



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

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

Monday June 6, 2022 **7:00 P.M.**

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

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

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

1. You may join the meeting via **Zoom**. See last page for detailed instructions about participating in the meeting via Zoom.
2. You may observe the meeting via the **Department of Airports YouTube channel**
https://www.youtube.com/channel/UC4jLWASMGn4wTrEPdT8BOTQ?view_as=subscriber
3. Public Comment Options
 - a. **Email** – You may submit your comment, limited to 250 words or less, via email by 6:30 p.m. on Monday, June 6, 2022 to Airport Staff at AirportInfo@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 5). When the Commission reaches 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 – May 2, 2022 (Regular Meeting) (Pages 5-11)
May 23, 2022 (Special Meeting) (Pages 12-13)
5. PUBLIC COMMENT PERIOD

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

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

6. NEW BUSINESS

- A. **Subject:** Consider Adoption of Resolution #12 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission Pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act (Pages 14-20)

Recommendation:

Consider adoption of Resolution #12 (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

- B. **Subject:** Approval of, and Authorization for the Director of Airports or Designee to Sign, the Second Amendment to Lease with Channel Islands Aviation, Inc. and the Third Amendment to Lease with Aviation Partners, LLC, for Premises at 305 and 265 Durley Ave, Camarillo, California, to Add a Leasehold Mortgage Provision (Pages 21-32)

Recommendation:

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

Approve, and authorize the Director of Airports or his designee to sign, the Second Amendment to the lease with Channel Islands Aviation, Inc. (Exhibit 1) and the Third Amendment to the lease with Aviation Partners, LLC, (Exhibit 2) to add a leasehold mortgage provision.

C. Subject: Review of Fiscal Year 2022-23 Proposed Budget (Pages 33-36)

Recommendation:

Staff requests that your Commission and Authorities review and comment on the Department of Airports (DOA) proposed FY 2022-23 budget for Camarillo and Oxnard Airports; and Camarillo Roads and Lighting Enterprise Fund, as attached, and recommend approval of the Board of Supervisors.

7. DIRECTOR'S REPORT

8. REPORTS (Pages 37-51)

Report items listed below are presented to the Aviation Advisory Commission for information only, at this time. The report items require no action or are not ready for the Commission's consideration. The Commission may refer these items to the Department of Airports for investigation and report back on a future agenda.

- Monthly Activity Report – April 2022
- Monthly Noise Complaints – April 2022
- Consultant Reports – April 2022
- Airport Tenant Project Status – May 2022
- Project Status – May 2022
- Meeting Calendar

9. CORRESPONDENCE (Pages 52-54)

Correspondence items listed below are presented to the Aviation Advisory Commission for information only, at this time. The correspondence items require no action or are not ready for the Commission's consideration. The Commission may refer these items to the Department of Airports for investigation and report back on a future agenda.

Article dated April 30, 2022 re: Airport Director Keith Freitas gives overview of Camarillo Airport

10. COMMISSION COMMENTS – Comments by Commission members on matters deemed appropriate.

11. ADJOURNMENT

The next regular Commission meeting will be on Monday, July 11, 2022 at 7:00 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/81861322196?pwd=YVJSNDEweVBjK05janBFVnV3cGtTdz09>

Webinar ID: 818 6132 2196
Passcode: 280322
Phone Numbers: 1-669-900-6833
1-253-215-8782

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

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

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

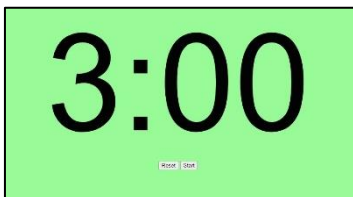
Telephone: You may observe the meeting via the Department of Airports YouTube channel. If you are interested in speaking to an item, you can call into one of the phone lines listed above, and when prompted enter the Webinar ID and Passcode shown above. Once in the meeting, you will be listening to the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

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

Speaking

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

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





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AVIATION ADVISORY COMMISSION

MINUTES

May 2, 2022

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Adriana Van der Graaf, called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

2. ROLL CALL

PRESENT

Adriana Van der Graaf
Bobby Williams
Robert Trimborn
Nanette Metz
James Flickinger
Steve Weiss

Excused (E)
Late (L)

ABSENT

Maggie Bird (E)
Gary Jacobs (E)
Steve Tannehill (E)

AIRPORT STAFF

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

3. AGENDA REVIEW

No changes to the agenda. Commissioner Steve Weiss voiced his concerns regarding the timeliness of the posting of the agenda and receiving the meeting packet. Director Keith Freitas mentioned that staff was meeting the publishing requirement of 72 hours set forth by the Brown Act and discussed some of the challenges with getting the packet out sooner, such as last-minute items. Mr. Weiss stated that he would like to see the packet sent out a week before the meeting. Director Freitas clarified that the expectation would be to have the packet sent out the Monday before the scheduled meeting and the Commissioners confirmed that this would be ideal.

4. APPROVAL OF MINUTES – April 4, 2022

Steve Weiss moved to approve the April 4, 2022 minutes and James Flickinger seconded the motion. All Commissioners voted in favor and the motion passed unanimously 6-0.

5. **PUBLIC COMMENT** - Citizens wishing to speak to the Commission on an airport related item must fill out a speaker card and submit it to the secretary. Comments will be limited to a maximum of **three** minutes per item.

Speaker cards for issues NOT on the agenda must be submitted before the end of the public comment period.

Speaker cards for issues listed on the agenda must be presented before the item is up for consideration. Speakers will be called when the item is presented.

Public comments heard.

6. NEW BUSINESS

- A. **Subject: Consider Adoption of Resolution #10 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period**

Recommendation:

Consider adoption of Resolution #10 (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

Robert Trimborn moved to approve staff's recommendation and Bobby Williams seconded the motion. Commissioner Steve Weiss requested that the motion be amended to adopt the Resolution for a 40-day period. Commissioner Robert Trimborn rejected Commissioner Weiss' proposed amendment to the motion. All Commissioners voted and the motion passed 5-1.

Yes: Adriana Van der Graaf, Bobby Williams, Robert Trimborn, Nanette Metz, James Flickinger

No: Steve Weiss

B. Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, the First Amendment to Lease with Kim & Bill Burr Family Trust for 65C Durley Avenue at the Camarillo Airport

Recommendation:

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

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

Deputy Director Dave Nafie provided staff's report.

Steve Weiss moved to approve staff's recommendation and Robert Trimborn seconded the motion. All Commissioners voted in favor and the motion passed unanimously 6-0.

C. Subject: Approval of the Six-Year Capital Improvement Plan (CIP) for Camarillo and Oxnard Airports; Authorization for the Director of Airports or Designee, to Apply for Grants to Fund Projects Scheduled for Federal Fiscal Years 2022 and 2023 Outlined in the CIP upon Notification from the Federal Aviation Administration and the California Department of Transportation Aeronautics Program That Funds Are Available

Recommendations:

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

1. Approve the six-year capital improvement plan (CIP) for Camarillo and Oxnard Airports (Exhibit 1); and
2. Authorize the Director of Airports or his designee, to apply for grants to fund the projects scheduled for federal fiscal years (FFY) 2022 and 2023 outlined in the CIP upon notification from the Federal Aviation Administration (FAA) and the California Department of Transportation Aeronautics Program (Caltrans) that funds are available.

Projects Administrator Erin Powers provided staff's report and reviewed a PowerPoint presentation.

Steve Weiss moved to approve staff's recommendations and Nanette Metz seconded the motion. All Commissioners voted in favor and the motion passed unanimously 6-0.

D. Subject: Approval of the Department of Airports' Fiscal Year 2022-23 Rent and Fee Schedule, Effective July 1, 2022; Adoption of a Resolution Establishing Rents, Fees, and Insurance Requirements for the Department of Airports; Delegation of Authority to the County Executive Officer and the Director of Airports to Execute Leases, Subleases, Licenses, Permits, Special Use/Activity Permits, Operation Agreements, Extensions, Amendments, Consents, Termination Notices, and Unlawful Detainer Complaints in Accordance with the Provisions of the Schedule

Recommendations:

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

1. Approve the Department of Airports' ("Department") FY 2022-23 Rent and Fee Schedule (Exhibit 1 is a clean version and Exhibit 2 is a legislative version with track changes), with an effective date of July 1, 2022; and
2. Authorize the County Executive Officer and the Director of Airports to execute certain leases, subleases, licenses, permits, special use/activity permits, operation agreements, extensions, amendments, consents, termination notices, and unlawful detainer complaints as described in section III of the attached resolution (pages 30-37 of Exhibit 1); and

3. Approve, adopt, and execute the resolution (pages 30-37 of Exhibit 1) establishing rents, fees, and insurance requirements for the Department.

Steve Weiss moved to approve staff's recommendation and Robert Trimborn seconded the motion. All Commissioners voted in favor and the motion passed unanimously 6-0.

7. DIRECTOR'S REPORT

- City of Oxnard staff will have a presentation regarding the Teal Club Specific Plan during the May 12th Airport Authorities meeting.
- The Private Hangar Lease Agreement is scheduled to go before the Board of Supervisors on Tuesday, May 24th at 10:30 a.m.
- Construction is underway for the Cloud Nine project and expected occupancy is the first half of 2023 at Camarillo Airport.
- Staff put out a solicitation for two separate development parcels at Oxnard Airport. A five-acre parcel that is adjacent to the air traffic control tower and a seven-acre parcel which currently occupies hangars two and three. The interest for solicitation is closing on May 6th and there are three letters of interest so far.
- Bids for the Taxiway Connector project at Oxnard Airport opened last week, but due to the tough construction market the department only had one bidder. The bid was about a million and a half over the engineer's estimate. Staff will work with the FAA to see about obtaining additional funding for these various projects.
- Staff is working with County Purchasing to finalize a payment with the buyer for the security camera system at both Oxnard and Camarillo Airports. Construction is expected to begin the third quarter of this year.
- There is a rough draft of the Oxnard Airport Pilot Guide and staff is working on the first draft for Camarillo Airport. Both drafts will be brought forth at the June or July meeting to get input from the Airport Authorities and the Commission. Staff will also be working with the pilot groups and air traffic control folks to get their input.
- Staff continues to work on installing a new flight tracking system software and it looks like the software will be installed in the third quarter of this year.

- Work is being done to move forward with the new Public Information Officer position; this position would be focused on community relations, and noise abatement training with flight schools and pilots.

Report was received and filed.

8. REPORTS

Report items listed below are presented to the Aviation Advisory Commission for information only, at this time. The report items require no action or are not ready for the Commission's consideration. The Commission may refer these items to the Department of Airports for investigation and report back on a future agenda.

Monthly Activity Report – March 2022
Monthly Noise Complaints – March 2022
Consultant Reports – March 2022
Airport Tenant Project Status – April 2022
Project Status – April 2022
Financial Statements Third Quarter – FY 2021/2022
Meeting Calendar

Reports were received and filed.

9. CORRESPONDENCE

Correspondence items listed below are presented to the Aviation Advisory Commission for information only, at this time. The correspondence items require no action or are not ready for the Commission's consideration. The Commission may refer these items to the Department of Airports for investigation and report back on a future agenda.

Letter dated April 14, 2022 from Madeline Herrle to Doug Tauber re: Public Records Request dated April 7, 2022

Article dated April 20, 2022 re: 90-unit Condo Project near Oxnard Airport

10. COMMISSION COMMENTS

Commissioner Robert Trimborn mentioned that Wings Over Camarillo would be hosting the Air Show on August 20th and 21st and that car show registration would start mid-May.

Earlier in the meeting, Commissioner Steve Weiss commented on the resolution authorizing remote teleconference meetings. Mr. Weiss believes the Commission can request of the County to make a motion to do a blanket resolution for all commissions and committees, similar to what Contra Costa County has done. Mr. Weiss went on to state that the next time around, the resolution be worded such that the Commission recommends the County extend a 30-day period. Mr. Weiss requested that Director Keith Freitas reach out to the County Executive Officer about said wording in his capacity as the Director of Airports. Chair Van der Graaf asked that Mr. Weiss' request be added as an agenda item for the next meeting.

Commissioner Steve Weiss asked that the Commission set a date for the next Special Meeting. Commissioners had a discussion and agreed to hold the Special Meeting on Monday, May 23rd at 9:00 a.m.

11. ADJOURNMENT

There being no further business, the May 2, 2022 meeting of the Aviation Advisory Commission was adjourned at 8:22 p.m.

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



AVIATION ADVISORY COMMISSION

SPECIAL MEETING

MINUTES

May 23, 2022

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Vice-Chair, Bobby Williams, called the meeting to order at 9:01 a.m. and led the pledge of allegiance.

2. ROLL CALL

PRESENT

Bobby Williams
Nanette Metz
James Flickinger
Steve Weiss
Steve Tannehill

Excused (E)

Late (L)

AIRPORT STAFF

Keith Freitas, Director
Dave Nafie, Deputy Director
Ana Castro, Program Administrator
Lia Vega, Management Assistant

ABSENT

Adriana Van der Graaf (E)
Maggie Bird (E)
Gary Jacobs (E)
Robert Trimborn (E)

3. AGENDA REVIEW

No changes to the agenda.

4. NEW BUSINESS

A. Subject: Consider Adoption of Resolution #11 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period

Recommendation:

Consider adoption of Resolution #11 (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

Steve Weiss moved to approve staff's recommendation and Steve Tannehill seconded the motion. All Commissioners voted in favor and the motion passed unanimously 5-0.

5. ADJOURNMENT

Steve Weiss moved to adjourn the meeting and James Flickinger seconded the motion.

There being no further business, the May 23, 2022 special meeting of the Aviation Advisory Commission was adjourned at 9:06 a.m.

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



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June 6, 2022

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

Subject: Consider Adoption of Resolution #12 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission Pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act

Recommendation:

Consider adoption of Resolution #12 (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission 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:

In the County, COVID hospitalization rates have remained steady with some noted increases in case and positivity rates. Public Health continues to monitor conditions and the statewide health order regarding indoor masking has been lifted, however, masks are strongly recommended to be worn indoors by the California Department of Public Health. While the public health situation is stable, the Centers for Disease Control and Prevention (“CDC”) indicate that the community transmission level is “medium” in Ventura County, and the CDC also explains that “some people and communities, such as our oldest citizens, people who are immunocompromised, and people with disabilities, are at higher risk for serious illness and face challenging decisions navigating a world with COVID-19.”

Background:

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.” The Governor’s Proclamation of State of Emergency and Dr. Levin’s recommendation remain in place.

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 Commission, as a legislative body in the County, may continue to meet virtually, to do so, your Commission must now make the following findings by majority vote every 30 days, or until the Commission’s next regularly scheduled meeting:

- Your Commission 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 Commission’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 #12, that if adopted, authorizes your Commission to meet remotely for a 30-day period, or until the Commission’s next regularly scheduled meeting. Additionally, if Resolution #12 is approved, your

AAC
Adoption of Resolution #12
Authorizing Remote Teleconference Meetings
June 6, 2022
Page 2

Commission would have the option to hold the regular meeting scheduled for Monday, July 11, 2022 at 7:00 p.m. remotely.

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 #12

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

**RESOLUTION #12 OF THE AVIATION ADVISORY COMMISSION AUTHORIZING
REMOTE TELECONFERENCE MEETINGS OF THE AVIATION ADVISORY
COMMISSION FOR A 30-DAY PERIOD PURSUANT TO GOVERNMENT CODE
SECTION 54953, SUBDIVISION (e), OF THE RALPH M. BROWN ACT**

WHEREAS, the County of Ventura ("County") is committed to preserving and nurturing public access and participation in meetings of the Aviation Advisory Commission ("Commission");

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 4, 2021, November 1, 2021, November 15, 2021, December 6, 2021, January 3, 2022, January 31, 2022, February 7, 2022, March 7, 2022, April 4, 2022, May 2, 2022, and May 23, 2022, the Commission 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 Centers for Disease Control and Prevention ("CDC") indicate that the community transmission level is "medium," the CDC also explains that "some people and communities, such as our oldest citizens, people who are immunocompromised, and people with disabilities, are at higher risk for serious illness and face challenging decisions

EXHIBIT 1

navigating a world with COVID-19”;

WHEREAS, the Commission 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 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 Commission 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 Commission shall comply with the requirements set forth in Government Code section 54953, subdivision (e)(2); and

NOW, THEREFORE, BE IT RESOLVED, by the Commission as follows:

Section 1. The foregoing recitals are true and correct.

Section 2. Staff supporting the Commission 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 Commission 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 July 6, 2022 or until the Commission’s next regularly scheduled meeting after July 6, 2022 and at such meeting the Commission adopts a subsequent resolution in accordance with Government Code section 54953, subdivision (e)(3), to extend the time during which the Commission may continue to teleconference without compliance with Government Code section 54953, subdivision (b)(3).

Upon motion of Commissioner _____, seconded by Commissioner _____, and duly carried, the Aviation Advisory Commission hereby adopts this resolution on this _____ day of _____, 2022.

Adriana Van der Graaf, Chair
Aviation Advisory Commission

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.



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June 6, 2022

Aviation Advisory Commission
Camarillo Airport Authority
555 Airport Way, Suite B
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Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, the Second Amendment to Lease with Channel Islands Aviation, Inc. and the Third Amendment to Lease with Aviation Partners, LLC, for Premises at 305 and 265 Durley Ave, Camarillo, California, to Add a Leasehold Mortgage Provision

Recommendation:

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

Approve, and authorize the Director of Airports or his designee to sign, the Second Amendment to the lease with Channel Islands Aviation, Inc. (Exhibit 1) and the Third Amendment to the lease with Aviation Partners, LLC, (Exhibit 2) to add a leasehold mortgage provision.

Fiscal/Mandates Impact:

There are no fiscal impacts associated with this action.

Discussion:

Channel Islands Aviation, Inc. and related entity Aviation Partners, LLC have two separate lease agreements with the Department of Airports which have different terms and premises. The tenants desire to finance improvements to both premises and request language be added to the lease agreement allowing for leasehold mortgaging by Tenant. Similar language is found in existing airport leases with Sun Air, and RKR, Inc.

There is no change to the overall rent or term of the leases.

If you have any questions regarding this item, please call Madeline Herrle at 388-4243, or me at 388-4200.



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

Attachments:

- Exhibit 1 – Second Amendment to Lease for Channel Islands Aviation, Inc.
- Exhibit 2 – Third Amendment to Lease for Aviation Partners, LLC

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
SECOND AMENDMENT TO LEASE
CHANNEL ISLANDS AVIATION, INC.**

1
2 THIS SECOND AMENDMENT is made and entered into by and between COUNTY
3 OF VENTURA ("County"), and CHANNEL ISLANDS AVIATION, INC. ("Tenant").
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RECITALS

WHEREAS, County and Tenant entered into a lease dated June 1, 2016, and an Amendment To Lease dated April 17, 2020 (collectively referred to as the "Lease"), for certain property at Camarillo Airport (the "Premises"), more particularly described in said Lease, and

WHEREAS, the parties hereto are mutually desirous of amending the Lease as hereinafter provided in this Amendment,

NOW, THEREFORE, in consideration of the mutual promises herein contained and good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, County and Tenant agree as follows:

1. **AMENDMENT CONTROLLING.** County and Tenant hereby acknowledge and reaffirm all their respective rights, duties and obligations under the Lease. Should anything in this Second Amendment conflict with anything in the Lease, the terms of this Second Amendment shall control. Except as expressly modified by this Second Amendment, the Lease remains unchanged and continues in full force and effect.

2. ***The Lease is hereby amended to add the following:***

Paragraph 49. ENCUMBRANCE OF LEASEHOLD INTEREST BY TENANT

Tenant may encumber its interest in this Agreement in the following manner:

A. The provisions herein shall apply to any leasehold mortgaging by Tenant occurring without subordination of County's interest.

1. Tenant and each subsequent County-approved legal holder of the leasehold estate created hereby (Legal Holder), for so long as it is not in default under this Agreement, may at any time and from time to time encumber its interest in this leasehold estate by mortgage, deed of trust, conditional or unconditional assignment, security agreement or other instrument of the same effect (Mortgage); provided, however, that no mortgagee, trustee or secured party (Mortgagee) or anyone claiming through such Mortgagee shall acquire any greater rights in the Premises than the Legal Holder then had under this Agreement; and provided further that such Mortgage shall be subject to this Agreement and the rights of County hereunder.

2. The Mortgagee under any such Mortgage and the owners of the indebtedness secured by said Mortgage shall not become liable under this Agreement unless and until they shall become the owners of the legal title to this leasehold estate and the improvements.

EXHIBIT 1

INITIALS: _____ / _____
Tenant / County

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
SECOND AMENDMENT TO LEASE
CHANNEL ISLANDS AVIATION, INC.**

1 3. There shall be no limitation on the number of times Tenant may mortgage its
2 leasehold interest under the terms hereof, provided that Tenant shall not be in
3 default under this Agreement at the time of the encumbrance and all costs thereof
4 shall be borne by Tenant.
5

6 B. The provisions herein shall apply to leasehold mortgaging occurring with
7 subordination of County's interest. By "subordination of County's interest," the parties
8 mean a first lien deed of trust or mortgage encumbering Tenant's leasehold estate in
9 the Premises, as established by this Agreement. County agrees to subordinate its
10 interest in the Premises to a first deed of trust or mortgage in favor of a construction
11 and/or permanent lender providing funds for the construction of the buildings,
12 facilities and improvements on the Premises, subject, however to the following terms
13 and conditions:
14

15 1. Subordination shall be limited to deeds of trusts or mortgages that secure
16 construction or permanent loans.
17

18 2. Subordination shall be limited to ninety percent (90%) of the construction costs.
19

20 3. County shall be provided in advance with copies of the following:
21

22 a) The construction contracts showing the construction price;

23 b) The note and deed of trust or mortgage instruments. County shall have the
24 right to approve the proposed loan documents, which approval shall not be
25 unreasonably withheld; and

26 c) Such other information as is reasonably necessary to assure compliance with
27 the provisions hereof.
28

29 4. County shall, at or prior to the closing on any construction and/or permanent loan,
30 execute, acknowledge, and deliver such instruments and documents, including any
31 subordination agreement, as shall be required by and in the form reasonably
32 satisfactory to the lender; provided, however, County shall have no liability under any
33 of said documentation. County shall permit a separate deed of trust or mortgage to
34 be placed on the Premises.
35

36 5. The permanent loan shall be made only by an institutional lender. The term
37 "institutional lender" as used herein shall include a national or a state bank, savings
38 and loan institution, insurance company, pension fund, endowment fund, foundation,
39 or any other non-profit organization similar to those enumerated herein or any trust
40 with professional management or a fund created by County-approved tax exempt
41 financing.
42

43 6. A default by Tenant under the terms of any note and deed of trust or mortgage to
44 which County has subordinated its interest shall be considered an event of default
45 under this Agreement.
46

47 7. Any deed of trust or mortgage to which County has subordinated its interest shall
48 provide that:
49

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
SECOND AMENDMENT TO LEASE
CHANNEL ISLANDS AVIATION, INC.**

- 1 a) Notice of any default shall be given by the lender to County.
2 b) County may (but shall not be required to) cure any default by Tenant under
3 the terms of the note and deed of trust or mortgage within a period of fifteen (15)
4 days following the receipt by County of notice of such default. If County elects to cure
5 any default, any sums expended by County to cure any such default shall be
6 deemed advances made for the benefit of Tenant, which sums shall bear interest at
7 the rate which is the greater of two percent (2%) per month or ten percent (10%)
8 over the prime rate published in the Wall Street Journal on the date of default, from
9 the date of such advance until repaid, and shall be payable by Tenant to County as
10 additional rent hereunder within ten (10) days after notice of payment is given to
11 Tenant by County. Should County not exercise its right to cure within the time
12 provided, the Mortgagee shall be free to exercise any rights or remedies allowed
13 under the note and deed of trust or mortgage. If the Mortgagee in fact cures Tenant's
14 defaults under the note and deed of trust or mortgage, the amount needed to cure
15 shall not include additional rent which was paid by County to cure the default, and
16 County shall continue to have the right to collect this additional rent directly from
17 Tenant.
18 c) Following any repossession by County of the Premises, County may (but
19 shall not be required to) assume the existing note and deed of trust or mortgage
20 without penalty, provided only that the said instruments are not in default or, if in
21 default, that such default is cured within fifteen (15) days of repossession or notice of
22 default given under (b) above, whichever occurs first, and that County would then
23 meet the standards of the holder of the note and deed of trust or mortgage with
24 respect to the assumption of like or similar instruments. County agrees to execute
25 and deliver any documents as shall be reasonably required by the holder of the note
26 and deed of trust or mortgage to effectuate and carry out such assumption, and
27 assumption by County shall not result in the release of any borrower or guarantor of
28 the indebtedness secured by the deed of trust or mortgage.
29
30 8. The Mortgagee under any such mortgage or deed of trust and the owners of the
31 indebtedness secured by said mortgage or deed of trust shall not become liable
32 under this Agreement unless and until they shall become the owners of the legal title
33 to this leasehold estate and the improvements.
34
35 9. There shall be no limitation on the number of times Tenant may mortgage its
36 leasehold interest under the terms hereof, provided that Tenant shall not be in
37 default under this Agreement at the time of the request to subordinate and all costs
38 thereof shall be borne by Tenant.
39
40 C. Subject to the rights of the construction and/or permanent lender, in the event of
41 any default under this Agreement, County shall be entitled to exercise all or any of its
42 remedies as provided under this Agreement.
43

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
SECOND AMENDMENT TO LEASE
CHANNEL ISLANDS AVIATION, INC.**

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3. **ENTIRE AGREEMENT.** This Second Amendment contains the entire agreement between County and Tenant with respect to the matters stated herein and both parties acknowledge that neither relies upon any statements or representations by the other not contained herein.

This Second Amendment cannot be modified orally but only in writing signed by both parties hereto.

*** SIGNATURES NEXT PAGE *****

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
SECOND AMENDMENT TO LEASE
CHANNEL ISLANDS AVIATION, INC.**

1 IN WITNESS WHEREOF, the parties hereto have executed the Amendment on the
2 date first above written.
3
4

5 **COUNTY OF VENTURA, DEPARTMENT OF AIRPORTS**
6

7
8 Dated: _____ By: _____
9 Director
10

11
12
13
14
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16
17 **CHANNEL ISLANDS AVIATION, INC.**
18

19
20
21 Dated: _____
22 "Tenant"
23

24
25
26 If Tenant is a corporation, a certified copy of the Board of Directors' resolution or
27 other authority for execution of this Agreement is attached hereto.

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
THIRD AMENDMENT TO LEASE
AVIATION PARTNERS, LLC**

1
2 THIS THIRD AMENDMENT is made and entered into by and between COUNTY OF
3 VENTURA ("County"), and AVIATION PARTNERS, LLC, successor in interest to Channel
4 Islands Aviation, Inc. ("Tenant").

RECITALS

5
6
7 WHEREAS, County and Tenant's predecessor in interest entered into a lease dated
8 October 15, 1999, and a First Amendment to Lease dated August 15, 2001 and a Second
9 Amendment to Lease dated April 30, 2004 (collectively referred to as the "Lease"), for
10 certain property at Camarillo Airport (the "Premises"), more particularly described in said
11 Lease, and

12
13 WHEREAS, the parties hereto are mutually desirous of amending the Lease as
14 hereinafter provided in this Third Amendment,

15
16 NOW, THEREFORE, in consideration of the mutual promises herein contained and
17 good and valuable consideration, the receipt and sufficiency of which are hereby
18 acknowledged by the parties, County and Tenant agree as follows:

19
20 1. **AMENDMENT CONTROLLING.** County and Tenant hereby acknowledge and
21 reaffirm all their respective rights, duties and obligations under the Lease including
22 this Third Amendment. Should anything in this Third Amendment conflict with
23 anything in the Lease, the terms of this Third Amendment shall control. Except as
24 expressly modified by this Third Amendment, the Lease remains unchanged and
25 continues in full force and effect.

26
27 2. The Lease is hereby amended to add the following paragraph:

28
29 **Paragraph 49. ENCUMBRANCE OF LEASEHOLD INTEREST BY TENANT.**

30 Tenant may encumber its interest in this Agreement in the following manner:

31
32 A. The provisions herein shall apply to any leasehold mortgaging by Tenant
33 occurring without subordination of County's interest.

34
35 1. Tenant and each subsequent County-approved legal holder of the leasehold
36 estate created hereby (Legal Holder), for so long as it is not in default under this
37 Agreement, may at any time and from time to time encumber its interest in this
38 leasehold estate by mortgage, deed of trust, conditional or unconditional assignment,
39 security agreement or other instrument of the same effect (Mortgage); provided,
40 however, that no mortgagee, trustee or secured party (Mortgagee) or anyone
41 claiming through such Mortgagee shall acquire any greater rights in the Premises
42 than the Legal Holder then had under this Agreement; and provided further that such
43 Mortgage shall be subject to this Agreement and the rights of County hereunder.

44
45 2. The Mortgagee under any such Mortgage and the owners of the indebtedness
46 secured by said Mortgage shall not become liable under this Agreement unless and
47 until they shall become the owners of the legal title to this leasehold estate and the
48 improvements.

49
EXHIBIT 2

INITIALS: _____ / _____ .
Tenant / County .

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
THIRD AMENDMENT TO LEASE
AVIATION PARTNERS, LLC**

1 3. There shall be no limitation on the number of times Tenant may mortgage its
2 leasehold interest under the terms hereof, provided that Tenant shall not be in
3 default under this Agreement at the time of the encumbrance and all costs thereof
4 shall be borne by Tenant.
5

6 B. The provisions herein shall apply to leasehold mortgaging occurring with
7 subordination of County's interest. By "subordination of County's interest," the parties
8 mean a first lien deed of trust or mortgage encumbering Tenant's leasehold estate in
9 the Premises, as established by this Agreement. County agrees to subordinate its
10 interest in the Premises to a first deed of trust or mortgage in favor of a construction
11 and/or permanent lender providing funds for the construction of the buildings,
12 facilities and improvements on the Premises, subject, however to the following terms
13 and conditions:
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15 1. Subordination shall be limited to deeds of trusts or mortgages that secure
16 construction or permanent loans.
17

18 2. Subordination shall be limited to ninety percent (90%) of the construction costs.
19

20 3. County shall be provided in advance with copies of the following:
21

22 a) The construction contracts showing the construction price;

23 b) The note and deed of trust or mortgage instruments. County shall have the
24 right to approve the proposed loan documents, which approval shall not be
25 unreasonably withheld; and

26 c) Such other information as is reasonably necessary to assure compliance with
27 the provisions hereof.
28

29 4. County shall, at or prior to the closing on any construction and/or permanent loan,
30 execute, acknowledge, and deliver such instruments and documents, including any
31 subordination agreement, as shall be required by and in the form reasonably
32 satisfactory to the lender; provided, however, County shall have no liability under any
33 of said documentation. County shall permit a separate deed of trust or mortgage to
34 be placed on the Premises.
35

36 5. The permanent loan shall be made only by an institutional lender. The term
37 "institutional lender" as used herein shall include a national or a state bank, savings
38 and loan institution, insurance company, pension fund, endowment fund, foundation,
39 or any other non-profit organization similar to those enumerated herein or any trust
40 with professional management or a fund created by County-approved tax exempt
41 financing.
42

43 6. A default by Tenant under the terms of any note and deed of trust or mortgage to
44 which County has subordinated its interest shall be considered an event of default
45 under this Agreement.
46

47 7. Any deed of trust or mortgage to which County has subordinated its interest shall
48 provide that:
49

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
THIRD AMENDMENT TO LEASE
AVIATION PARTNERS, LLC**

1 a) Notice of any default shall be given by the lender to County.

2 b) County may (but shall not be required to) cure any default by Tenant under
3 the terms of the note and deed of trust or mortgage within a period of fifteen (15)
4 days following the receipt by County of notice of such default. If County elects to cure
5 any default, any sums expended by County to cure any such default shall be
6 deemed advances made for the benefit of Tenant, which sums shall bear interest at
7 the rate which is the greater of two percent (2%) per month or ten percent (10%)
8 over the prime rate published in the Wall Street Journal on the date of default, from
9 the date of such advance until repaid, and shall be payable by Tenant to County as
10 additional rent hereunder within ten (10) days after notice of payment is given to
11 Tenant by County. Should County not exercise its right to cure within the time
12 provided, the Mortgagee shall be free to exercise any rights or remedies allowed
13 under the note and deed of trust or mortgage. If the Mortgagee in fact cures Tenant's
14 defaults under the note and deed of trust or mortgage, the amount needed to cure
15 shall not include additional rent which was paid by County to cure the default, and
16 County shall continue to have the right to collect this additional rent directly from
17 Tenant.

18 c) Following any repossession by County of the Premises, County may (but
19 shall not be required to) assume the existing note and deed of trust or mortgage
20 without penalty, provided only that the said instruments are not in default or, if in
21 default, that such default is cured within fifteen (15) days of repossession or notice of
22 default given under (b) above, whichever occurs first, and that County would then
23 meet the standards of the holder of the note and deed of trust or mortgage with
24 respect to the assumption of like or similar instruments. County agrees to execute
25 and deliver any documents as shall be reasonably required by the holder of the note
26 and deed of trust or mortgage to effectuate and carry out such assumption, and
27 assumption by County shall not result in the release of any borrower or guarantor of
28 the indebtedness secured by the deed of trust or mortgage.

29
30 8. The Mortgagee under any such mortgage or deed of trust and the owners of the
31 indebtedness secured by said mortgage or deed of trust shall not become liable
32 under this Agreement unless and until they shall become the owners of the legal title
33 to this leasehold estate and the improvements.

34
35 9. There shall be no limitation on the number of times Tenant may mortgage its
36 leasehold interest under the terms hereof, provided that Tenant shall not be in
37 default under this Agreement at the time of the request to subordinate and all costs
38 thereof shall be borne by Tenant.

39
40 C. Subject to the rights of the construction and/or permanent lender, in the event of
41 any default under this Agreement, County shall be entitled to exercise all or any of its
42 remedies as provided under this Agreement.
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**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
THIRD AMENDMENT TO LEASE
AVIATION PARTNERS, LLC**

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3. **ENTIRE AGREEMENT.** This Third Amendment contains the entire agreement between County and Tenant with respect to the matters stated herein and both parties acknowledge that neither relies upon any statements or representations by the other not contained herein.

This Third Amendment cannot be modified orally but only in writing signed by both parties hereto.

***** SIGNATURES NEXT PAGE*****



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

June 6, 2022

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

Subject: Review of Fiscal Year 2022-23 Proposed Budget

Recommendation:

Staff requests that your Commission and Authorities review and comment on the Department of Airports (DOA) proposed FY 2022-23 budget for Camarillo and Oxnard Airports; and Camarillo Roads and Lighting Enterprise Fund, as attached, and recommend approval of the Board of Supervisors.

Discussion:

From a budget perspective looking forward, DOA has prepared a budget with a conservative approach that anticipates impacts to revenues received from tenant leases and other fee related sources.

In summary, the FY 2022-23 proposed budget funds airport operations, on-going and previously planned and funded capital improvements, and projects a reasonable cash balance. The budget provides the funds necessary to maintain and improve the airports within the guidelines and policies followed by the DOA. The Airport Enterprise Fund (AEF) expects to maintain a reserve balance equal to at least 12 months of operating expenses throughout the year. As such, the Department is examining increased capital investment in key areas of both airports to ensure budget units are well maintained and avoid unexpected costs as infrastructure ages.

This budget represents a continued effort by staff to analyze the operating budget through a hybrid "line item" and "zero-based" approach and to integrate the capital budget needs of both airports in a manner sustainable through the currently approved rent and fee schedule.

- The revenue section shows an increase in property and investment revenue. The property revenue increases are primarily due to new leases in the business park at Camarillo Airport, leases in the airside of the airports, and rate adjustments to

various leaseholds. Other revenue sources such as percentage rent and miscellaneous fees continue to perform to the current year's level.

- Camarillo Airport is projected to realize a gain during the fiscal year.
- While Oxnard Airport currently projects an operating loss (excluding depreciation), the Department is actively seeking development and redevelopment proposals for two airside parcels.
- The Enterprise Fund E300 is projected to realize a gain during the fiscal year.
- The DOA anticipates being staffed at 37 FTE's.

The budget book is divided into sections for purposes of review, as follows:

TAB #1: “Camarillo/Oxnard Combined”:

1. A cash flow analysis for the five-year period July 1, 2022 – June 30, 2027, supports the FY 2022-23 budget as sustainable with an estimated \$14.1M cash balance that would begin with the new fiscal year. The highlights are as follows:
 - a. Depreciation is excluded in the cash flow calculation since it is not a true cash expense.
 - b. Reserve levels beginning FY 2022-23 are \$14.1 million and \$11.8 million beginning FY 2023-24, which are sustainable. These levels are expected to decrease as the DOA completes capital projects in the coming years. However, this excludes new revenue from new development leases. A large part of the Department's projects are grant based, and therefore, much of the grant-related expenditures will be reimbursed, if within FAA guidelines. However, reserve levels remain adequate to provide a sufficient cash base for planned operations and other capital projects. The target/projected reserve level can be adjusted by adding or subtracting projects in the Capital Improvement Plan (CIP).
2. The FY 2022-23 Preliminary Budget depicts the proposed budget's impact on operating expenditures compared to the current year's Adopted Budget.
3. The “Operating Gain” without depreciation for operating the DOA is \$621,473.
4. Line-item budgets depict all non-capital expenses and revenues. The “Total Expenditures” on **page 7** reflects an amount like the previous adopted budget, however it reflects projected performance-based salary increases, safety retirement for Airport Operations Officers, and other labor expense associated costs.

5. The Department of Airports is an Enterprise Fund. As such, all operating costs are derived from airport operations. No funding is received from County funds, taxes, or outside loans.

TAB #2: “Camarillo”:

1. Camarillo’s “Operating Gain” without depreciation is positive at \$1,237,969. Please note that Camarillo Airport administrative salaries and benefits are allocated 80% to Camarillo administration and 20% to Oxnard administration to present a more realistic picture of the costs for each airport.
2. Services and supplies budget (**page 13, accounting code 2000**), reflects an increase of \$794,528 (38.7%), this is primarily due to an effort to continue to improve the business park area by creating a more attractive space for potential tenants, but considering that other improvements were performed in the previous year.
3. Camarillo administration, operations, and maintenance sub-budgets are also found in this section for a more detailed listing of expenditures and revenue.

TAB #3: “Oxnard”:

1. Oxnard’s “Operating Loss” without depreciation is \$616,497. 20% of salaries and benefits from DOA administration are allocated to Oxnard Airport to give a truer picture of costs.
2. Salaries and benefits increase by \$99,863 (**page 32, accounting code 1000**), primarily due to the filling of the Supervisor of Airport Operations position, and other labor expense associated costs.
3. Services and supplies budget (**page 33, accounting code 2000**), increased \$223,180 mainly due to perimeter security fencing at the airport, PFAS cost recovery remediation, hangar structural repairs and increased Camarillo administrative support.
4. Oxnard administration, operations, and maintenance sub-budgets are also found in this section for a more detailed listing of expenditures and revenue.

TAB #4: “Capital”:

This budget is for capital expenses and revenue associated with federal and state grants and non-grant projects. The “Net Cost” of proposed projects is \$2,842,027. The projects are listed for your review on two tables and are consistent with the DOA’s five-year Capital Improvement Plan. The Department of Airports is an Enterprise Fund. As such, all operating costs are derived from airport operations. No funding is received from County funds, constituent taxes or fees, or outside loans.

Highlights of the capital budget are:

1. For Camarillo (**page 49**), the grant eligible project scheduled for Camarillo Airport includes a FAA Part 150 Noise Study and planning/environmental studies for the 2025 runway and taxiway connector reconstruction. Non-grant eligible project includes the completion of HVAC Replacements for 555 Airport Way. Financing is available within the Airports enterprise fund to cover net cost.
2. For Oxnard (**page 52**), The grant eligible projects anticipated for Oxnard airport include the reconstruction of connector taxiways A-E and a FAA Part 150 Noise Study, ARFF truck replacement. Financing is available within the Airports enterprise fund to cover net cost.

TAB #5: "Camarillo Roads and Lighting":

Otherwise known as the Camarillo Utility Enterprise (CUE), this budget is for the maintenance of streets, street lighting and storm drains at the Camarillo Airport. The budget is funded through assessments to the eight owners of developed property on the airport campus, of which the DOA represents a share of approximately 66%. The CUE project schedule has no new projects scheduled for this fiscal year.

Staff realizes that there is a tremendous amount of information in the budget, and we have tried to organize it in a way that makes it accessible for discussion. Please feel free to contact Jamal Ghazaleh at 388-4207 or me at 388-4200 should you have any questions.



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



COUNTY of VENTURA

Department of Airports

MONTHLY ACTIVITY REPORT

Month ending April 30, 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	63	3
Out of Service	16	0	0	Out of Service	6	0	0
Total	346	330	0	Total	151	142	3
Tie-downs				Tie-downs			
County	96	47	49	County	7	1	6
AVEX	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	95	61	Total	41	18	23

Airport Operations:

	Camarillo	Oxnard
Current year for the month	19,054	8,864
Last year for the month	14,626	9,039
% Change	30%	-2%
Current year to date	63,114	32,896
Last year to date	53,427	30,923
% Change	18%	6%

Aircraft Incidents:

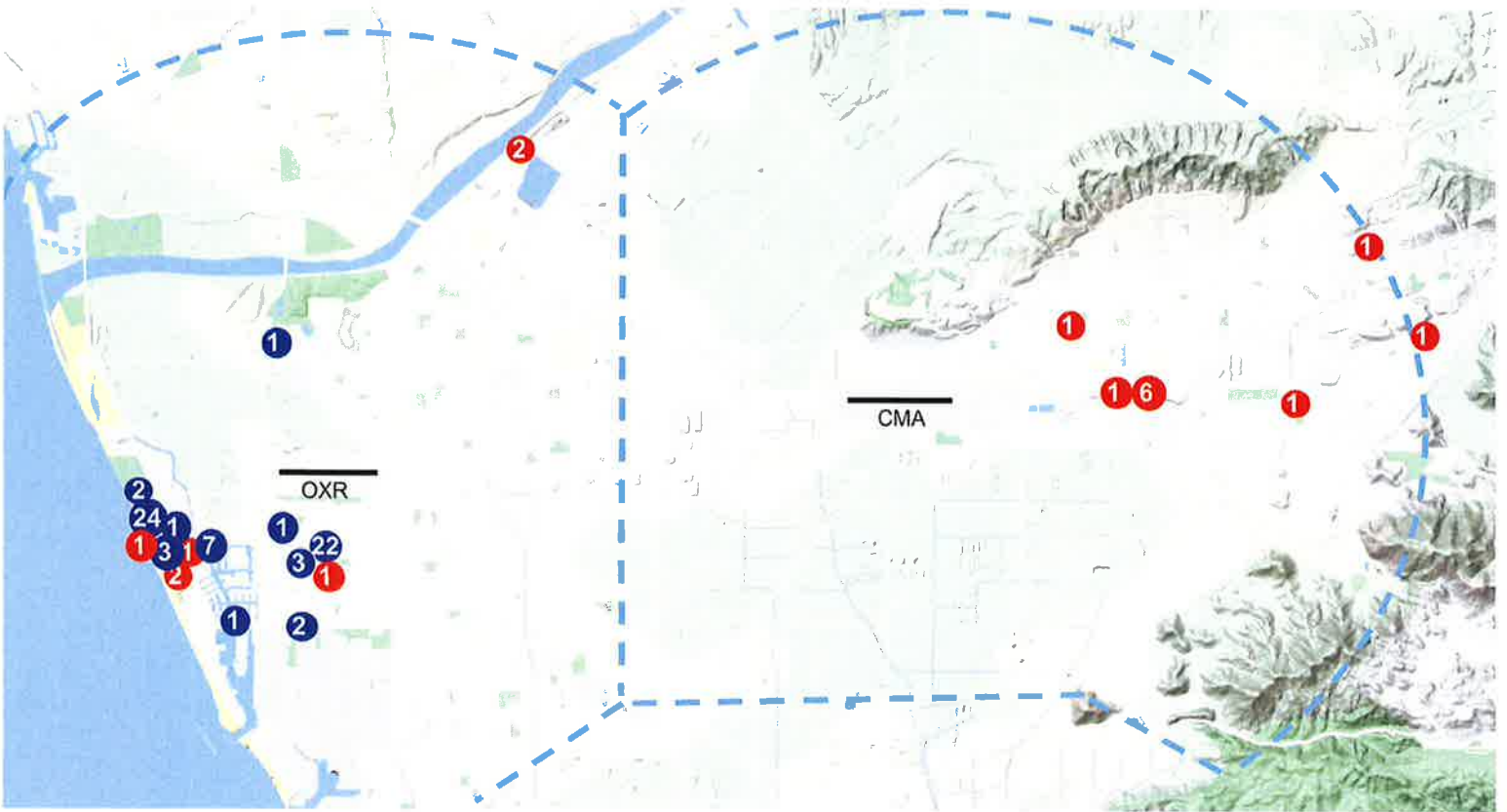
	Camarillo	Oxnard
Current Month	5	2
Current year to date	20	4

- CMA - Flat Tire
- CMA - Precautionary Landing - Electrical
- CMA - Precautionary Landing - Electrical
- CMA - Precautionary Landing - Rough Engine
- CMA - Precautionary Landing - Electrical
- OXR - Accident - Landed Short of Threshold (no injuries)
- OXR - Precautionary Landing - Rough Engine

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	0
Cards issued to transient overnight aircraft	46	0
Noise/nuisance complaints	11	77
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	20	1

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



Ventura County Noise Complaints - April 2022

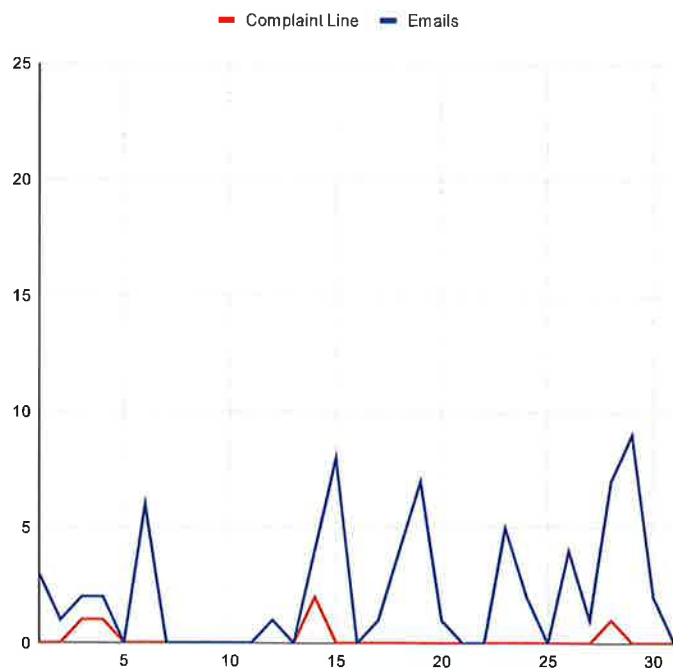
OXR

CMA

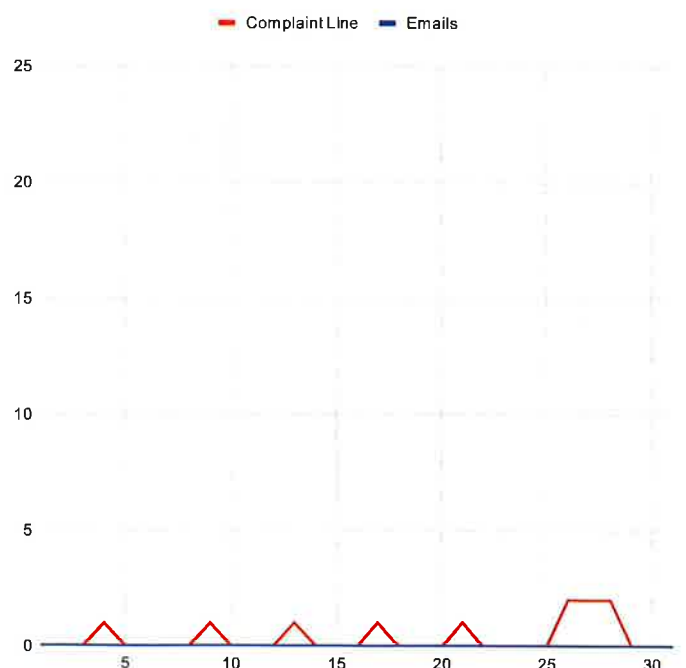
Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
77	7	70	0	66

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
11	11	0	0	2

OXR



CMA



** Voluntary Noise Abatement Procedures



APRIL 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:

- The AGIS survey is ongoing and 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 has recently been contacted to re-start work associated with these environmental surveys.
- The Consultant has provided a draft scope and cost proposal for an ALP Update/Narrative Report to airport staff. Airport staff has, in turn, coordinated the scope and cost proposal with the FAA.
- The Consultant has coordinated a project scheduled for the ALP Update/Narrative Report with airport staff.

Upcoming Action Items:

- Airport staff is currently working with the FAA to determine a path moving forward to initiate an ALP Update/Narrative Plan approach to the study process.

Project Percent Complete: The project is 41.8 percent complete through April 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. Infiltration testing was conducted during the month of April.

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 45.0 percent complete through April 2022.

OXNARD AIRPORT – AIRPORT LAYOUT PLAN UPDATE / NARRATIVE REPORT

Status Update:

- The FAA conditionally approved the ALP Drawing Set in a letter dated February 14, 2022.

- Electronic copies of the signed/approved ALP Drawing Set have been distributed to the FAA and airport staff.

Upcoming Action Items:

- The Consultant has coordinated with airport staff and is in the process of preparing final documents related to the ALP Update/Narrative Report. This includes hard copy prints of the Narrative Report and signed/approved 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.

ANNUAL CONSULTING SERVICES CONTRACT (AEA No. 22-01)

Status Update:

- The Consultant has prepared a draft pilot guide for Camarillo Airport further coordination with airport staff.
- The Consultant prepared and coordinated a draft land use analysis with airport staff the focused on approximately 11 acres of land at Oxnard Airport. The report evaluated the study area based on FAA design criteria and looked at alternative uses that could occur on the property.

Upcoming Action Items:

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

Project Percent Complete: 24.1% of the not-to-exceed amount of \$100,000 has been completed through April 2022.

PROJECT STATUS REPORT
Ventura County, Department of Airports

Prepared by Mead & Hunt, Inc
 Revision Date 2022-05-24



Mead & Hunt No. County No. Grant No.	Airport	Description	Status	Percent Complete	Action Item
3168900-132415.05 AEA 18-06 AIP - 036	CAMARILLO	CONSTRUCTION SERVICES NORTHEAST HANGAR DEVELOPMENT, PHASE 1 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	CONSTRUCTION SERVICES TAXIWAYS H PAVEMENT REHABILITATION 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) submitted to the County.	100%	a) Mead & Hunt to send final invoice in early June. Project complete.
22069-181879.01 AEA 18-13 AIP - N/A	CMA & OXR	DESIGN SERVICES OXR AND CMA DBE UPDATES (2020-2021) 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) Final invoice paid in full - project complete.
2206900-220887.01 AEA 22-03 AIP - N/A	CMA & OXR	DESIGN SERVICES ON-CALL SERVICES (2021-2022) On-call services at the request of the County. Period is effective through June 30, 2022.	a) Contract executed. b) Updated graphic (draft) prepared for hangar development area based on topographic survey. c) Mead & Hunt assisting with CMA NE Hangar Project Certified Payroll audit.	3%	a) County review of draft hangar development graphic based on topographic survey.

May 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 – April 2022

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of April 2022, by Jviation, for the Camarillo Airport:

Conceptual Design for 2025 Runway/Taxiway Reconstruction (AIP Project No. 3-06-0339-039-2022)

- Throughout the month of April, the County and Jviation discussed this project during coordination meetings on April 21 and 28, 2022.
- On April 28, 2022, the County indicated they will be contacting the FAA to check on the status of this project and if they will be approving the project to start.
- **Upcoming:**
 - 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.

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

- Throughout the month of April, the County and Jviation discussed this project during coordination meetings on April 21 and 28, 2022.
- On April 28, 2022, the County indicated they will be discussing this project to determine how they would like to proceed with the pavement improvements on Taxiway A.
- **Upcoming:**
 - County will confirm how to proceed with the improvements on the Runway 8-26 centerline and Taxiway A.
 - County approval of the proposed scope of work and engineering fees from Jviation.
 - County executes the contract with Jviation for this project.

Airport Pavement Management System (APMS) Update

- Throughout the month of April, the County and Jviation discussed this project during coordination meetings on April 21 and 28, 2022.
- On April 28, 2022, the County indicated they are working on responses to the list of questions Jviation submitted to assist with the preparation of the scope of work.
- **Upcoming:**
 - County will provide responses to the list of questions Jviation submitted.
 - Jviation will coordinate with subconsultants to assist with the completion of this project.
 - Jviation will prepare a scope of work and will submit it to the County for review.

Airport Capital Improvement Plan (ACIP) Update

- There is no update on this task from April 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

May 6, 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 – April 2022

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of April 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 April, the County and Jviation discussed this project during coordination meetings on April 21 and 28, 2022.
- Throughout the month of April, Jviation and the County coordinated with the Prime Contractor, Sully-Miller, on construction closeout and scheduling work on punch list work items.
- Throughout the month of April, Jviation worked on the Construction Closeout Report.
- On April 5, 19, and 25 2022, the County, Jviation, and Sully-Miller met to discuss the outstanding items needed for project closeout, punch list items, and contractor warranty items.
- On April 12, 2022, Jviation and Sully-Miller met to discuss the outstanding items needed for project closeout, punch list items, and contractor warranty items.
- On April 14, 2022, Jviation was on-site monitoring Sully-Miller while they were completing work on punch list items.
- On April 15, 2022, Jviation and Sully-Miller met to discuss pavement marking quantities.
- On April 24 and 28, 2022, Jviation submitted the record drawings and AutoCAD files for MALSF work to James Hensley with FAA Engineering Services group.
- On April 29, 2022, the County, Jviation, and Sully-Miller met to discuss the relocation of the excess asphalt millings from the contractor staging area to the northwest corner of the airport. Sully-Miller committed to complete this work by May 13, 2022.
- On May 2, 2022, Jviation was on-site reviewing the excess asphalt millings in the contractor staging area and the location the excess millings will be relocated to in the northwest corner of the airport.
- **Upcoming:**
 - Jviation will continue project coordination with the County, FAA, and Sully-Miller.
 - Jviation will coordinate with Sully-Miller and the County on the schedule to relocate the excess asphalt millings from the contractor staging area to the northwest corner of the airport.

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

- Throughout the month of April, the County and Jviation discussed this project during coordination meetings on April 21 and 28, 2022.
- On April 4, 2022, Jviation and the County practiced a run through of the pre-bid meeting.

- On April 5, 2022, Jviation and the County held a virtual pre-bid meeting.
- On April 6, 2022, Jviation issued Addendum No. 1 to all plan holders, and it included the pre-bid meeting agenda and the attendees list.
- On April 6, 2022, Jviation provided the County with the Issued for Bid document files.
- On April 8, 2022, the County provided escorts to the project site for interested contractors.
- On April 11, 2022, Jviation issued Addendum No. 2 to all plan holders, and it included the contractor questions received and responses to those questions.
- On April 13, 2022, the project was advertised in the Ventura County Star.
- On April 18, 2022, Jviation issued Addendum No. 3 to all plan holders, and it included the contractor questions received and responses to those questions. This was the final addendum.
- On April 26, 2022, the bid opening was held and attended by the County and Jviation. One formal bid was received from Granite Construction.
- **Upcoming:**
 - Prepare letter of recommendation and issue it to the County.

Airport Pavement Management System (APMS) Update

- Throughout the month of April, the County and Jviation discussed this project during coordination meetings on April 21 and 28, 2022.
- On April 28, 2022, the County indicated they are working on responses to the list of questions Jviation submitted to assist with the preparation of the scope of work.
- **Upcoming:**
 - County will provide responses to the list of questions Jviation submitted.
 - Jviation will coordinate with subconsultants to assist with the completion of this project.
 - Jviation will prepare a scope of work and will submit it to the County for review.

Federal Contract Tower (FTC) Improvements

- Throughout the month of April, the County and Jviation discussed this project during coordination meetings on April 21 and 28, 2022.
- On April 18, 2022, the County requested Jviation's assistance with the Federal grant application.
- On April 22, 2022, the County provided emails from the FAA LA ADO on the FTC Federal grant process.
- On May 3, 2022, the County provided emails, drawings, and information on issues with the existing FTC and potential improvements to be included in the Federal grant application.
- On May 4, 2022, the FAA LA ADO requested a brief project description and estimated cost from the County to be provided later the same day. Jviation provided the County with brief project description and estimated cost
- **Upcoming:**
 - Coordinate with the County on the Federal grant application.
 - Provide Federal grant application to County so it can be submitted by May 16, 2022.

Airport Capital Improvement Plan (ACIP) Update

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

Miscellaneous

- On April 28, 2022, the County requested Jviation to keep an eye on opportunities for air mobility charging stations associated with U.S. House of Representatives Bill 6720 (H.R. 6720).
- **Upcoming:**
 - Jviation will provide the County with news on opportunities for air mobility charging stations.

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, Ms. Tracey Salazar – Jviation, a Woolpert Company
File

**AIRPORT TENANT
PROJECT STATUS
May 26, 2022**

CAMARILLO

- Airport Properties Limited (APL) Row I plans and revised Construction Safety Phasing Plan under review for final Airport approval. FAA required NEPA review underway.
- CloudNine Development project construction in progress.

OXNARD

- Phase 1 proposals received for 5 and 7 acre parcel redevelopment RFP; Phase 2, proposal review and requests for further information underway.

OTHER

- None

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

May 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	TBD		Jviation	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.	
5 & 3	OXR/CMA Pavement Management Plan Updates	TBD		Jviation	TBD	TBD	TBD	TBD	Jviation submitted questions for SOW development. County to review and respond.	
3	OXR PFAS Supplemental Plan/Sampling & Monitoring	\$6,500 137,000	\$226,018	Ninyo & Moore	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. After two rounds of testing, the State Water Board has expanded the work plan to include additional areas. Latest round of sampling was completed in mid-May. Test results and report to be submitted to the State Water Board once complete.

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

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

May 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		
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>	<u>44</u> Draft forecasts for geometry study to be refreshed with the Airport Layout Plan Update. Drainage survey for RWY reconstruction underway to allow for 2025 planned construction. Infiltration testing recently completed. Report due soon.
5	TWY H Pavement Rehabilitation (Seal Coat)	\$ <u>273,576</u> \$ <u>213,351</u>		<u>Mead & Hunt, Maxwell Asphalt</u>	<u>6/25/19</u>	<u>8/15/19</u>	<u>4/20/20</u>	<u>TBD</u>	<u>100</u> <u>99</u> 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>	<u>42</u> On 5/20/22, FAA approved the transition of the Master Plan to an Airport Layout Plan (ALP) Update to allow for community concerns, like noise, to be addressed first, with a master plan update to be revisited in a future year, should it be warranted.
3	OXR RWY & TWY Connector Transitions Reconstruction	\$ <u>12,832,636</u> \$ <u>12,274,001</u>	\$124,906	<u>Mead Hunt Sully-Miller Inc.</u>	<u>4/29/21</u>	<u>7/20/21</u>	<u>7/23/21</u>	<u>2/28/22</u>	<u>100</u> <u>95</u> Final punchlist items schedule of completion updated to be completed by 5/31/22. Waiting on State Water Board to approve storm water permit termination. Final project closeout documents remain.

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		
3	OXR TWY Connector Reconstruction Design/Repackage	\$335,960 TBD		Jviation	4/26/22	12/17/21	TBD	TBD	FAA instructed the project be bid with a base bid and a bid alternate based on funding availability. The bid period began March 30, 2022 with bids due April 26, 2022. Bid information has been submitted to the FAA for review and grant funding determination.

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 & 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 TBD (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.

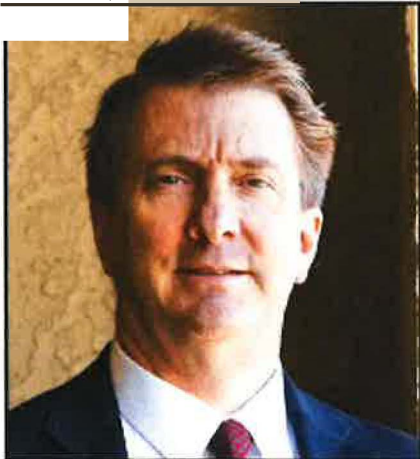
Acorn

CAMARILLO

Airports director gives an overview of Camarillo Airport

| April 30, 2022

By Makena Huey
makena@theacorn.com



Keith Freitas

Keith Freitas, the county's director of airports, gave a 10-minute presentation about the Camarillo Airport at the West Ventura County Business Alliance's business and economic outlook luncheon April 14 at Spanish Hills Country Club.

The keynote speech, which was followed by questions from those in attendance, provided a brief overview of the airport, which Freitas said remains relatively unknown to the general public.

“There are so many different entities at the airport that do great things that we don’t broadcast,” Freitas said during his keynote speech. “We need to do a better job of connecting with the community.”

From an economic standpoint, the Camarillo Airport creates 1,750 jobs, and generates \$115 million in payroll and \$230 million in revenue for the county per year, said Freitas, who is six months into his role as airports director.

More than 60 businesses operate on the airport’s 650 acres, Freitas said.

The number includes aviation related companies, such as flight schools and hangars, as well as non-aviation businesses like the Big Brothers Big Sisters of Ventura County and Waypoint Cafe. The airport is also home to the county fire department’s headquarters and the agricultural commissioner’s office.

Freitas dispelled rumors that Amazon plans to use the airport for cargo jet traffic.

“There was a lot of turmoil, and anybody that has been in this community has heard (the rumors),” he said. “There has been, in the six months I’ve been here, no discussion within the county or the airport staff about Amazon coming into the Camarillo Airport.”

He also said there are no plans for any other commercial service to use the airport.

Private aircraft take off and land at the airport daily, and Freitas said the number continues to grow.

He said the airport’s main development project is CloudNine, a group of private aircraft hangars and office suites.

The \$34-million project, proposed by Westlake Village-based developer RKR Inc., consists of four 25,000-square-foot hangars. Each will be leased to a corporation or airplane owner and will have an additional 5,000 square feet of office space.

Construction began last May, and the hangars—expected to generate about 360 to 600 flights—will likely be ready for tenants this summer, according to previous *Acorn* coverage.

Freitas said CloudNine cleared the city’s process last month and recently received the final permit from the county.

Drones and electric aircraft, Freitas said, are also on the horizon and could potentially take off from and land at the Camarillo Airport.

Drones can be used to deliver packages, monitor wildfires and determine the health of crops, while electric planes that can take off and land vertically are not only less harmful to the environment, but also quieter than fuel-powered planes.

“The great thing from an airport standpoint is that it’s community friendly,” he said.

Freitas said he is still in no rush to update Camarillo’s airport master plan. Cities, he said, typically revise the plans every 10 to 20 years, and Camarillo’s was completed nearly 11 years ago.

“We have one in place that is just fine, and that’s what we’re working off right now,” Freitas told the audience.

Last year, an airport master plan update process was started and stopped amid widespread opposition to the possibility of commercial flights.

Freitas said he would rather conduct a noise compatibility study and revisit the master plan update in two or three years.