ventura County Resource Conservation District
- Detachment from Oxnard Drainage District No. 1
- Detachment from Ventura County Service Area No. 32

Additionally, the project description should include amendments to spheres of influence, as follows:

- Expansion of the sphere of influence for the City of Oxnard
- Expansion of the sphere of influence for the Calleguas MWD
- Reduction of the sphere of influence for Oxnard Drainage District No. 1

Furthermore, modifications to the CURB and Ventura-Oxnard Greenbelt appear to be necessary. The project would result in road widening adjacent to the project site, involving two road segments that serve as the jurisdictional boundary between the City and the County (i.e., Teal Club Road between Victoria Avenue and Patterson Road, and Patterson Road between Doris Avenue and Teal Club Road). The discussion in the recirculated DEIR should be expanded to evaluate and ensure consistency with LAFCo policies, as follows:

---

<sup>2</sup> Greenbelts within Ventura County serve the purpose of preserving agriculture and/or open space, providing separation between cities, and/or limiting the extension of urban services.

<sup>3</sup> The recirculated DEIR lists detachment from Ventura County Service Area No. 33 (CSA 33) as a necessary component of LAFCo approval; however, this detachment is no longer necessary, as CSA 33 was dissolved in 2019.



- Patterson Road along the western edge of the specific plan boundary is proposed to be widened so that the new section of roadway will align with the existing roadway to the north. It appears that widening Patterson Road will require dedication of right-of-way and construction on the adjacent property to the west. Section 3.2.1 of the Ventura LAFCo Commissioner's Handbook (Handbook) provides, in part that, "Except in extraordinary circumstances, cities shall annex entire roadway sections adjacent to territory proposed to be annexed and shall include complete intersections." Therefore, the entire proposed right-of-way width of Patterson Road should be included as part of the proposed reorganization.
- Teal Club Road is proposed to be widened between Patterson Road and Victoria Avenue. It appears that widening of this section of Teal Club Road will require the dedication of additional right-of-way and construction to the north of the existing Teal Club Road into unincorporated area. Handbook Section 3.2.1 provides, in part, "City annexations shall reflect logical allocations of existing and proposed roads and rights-of-way. Illogical allocations are divisions of roads in the middle..." To avoid a situation where the roadway is split between two jurisdictions, the entirety of the proposed right-of-way of Teal Club Road should be included as part of the reorganization.
- The properties that would be involved to accommodate the road widening are located outside the City's sphere of influence. In addition, the majority of the parcels that are necessary for road widening are located outside the Calleguas MWD sphere of influence. Because a sphere of influence represents the probable physical boundary and service area of a local agency, as determined by the Commission (pursuant to Government Code § 56076), both spheres of influence must be amended (i.e., expanded) in order for these areas to be annexed.
- The recirculated DEIR acknowledges that the road widening of both Teal Club Road and Patterson Road would occur outside the CURB, but explains that these improvements are exempt from voter approval pursuant to provisions of the City's Save Open Space and Agricultural Resources (SOAR) ordinance.<sup>4</sup> While this may be the case, the EIR should evaluate consistency with Handbook Sections 3.2.4.2 and 4.2.1 which provide that, unless exceptional circumstances exist, LAFCo will not approve proposals that are in conflict with CURBs.
- The recirculated DEIR recognizes that road widening would occur within the Ventura-Oxnard Greenbelt. The EIR should evaluate consistency with Handbook Section 3.2.4.4, which provides that, unless exceptional circumstances exist, LAFCo will not approve proposals that are in conflict with greenbelt agreements. The project description should include a proposed amendment to the Greenbelt Agreement that would remove the widened roadways from the Greenbelt. Note that amendments to a greenbelt agreement require approval from all parties to the agreement.

---

<sup>4</sup> Subject to the City's Save Open Space and Agricultural Resources (SOAR) ordinance, the CURB establishes a boundary within which voter approval is generally required prior to the extension of City services or a change in general plan designation.

- The Oxnard Drainage District No. 1 owns and operates surface and subsurface drainage systems serving the agricultural operations within its jurisdiction. It appears that the widening of Patterson Road and Teal Club Road may impact existing District drainage facilities. These impacts should be identified and evaluated in the EIR.

#### **LAFCo Law and Ventura LAFCo Policies**

LAFCo's purposes are to (1) discourage urban sprawl, (2) preserve open space and prime agricultural land, (3) ensure efficient provision of government services, and (4) encourage the orderly formation and development of local agencies, such as cities (Government Code § 56301). The Ventura LAFCo has adopted local policies that it must consider when making decisions on reorganization proposals. Specifically, the policies found in Divisions 3 and 4 of the Handbook apply to the proposed project. The Handbook is available on the Ventura LAFCo website at [www.ventura.lafco.ca.gov](http://www.ventura.lafco.ca.gov), under the "Policies & Laws" tab.

To adequately address the subjects that are within LAFCo's scope of authority (pursuant to Government Code § 56668 and § 56425), the EIR should include an analysis of the following:

#### *Agricultural Resources (Government Code § 56668(e))*

The project would result in the conversion of approximately 149.5 acres of prime agricultural land to urban uses. The DEIR acknowledges the significant impact to prime agricultural land, and includes two options for the developer to mitigate this impact: (1) an agricultural conversion in-lieu fee to be used for land acquisition, refurbishment and/or construction of farmworker housing units within Oxnard, or (2) purchase of agricultural conservation easements in the Oxnard Plain, Santa Clara River floodplain, or another location deemed acceptable by the City of Oxnard, for 149.5 acres of agricultural land of comparable quality.

While the recirculated DEIR, in contrast to the original DEIR, provides proposed mitigations for loss of agricultural land, an in-lieu fee to support development of farmworker housing is not an appropriate mitigation for the loss as it does not "avoid, minimize, rectify, reduce or eliminate, or compensate" for the impact (CEQA Guidelines § 15370). Dedication of funds to support farmworker housing, while valuable and generally supportive of the local agricultural industry, does not mitigate for the permanent loss of agricultural land. On the other hand, conservation easements could partially compensate for the impact that implementation of the project would have on agricultural lands, as they ensure long-term protection of agricultural land. The recirculated DEIR should clarify whether the ratio of converted acres to protected acres is 1:1 (as provided in the narrative of the mitigation), or 2:1 based on the description of timing milestones for the recordation of permanent conservation easements:

Timing	Acres Protected by Conservation Easement(s)
Prior to recordation of the first final map	50 acres
Prior to issuance of building permit for 500 <sup>th</sup> residential unit	100 acres
Prior to issuance of building permit for 990 <sup>th</sup> residential unit	149.5 acres

Although not necessarily a CEQA matter, LAFCo policies provide that for proposals that would convert prime agricultural land, an alternative site analysis must be prepared (see Handbook Sections 3.3.5.2 and 4.3.2.2). If the EIR does not include this evaluation, LAFCo will require that it be submitted in order for the Commission to consider the requests for a reorganization and, if necessary, sphere of influence amendments.

*Water Supply and Demand (Government Code §§ 56668(b), (k), and (l))*

Pursuant to the Urban Water Management Planning Act, urban purveyors with 3,000 or more connections are required to prepare an Urban Water Management Plan (UWMP) every five years in order to ensure that adequate water supplies are available to meet existing and future water demands (Water Code §§ 10617 and 10621). Much of the analysis regarding water supply and demand contained in the recirculated DEIR comes from the City's 2015 UWMP, which does not accurately reflect current conditions, including data available in the City's 2020 UWMP (adopted in October 2021) such as the City's updated groundwater extraction allocation established by the Fox Canyon Groundwater Management Agency (FCGMA). The discussion of water supply and demand should rely on the most current data available (i.e., that contained in the City's 2020 UWMP), and should clarify if the anticipated demand of 447 acre feet per year includes the land south of Teal Club Road to be annexed to the City in addition to the development project area.

*Sewer Service (Government Code §§ 56668(b) and (k))*

The recirculated DEIR states that the TCSP would result in the generation of an estimated 235,140 gallons of wastewater per day to be treated at the Oxnard Wastewater Treatment Plant (OWTP), which can be handled by the existing facilities and infrastructure. The OWTP treats an average daily flow of approximately 23.0 million gallons per day (mgd) and has the capacity to treat 31.7 mgd. The EIR should also include an evaluation of the ability of the City to handle additional wastewater generated within additional land to be annexed to the City as part of the larger project (i.e., the territory located south of Teal Club Road). Additionally, the EIR should address the project's contribution toward or demand on capital improvement projects to mitigate the City's wastewater collection system deficiencies that are identified in the City's Wastewater Collection System Master Plan.

*Population and Housing (Government Code §§ 56668(a) and (m))*

The recirculated DEIR documents that the 2020 population estimate for the City is 206,352 (California Department of Finance, January 2020), and that the population is expected to reach 236,300 by 2035 and 237,300 by 2040. With a net increase of 982 residential units (990 new units less eight residences to be demolished), and assuming the stated City average of 3.98 residents per household, the project is expected to result in a City population increase of 3,909 at buildout.

The recirculated DEIR states that the proposed residential units will be counted toward meeting the City's Regional Housing Needs Assessment (RHNA) requirements for the period spanning 2014 to 2021 (as determined by the Southern California Association of Governments). As the City's current housing element (for the RHNA period of 2021-2029) was adopted on October 5, 2021, references to RHNA and analysis in the EIR should be related to the current housing element. Additionally, the EIR should specify the City's housing requirements for the current RHNA period and establish whether the requested units allow the City to meet the obligations of its RHNA requirement.

*Public Services (Government Code §§ 56668(b) and (k))*

#### Fire Protection Services

Section 4.12.2(a) of the DEIR indicates that Oxnard Fire Station No. 1 would be the primary response unit for fire emergencies within the project area, and that the Oxnard Fire Department (OFD) estimates response time of five minutes. It goes on to state that the OFD has a response time goal of five minutes for 90% of all emergency responses, which is achieved 17% of the time. While the discussion shows that emergency response time within the project area is expected to remain within National Fire Protection Association Standard response time goal, the analysis should also address the inadequacy of current actual response times, the potential for the percentage to be further reduced upon development of 990 new residences and 92,000 square feet of new commercial development, and how response times outside the project area would be affected as a result of increased demand on Fire Station No. 1.

Additionally, the City currently provides 0.17 firefighters for every 1,000 residents, which does not meet the International City Managers Association recommended standard (and City's standard) of providing one firefighter for every 1,000 people. The recirculated DEIR states that the additional development "would incrementally increase the population of the City, thus exacerbating the existing service ratio deficiency" and acknowledges that this is a potentially significant impact. The proposed mitigation related to this impact would require that the developer provided sufficient proportional funding for development of an additional fire station, fire engine, and staff to provide fire/emergency services to the project area, by means of a community facilities district. While this mitigation will in time support the addition of facilities, equipment, and staff, it provides no assurance as to timing of implementation.

Furthermore, the discussion of minimum water for fire flow indicates that the City will not permit new development unless sufficient water and pressure exists for fire flow, and that the developer will be required to demonstrate that adequate fire flow can be met. However, the evaluation of water supply for fire protection cannot be deferred and must be evaluated as part of the environmental review of the project.

### Police Protection Services

Section 4.12.1(b) of the DEIR states that the City's police department currently employs 249 sworn officers, equating to 1.2 officers per 1,000 residents, and that police response times range from 4.37 minutes for highest priority calls for service to 21.49 minutes for lowest priority calls. Significant impacts related to increased demands on the police department are expected to occur with the development of the project and the associated increase of up to 3,909 residents, including a reduction of the officer-to-population ratio and an expected increase of 2,200 service calls annually. The DEIR concludes that two additional police officers would be needed to accommodate the increase in demands related to police protection. These positions would be funded by the developer through the establishment of a Community Facilities (Mello Roos) District to offset proportional associated staffing costs. Additionally, costs impacting the City's budget related to police services would be partially offset by the developer's payment of a City Growth Requirement Capital Fee, which funds improvements and expansions to police facilities.

### Schools

The Oxnard School District (OSD) and Oxnard Union High School District (OUHSD) provide public education to the City's population. The recirculated DEIR states that the OSD and OUHSD are currently operating over capacity, and that without new facilities, the anticipated increase in the student population would adversely affect school facilities. Development fees authorized by Senate Bill 50 are identified as being "full and complete mitigation of the impacts." The environmental analysis includes information regarding the exacerbation of the demand on school facilities that would occur as a result of the proposed development, and discusses the potential development of a new elementary school and middle school adjacent to the project area. However, even if school fees qualify as financial mitigation for the deficiency in school facilities and the need for additional schools has been identified, the analysis should include a discussion of whether the new schools would alleviate overcrowding in existing schools, how overcrowding will be addressed if the school is not built, and whether expansion areas have been planned for potential increases in demand on the schools resulting from development of the project.

### *Airport Hazards (Government Code § 56668(o))*

The entire project area is located within the Traffic Pattern Zone (TPZ), as documented in the *Airport Comprehensive Land Use Plan Update for Ventura County (ACLUP)* (July 7, 2000). As a result, approval of the project will require the imposition of measures (e.g., the granting of an aviation easement to the Department of Airports, maximum building coverage of 25% for residential uses and 50% for commercial uses, and incorporation of noise attenuation soundproofing methods), as well as a determination of no adverse effect on navigable airspace from the Federal Aviation Administration (FAA) and a determination of project consistency with the ACLUP to be made by the Ventura County Airport Land Use Commission. Pursuant to Handbook Section 3.3.1.2(b), LAFCo does not favor approval of proposals that are inconsistent

Jay Dobrowalski  
February 22, 2022  
Page 8 of 8

with applicable plans adopted by any governmental agency. Therefore, evidence of consistency determinations by the FAA and Airport Land Use Commission should be demonstrated as part of the City's environmental evaluation of the project. The DEIR should include among its alternatives at least one that is consistent with the ACLUP.

**Additional Comments**

Thank you for the opportunity to review the DEIR. Please contact me if you have any questions.

Sincerely,



Andrea Ozdy  
Deputy Executive Officer

- c: Dave Ward, Ventura County Planning Division
- Dan Dragan, Calleguas Municipal Water District
- Jennifer Lancaster, Calleguas Municipal Water District
- William Smith, Oxnard Drainage District No. 1
- Kathleen Riedel, Fox Canyon Groundwater Management Agency
- Keith Freitas, Ventura County Department of Airports
- Chris Kurgan, Ventura County Transportation Department
- Martin Erickson, Ventura County Transportation Commission