



**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 Aviation Advisory Commission  
will be held on:

**Monday** **October 3, 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](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, October 3, 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. 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 – September 12, 2022 (Pages 6-14)
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 #15 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission Pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act (Pages 15-21)**

#### **Recommendation:**

Consider adoption of Resolution #15 (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, Amendment No. 1 to the Agreement with the Camarillo Sanitary District Regarding Out-of-Agency Service to and Annexation of Certain Property at the Camarillo Airport, to Extend the Agreement by Five Years; Authorization for the Director of Airports to Sign Future Amendments Extending the Agreement, Upon Approval by County Counsel (Pages 22-34)**

#### **Recommendations:**

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

1. Approve, and authorize the Director of Airports or the Director's designee to sign, Amendment No. 1 (Exhibit 1) to the Agreement Affecting Real Property Regarding Out of Agency Service and Annexation (Agreement) between the Camarillo Sanitary District (District) and the County of Ventura for the provision of sewer services to the Camarillo Airport's northeast hangar development and the potential annexation to the District of all property containing the Airport's sewer system.

2. Authorize the Director of Airports or the Director's designee to sign future amendments to extend the Agreement, upon approval by County Counsel.

**C. Subject: Receive and File a Staff Update Regarding Draft Updated Monthly Noise Report Format and Fly Friendly VC Program (Pages 35-40)**

**Recommendation:**

Receive and file a staff update regarding draft updated monthly noise report format and Fly Friendly VC program.

**7. DIRECTOR'S REPORT**

**8. REPORTS (Pages 41-64)**

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

Monthly Activity Report – August 2022  
Monthly Noise Complaints – August 2022  
Consultant Reports (Coffman Associates) – August 2022  
Consultant Reports (Aviation – Camarillo Airport) – August 2022  
Consultant Reports (Aviation – Oxnard Airport) – June, July, August 2022  
Consultant Reports (Mead & Hunt) – August 2022  
Airport Tenant Project Status – September 2022  
Project Status – September 2022  
Financial Statements Fourth Quarter – FY 2021/2022  
Meeting Calendar

**9. CORRESPONDENCE (Pages 65-74)**

**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 September 3, 2022 from Camarillo Acorn re: High Flying Airshow Fun

Article dated September 3, 2022 from Camarillo Acorn re: Raise the Roof

Article dated September 16, 2022 from VC Star re: Small Plane Lands at Marina Park

Letter dated September 20, 2022 from Projects Administrator Erin Powers to Jim Magglos, Waypoint Café re: Conceptual Approval of the Proposed Waypoint Café North Patio Improvements Located at Camarillo Airport; DR 22-08

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

## 11. ADJOURNMENT

The next regular Commission meeting will be on Monday, November 7, 2022 at 7:00 p.m.  
Location to be determined.

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



## Webinar Instructions

Public link to Zoom webinar:

<https://us06web.zoom.us/j/87860189477?pwd=UWZkZHR3OU9Ga3lBcGtMUFRtNHZ2UT09>

**Webinar ID:** 878 6018 9477  
**Passcode:** 510032  
**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.

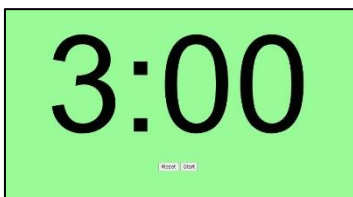
**Telephone:** You may observe the meeting via the Department of Airports YouTube channel. If you are interested in speaking to an item, you can call into one of the phone lines listed above, and when prompted enter the Webinar ID and Passcode shown above. Once in the meeting, you will be listening to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

**September 12, 2022**

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

Chair, Adriana Van der Graaf, called the meeting to order at 7:01 p.m. and led the pledge of allegiance.

**2. ROLL CALL**

**PRESENT**

Adriana Van der Graaf  
Bobby Williams  
Maggie Bird  
Matthew Johnston  
Nanette Metz  
Jerrold Abramson  
Steve Tannehill  
Robert Trimborn (L)

*Excused (E)*

*Late (L)*

**AIRPORT STAFF**

Keith Freitas, Director  
Dave Nafie, Deputy Director  
Erin Powers, Projects Administrator  
Madeline Herrle, Lease Manager  
Ana Castro, Program Administrator

**ABSENT**

James Flickinger  
Steve Weiss (E)

### 3. AGENDA REVIEW

No changes to the agenda.

### 4. APPROVAL OF MINUTES – July 11, 2022

***Steve Tannehill moved to approve the July 11, 2022 minutes and Maggie Bird seconded the motion. All Commissioners voted in favor and the motion passed unanimously 7-0. Robert Trimborn was absent for the vote.***

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 #14 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 #14 (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.

***Matthew Johnston moved to approve staff's recommendation and Steve Tannehill seconded the motion. All Commissioners voted in favor and the motion passed unanimously 8-0.***

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

**Recommendation:**

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

Project Administrator Erin Powers provided staff's report.

***Steve Tannehill moved to receive and file the update and Nanette Metz seconded the motion. All Commissioners voted in favor and the motion passed unanimously 8-0.***

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

**Recommendation:**

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

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

Lease Manager Madeline Herrle provided staff's report.

***Maggie Bird moved to approve staff's recommendation and Nanette Metz seconded the motion. All Commissioners voted in favor and the motion passed unanimously 8-0.***

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

**Recommendation:**

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

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



Lease Manager Madeline Herrle provided staff's report.

***Matthew Johnston moved to approve staff's recommendation and Steve Tannehill seconded the motion. All Commissioners voted in favor and the motion passed unanimously 8-0.***

**E. Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, the Lease Agreement with Sky 805, LLC for 265, 275 and 305 Durley Avenue at the Camarillo Airport**

**Recommendation:**

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

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

Lease Manager Madeline Herrle provided staff's report.

***Robert Trimborn moved to approve staff's recommendation and Steve Tannehill seconded the motion. All Commissioners voted in favor and the motion passed unanimously 8-0.***

**F. Subject: Receive and File Regarding Updated Construction Schedule for the Oxnard Airport Taxiway Connectors A, B, C, D and E Reconstruction Project**

**Recommendation:**

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

Projects Administrator Erin Powers provided staff's report.

***Bobby Williams moved to receive and file the update.***

**G. Subject: Approval and Award of a Construction Administration Services Contract to Jviation, a Woolpert Company, in the Not-to-Exceed Amount of \$716,589, for the Taxiway Connectors Pavement**

**Reconstruction Project at Oxnard Airport; Authorization for the Director of Airports, or Designee, to Execute the Subject Contract**

**Recommendations:**

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

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

Projects Administrator Erin Powers provided staff's report.

***Robert Trimborn moved to approve staff's recommendations and Nanette Metz seconded the motion. All Commissioners voted in favor and the motion passed unanimously 8-0.***

**H. Subject: Receive and File Report on Potential Development of Two Aviation Parcels at Oxnard Airport**

**Recommendation:**

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

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

Lease Manager Madeline Herrle provided staff's report.

***Steve Tannehill moved to receive and file the report.***

**I. Subject: Approval of Voluntary Noise Abatement Procedure Pilot Guides for Camarillo and Oxnard Airports**

**Recommendation:**

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

Deputy Director Dave Nafie and Director Keith Freitas provided staff's report.

***Robert Trimborn moved to approve staff's recommendation and Matthew Johnston seconded the motion. All Commissioners voted in favor and the motion passed unanimously 7-0. Nanette Metz was absent for the vote.***

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

- Staff is working with COHOTA's leadership on the transition to the new private hangar leases. This will include a hangar inspection and staff will test the transition process with some of COHOTA's board members starting this month and hope to start the process with the rest of the members in October. The transition of all 220 leases will run through June 2023.
- The FAA has approved GAMI unleaded fuel for all piston airplanes in the fleet. There is a transition period to get this into the system, but one FBO at Oxnard and one in Camarillo are working on bringing in unleaded fuel to the two airports as soon as they can.
- The security camera system contract is in place and staff expect to have installation wrapped up by the end of the year.
- The Airport's Communications and Engagement Manager has been hired and her name is Jannette Jauregui. She will be attending the Noise Forum and kicking off the noise program and the Airport's social media. The Fly Friendly Program is set to kick off tomorrow at Oxnard Airport and 35 flight schools who use Oxnard on a regular basis have been invited.
- Director Keith Freitas presented an overview of the airports and talked about the noise program at the September 6<sup>th</sup> Oxnard City Council meeting.
- The Part 150 noise compatibility studies have been approved for both airports. Each study is about \$800,000 and will be an analysis on noise impacts and what things can be done to be better neighbors.
- The Wings Over Camarillo Air Show on August 20<sup>th</sup> was a success with a record 20,000 attendees.
- The Cloud Nine project continues to move forward, consisting of four 25,000 square foot hangars and some office space for corporate private aircraft.

- Recognition of the Coulson fire helicopter which was based at Oxnard Airport for a period of time. The helicopter supported by Southern California Edison arrived in June and will stay on watch to protect Ventura County through December.
- EAA Chapter 723 was recognized for 30 consecutive years of doing the young eagles program. The program offers free rides with costs supplemented by the pilots for ages 8 to 17 to try to get folks interested in aviation.
- County CEO's office and General Services has been working with the Airport and has selected Oxnard Airport for six electric vehicle charging stations that will go in place in the next few months.
- Staff will be sending out to each of the members a request to confirm their residency and update contact information. It will be a flyer or form to confirm that the primary residency is still where they were selected by their elected official, that it's still consistent and there haven't been any changes.

***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 – June, July 2022

Monthly Noise Complaints – June, July 2022

Consultant Reports (Coffman Associates) – June, July 2022

Consultant Reports (Jviation – Camarillo Airport) – June, July 2022

Consultant Reports (Jviation – Oxnard Airport) – June, July, August 2022

Consultant Reports (Mead & Hunt) – August, 2022

Airport Tenant Project Status – August 2022

Project Status – August 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.**

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

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

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

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

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

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

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

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

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

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

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

## **10. COMMISSION COMMENTS**

No Commission comments.

## **11. ADJOURNMENT**

***Maggie Bird moved to adjourn the meeting and Steve Tannehill seconded the motion.***

There being no further business, the September 12, 2022 meeting of the Aviation Advisory Commission was adjourned by Chair Adriana Van der Graaf at 9:05 p.m.

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



# COUNTY of VENTURA

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October 3, 2022

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

**Subject: Consider Adoption of Resolution #15 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 #15 (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 time that has elapsed since your September 12, 2022 meeting, COVID hospitalization rates have declined slightly with corresponding decreases in case and positivity rates in Ventura County. Public Health continues to monitor conditions and masks are recommended to be worn indoors by the California Department of Public Health. The public health situation remains stable, and the Centers for Disease Control and Prevention (“CDC”) indicated that the community transmission level remains “low” in the County. 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.” Staff will report back to your Commission as we enter the fall/winter months.

**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 #15, that if adopted, authorizes your Commission to meet remotely for a 30-day period, or until the Commission’s next regularly scheduled meeting.



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', written in a cursive style.

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

Attachments:

Exhibit 1 – Resolution #15

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

**RESOLUTION #15 OF THE AVIATION ADVISORY COMMISSION AUTHORIZING  
CONTINUED REMOTE TELECONFERENCE MEETINGS OF THE AVIATION  
ADVISORY COMMISSION 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, May 23, 2022, June 6, 2022, July 11, 2022, and September 12, 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, or until the Commission’s next regularly scheduled meeting;

**WHEREAS**, the Centers for Disease Control and Prevention (“CDC”) indicate that the community transmission level is “low,” 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”;

**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 November 2, 2022 or until the Commission's next regularly scheduled meeting after November 2, 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.

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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.



**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)

October 3, 2022

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

**Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, Amendment No. 1 to the Agreement with the Camarillo Sanitary District Regarding Out-of-Agency Service to and Annexation of Certain Property at the Camarillo Airport, to Extend the Agreement by Five Years; Authorization for the Director of Airports to Sign Future Amendments Extending the Agreement, Upon Approval by County Counsel**

**Recommendations:**

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

1. Approve, and authorize the Director of Airports or the Director's designee to sign, Amendment No. 1 (Exhibit 1) to the Agreement Affecting Real Property Regarding Out of Agency Service and Annexation (Agreement) between the Camarillo Sanitary District (District) and the County of Ventura for the provision of sewer services to the Camarillo Airport's northeast hangar development and the potential annexation to the District of all property containing the Airport's sewer system.
2. Authorize the Director of Airports or the Director's designee to sign future amendments to extend the Agreement, upon approval by County Counsel.

**Fiscal/Mandates Impact:**

Mandatory: *No*

Source of funding: *Private, future commercial developer*

Funding match required: *None*

Impact on other departments: *None*

<b><u>Summary of Revenue and Project Costs</u></b>	<b><u>FY 2022/23</u></b>	<b><u>FY 2023/24</u></b>
Revenue:	\$ 0	\$ 0
Direct Costs	<u>1,050*</u>	<u>\$ 0</u>
Net Costs – Airport Enterprise Fund	<u>\$ 1,050</u>	<u>\$ 0</u>

*\*Represents Ventura Local Agency Formation Commission (LAFCO) application fee.*

**Current Fiscal Year Budget Projection:**

FY 2022-23 Budget Projection for Camarillo Administration – Division 5020 Unit 5021				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$ 3,475,025	\$ 4,162,045	\$ 4,162,045	-0-
Revenue	5,272,231	5,272,231	5,272,231	-0-
Net Cost/(Credit)	\$(1,797,206)	\$(1,110,186)	\$(1,110,186)	-0-

*Revenue and appropriations are included in the FY 2022-23 Adopted Budget.*

**Discussion:**

The existing sewer infrastructure at the Camarillo Airport currently discharges to the Camarillo Sanitary District (District) but is operated and maintained by the Ventura County Public Works Agency. Sewer flows generated at the Camarillo Airport are discharged into the District's sewer infrastructure, which is then treated by the Camarillo Water Reclamation Plant. The District and the County are working towards the annexation of the Camarillo Airport to the District at some point in the future.

In 2017, the Board approved an Out of Agency Service Agreement (Agreement) which allowed the District to directly serve the northeast hangar development area at Camarillo Airport. The sewer service for the development would ordinarily have connected to the existing Camarillo Airport sewer, but because connecting to the District's sewer system would be more efficient than connecting to the airport's sewer at that location, staff requested to instead have the property on which the development would be built receive sewer services directly from the District, subject to the terms and conditions of the attached Agreement (Exhibit 2) and the rates and charges as established by the District from time to time. Out-of-district sewer rates are typically higher than standard rates.

Under the Agreement, the District agreed to use its best efforts to obtain approval from the Ventura Local Agency Formation Commission of the annexation of the northeast hangar development property within five years, and the County agreed to cooperate with the District in its efforts to annex to the District all property containing the Camarillo Airport's sewer system within the same timeframe.

Since execution of the original Agreement, County Sanitation and the District have worked to identify a framework for possible transfer of the system. With the onset of COVID and ongoing District and County staffing shortages, progress has slowed. Additionally, an obstacle has been the funding needed to improve the existing sanitary system to District standards. The District will also need sufficient time to evaluate the condition of the sanitary system at the airport to consider whether the District is willing or able to take over the wastewater system at the airport property in addition to the northeast hangar development area and determine if it is necessary to set-up a separate fee structure for airport customers. Therefore, we wish to pursue an amendment to the Agreement to allow for a five-year extension. The Board is also being asked to authorize the Director of Airports or the Director's designee to sign future amendments to extend the Agreement, should that become necessary.

If you have any questions regarding this item, please call Erin Powers at 388-4205, or me at 388-4200.



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

Attachments:

- Exhibit 1 – Amendment No. 1 to the Agreement Affecting Real Property Regarding Out of District Service and Annexation
- Exhibit 2 – 2017 Out of Agency Service Agreement



**AMENDMENT NO. 1 TO  
AGREEMENT AFFECTING REAL PROPERTY REGARDING OUT OF  
DISTRICT SERVICE AND ANNEXATION  
PROJECT: COUNTY OF VENTURA DEPARTMENT OF AIRPORTS,  
NORTHEAST HANGAR DEVELOPMENT SEWER CONNECTION**

The County of Ventura (County/Applicant), and the Camarillo Sanitary District, a sanitary district (District), enter into this agreement (Amendment No. 1) to amend the existing agreement (Agreement) between them, entered into on April 13, 2017, for out of district sewer services and annexation at the Camarillo Airport.

County and District desire to amend the terms of the Agreement to allow for additional time to improve the existing sanitary system to District standards.

NOW THEREFORE, County/Applicant and District agree as follows:

1. All terms of the existing Agreement remain in full force and effect except as expressly modified by this Amendment No. 1.
2. The following modifications are made to the Agreement:
  - a. Section 2, Scope of Service, in the second paragraph, the first sentence is modified to read:

"District agrees to use its best efforts to obtain approval of the annexation of Applicant's Property to the District if and when eligible, but within no more than 10 years from the Effective Date of this Agreement."

COUNTY/APPLICANT: COUNTY OF VENTURA DEPARTMENT OF AIRPORTS

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
Keith Freitas, Director of Airports

CAMARILLO SANITARY DISTRICT

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
Greg Ramirez, District Manager

ATTEST

\_\_\_\_\_  
By:

**EXHIBIT 1**

All signatures above must be properly notarized for recording purposes.

RECORDED AT THE REQUEST OF AND  
WHEN RECORDED RETURN TO:

JEFFRIE MADLAND, ASSISTANT SECRETARY  
CAMARILLO SANITARY DISTRICT  
P O BOX 248  
CAMARILLO, CALIFORNIA 93011-0248

Recorded for the benefit of the City of Camarillo  
No fee required (Government Code 27383)



20170914-00119438-0 1/9

Ventura County Clerk and Recorder  
MARK A. LUNN

09/14/2017 04:20:51 PM

1247847 \$ .00 VA

APN: 230-0-030-22 and 230-0-030-24

AGREEMENT AFFECTING REAL PROPERTY REGARDING  
OUT OF DISTRICT SERVICE AND ANNEXATION

**PROJECT: COUNTY OF VENTURA DEPARTMENT OF AIRPORTS, NORTHEAST  
HANGAR DEVELOPMENT SEWER CONNECTION**

This Agreement Affecting Real Property Regarding Out of District Service and Annexation (Agreement) is between the Camarillo Sanitary District, a sanitary district (District), and the County of Ventura (Applicant).

The parties agree as follows:

Section 1. Recitals.

This Agreement is made and entered into with respect to the following facts:

- A. District provides sanitary sewer services to real property located within the boundaries of the District, and to certain properties, upon request, located outside of the boundaries of the District, but in the immediate proximity thereto.
- B. The existing sewer infrastructure at the Camarillo Airport currently discharges to the District but is operated and maintained by the Ventura County Public Works Agency. Sewer flows generated at the Camarillo Airport are discharged into the District's sewer infrastructure, which is then treated by the Camarillo Water Reclamation Plant. The District and the Applicant are considering the annexation of the Camarillo Airport to the District at some point in the future.
- C. Applicant is the owner of certain real property commonly known as the Northeast Hangar Development (Project) at the Camarillo Airport located outside of the District, and lies on Assessor Parcel Numbers 230-0-030-22 and 230-0-030-24, which is shown on Exhibits A and B, attached hereto and incorporated herein by this reference (Property). The Project would consist of: eight rows of hangars which would be owned and operated by the Applicant, up to four hangars owned and operated as part of a private commercial development effort. The Property lies outside the boundaries of

**EXHIBIT 2**

the District and would ordinarily connect to the existing Camarillo Airport sewer system. But, because connecting to the District's sewer system would be more efficient than connecting to the airport's sewer, Applicant has requested to instead have the Property receive sewer services directly from District, subject to the terms and conditions of this Agreement and the rates and charges as established by the District from time to time.

- D. District's rates for such sewer services are set by District from time to time based upon the cost of operation of the District, its facilities and on costs resulting from charges made for the cost of financing of certain District's facilities.
- E. The "Out of District" service rates from sewer service provided by District at the request of property owners for properties located outside of the District are established at different levels so as to provide for an equitable recovery of costs incurred by the District which are, or have been paid, in part, by property taxes levied by the District.
- F. District is agreeable to providing sewer services to Applicant's Property under the terms and conditions of this Agreement.

#### Section 2. Scope of Service.

District agrees that Applicant may construct one main sewer connection to the Property between manholes F13-101 and F13-107 in sewer line F13-1009 or between manholes F13-100 and F13-106 in sewer line F13-1006 or connect directly to manhole F13-107, located under Las Posas Rd. The sewer service provided by the District will accommodate the following uses by the Project: restrooms associated with the Applicant's portion of the Project, and restrooms, showers, kitchenettes, and mop sinks for the portion of the private development effort.

District agrees to use its best efforts to obtain approval of the annexation of Applicant's Property to the District if and when eligible, but within no more than five (5) years from the Effective Date of this Agreement. During such time as sewer services are provided prior to the annexation of Applicant's Property to the District, Applicant must pay out-of-district charges for such sewer services.

The District has determined that the execution and implementation of this Agreement is required to further the public interest, convenience and necessity.

#### Section 3. Annexation of Camarillo Airport.

Applicant agrees to participate to the extent required in order to cause the future annexation of the Camarillo Airport to the District if and when feasible. Applicant will cooperate in such annexation request and procedures to the extent requested of Applicant by the District.

#### Section 4. Payment of Rates.

Applicant agrees that, after connecting the Property to the District's sewer system, Applicant must pay to the District the out-of-district sewer service rates for the Property's sewer service, until the Applicant annexes the Property to the District. After such time as the Property is

annexed, the sewer service rates for the Property will be adjusted to equal the rates charged to other similarly classified properties within the District.

Section 5. LAFCO Compliance.

District and Applicant acknowledge that this Agreement is subject to review and approval by the Ventura Local Agency Formation Commission before the Agreement becomes effective.

Section 6. Covenant Running With the Land.

The parties agree that the provisions of this Agreement confer a benefit upon the Property and the covenants contained in this Agreement are deemed to be covenants running with the Property.

Section 7. Notices.

Whenever notices are required to be given pursuant to the provisions of this Agreement, the same must be in written form and must be served upon the party to whom addressed by personal service as required in judicial proceedings, or by deposit of the same in the custody of the United States Postal Service or its lawful successor in interest, postage prepaid, addressed to the Parties as follows:

DISTRICT:           Assistant District Manager  
                          Camarillo Sanitary District  
                          P O Box 248  
                          Camarillo, CA 93011-0248

OWNER:             Director of Airports  
                          County of Ventura Department of Airports  
                          555 Airport Way, Suite B  
                          Camarillo, CA 93010

Notices will be deemed, for all purposes, to have been given on the date of personal service or three (3) consecutive calendar days following the deposit of the same in the United States mail.

Section 8. Indemnities.

Applicant agrees to indemnify the District and its elected and appointed officers, employees and agents ("Indemnified Parties") and further agrees to hold the Indemnified Parties free and harmless from any claim, demand, or judgment for personal injury, wrongful death and/or property damage arising out of Applicant's use of its Property.

Section 9. Binding Effect.

The provisions of the Agreement will be binding upon the parties hereto and their respective heirs, assigns and successors in interest.

Section 10. Section Headings.

The Section headings contained in this Agreement are for convenience and identification only and will not be deemed to limit or define the contents of the Section to which they relate.

Section 11. No Presumption Re: Drafter.

The parties acknowledge and agree that the terms and provisions of this Agreement have been negotiated and discussed between the parties and their attorneys, and this Agreement reflects their mutual agreement regarding the same. Because of the nature of such negotiations and discussions, it would be inappropriate to deem any party to be the drafter of this Agreement, and therefore no presumption for or against validity or as to any interpretation hereof, based upon the identity of the drafter, will be applicable in interpreting or enforcing this Agreement.

Section 12. Assistance of Counsel.

Each party to this Agreement warrants to each other party that each party either had the assistance of counsel or had counsel available to it, in the negotiation for, and execution of, this Agreement, and all related documents; and each party has lawfully authorized the execution of this Agreement.

Section 13. Severability.

This Agreement is severable. If any nonmaterial provision or part hereof is declared invalid by a court of competent jurisdiction, the remaining provisions of this Agreement will remain in full force and effect.

Section 14. Modification.

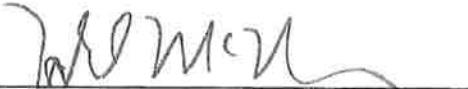
This Agreement may not be modified except by written agreement of the parties.

Section 15. Effective Date.

The effective date of this Agreement is April 13, 2017.

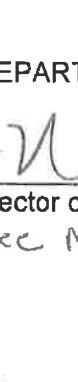
COUNTY OF VENTURA DEPARTMENT OF AIRPORTS

Date: 4-13-2017

By:   
Todd McNamee, Director of Airports  
AKA Todd Lee McNamee

CAMARILLO SANITARY DISTRICT

Date: 4-12-2017

By:   
David J. Norman, District Manager

ATTEST

  
Jeffrie Madland, Assistant Secretary

All signatures above must be properly notarized for recording purposes

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of the document.

**Pursuant to Civil Code Section 1181**

State of California  
County of Ventura

On September 11, 2017, before me, Jeffrie Madland, City Clerk for the City of Camarillo and Assistant Secretary for the Camarillo Sanitary District, personally appeared David J. Norman, Executive Director for the Camarillo Sanitary District and City Manager for the City of Camarillo, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Jeffrie Madland  
Jeffrie Madland, City Clerk  
Assistant Secretary Camarillo Sanitary District



*Title of Document: Out of District Service & Annexation – Airport Hangar Development*

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

**CIVIL CODE § 1189**

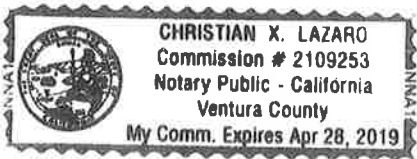
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
County of Ventura )  
On 9/7/17 before me, Christian X. Lazaro, Notary Public  
Date Here Insert Name and Title of the Officer  
personally appeared Todd Lee McNamee  
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Christian X. Lazaro  
Signature of Notary Public

Place Notary Seal Above

**OPTIONAL**

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

**Description of Attached Document**

Title or Type of Document: Agreement Document Date: 4/13/17  
Number of Pages: 7 Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_  
 Corporate Officer -- Title(s): \_\_\_\_\_  
 Partner --  Limited  General  
 Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  
 Other: \_\_\_\_\_  
Signer Is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_  
 Corporate Officer -- Title(s): \_\_\_\_\_  
 Partner --  Limited  General  
 Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  
 Other: \_\_\_\_\_  
Signer Is Representing: \_\_\_\_\_



AGREEMENT AFFECTING REAL PROPERTY REGARDING OUT OF DISTRICT SERVICE AND ANNEXATION PROJECT: COUNTY OF VENTURA DEPARTMENT OF AIRPORTS, NORTHEAST HANGAR DEVELOPMENT SEWER CONNECTION

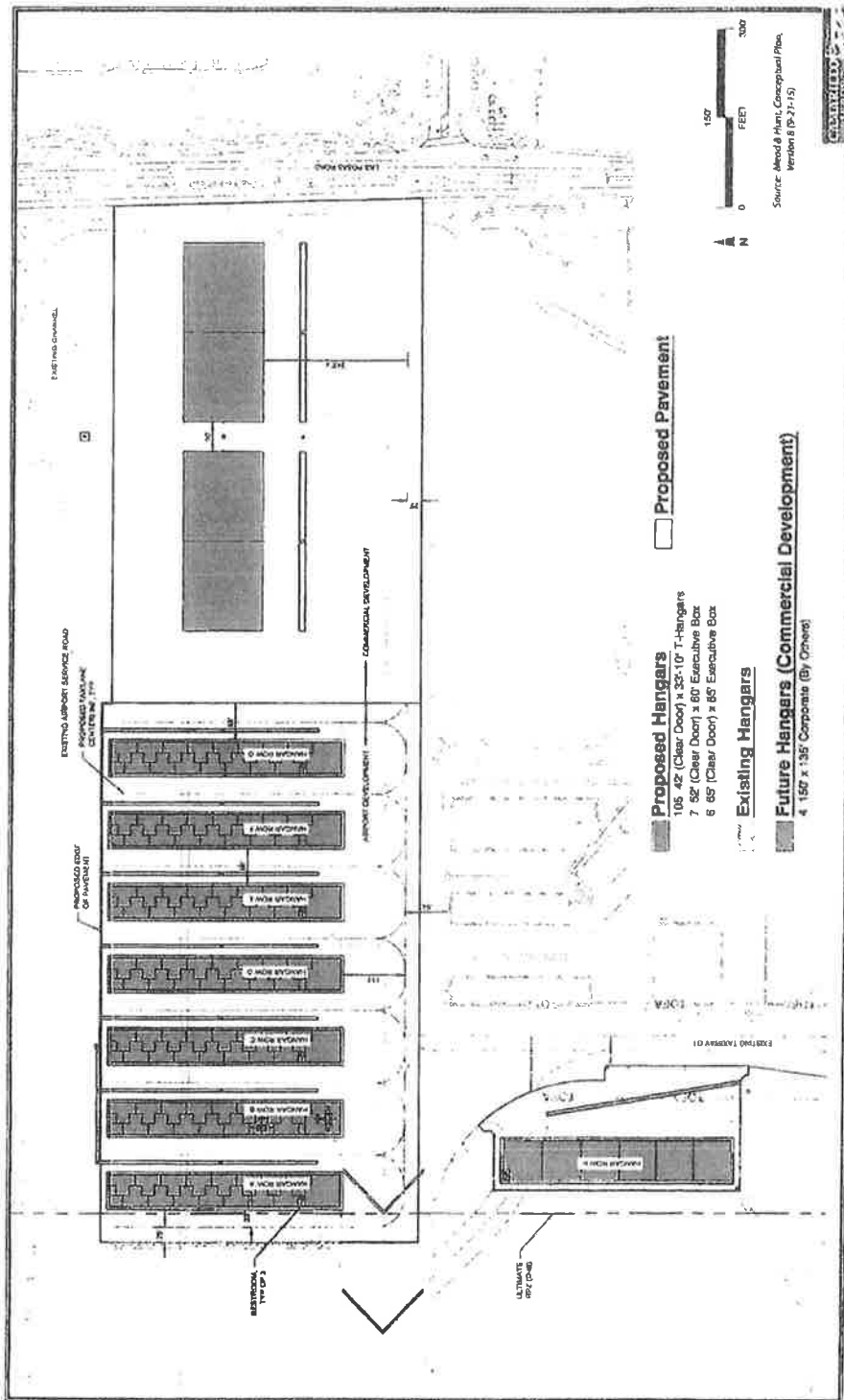


Exhibit A – Northeast Hangar Development Project

AGREEMENT AFFECTING REAL PROPERTY REGARDING OUT OF DISTRICT SERVICE AND ANNEXATION PROJECT: COUNTY OF VENTURA DEPARTMENT OF AIRPORTS, NORTHEAST HANGAR DEVELOPMENT SEWER CONNECTION

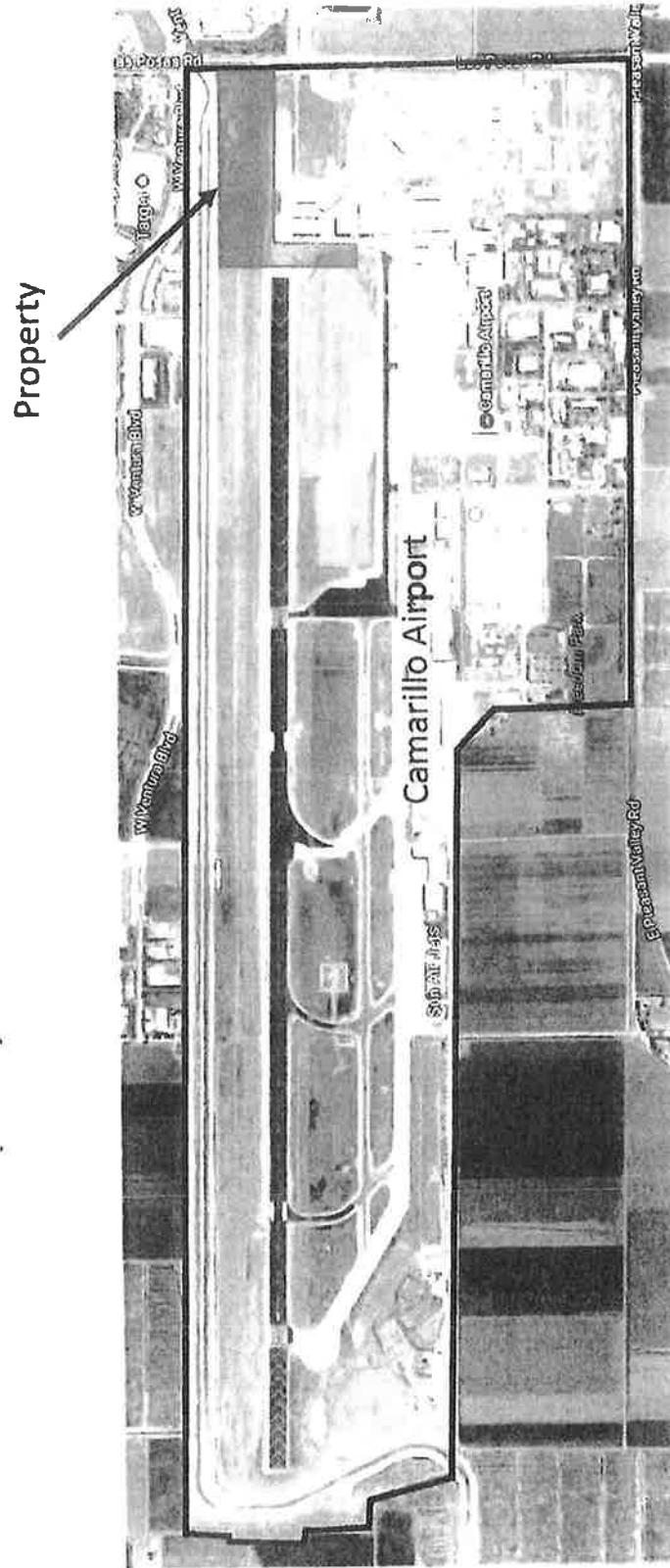


Exhibit B – Project Location Map



**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)

October 3, 2022

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

**Subject: Receive and File a Staff Update Regarding Draft Updated Monthly Noise Report Format and Fly Friendly VC Program**

**Recommendation:**

Receive and file a staff update regarding draft updated monthly noise report format and Fly Friendly VC program.

**Fiscal/Mandates Impact:**

There are no fiscal impacts associated with this action.

**Discussion:**

In March 2022, Department of Airports (Department) staff provided a review of the existing monthly noise reports along with example reports from peer airports for comparison. Each board also nominated representatives to join a subcommittee formed to guide staff in the development of an updated noise report.

Subcommittee members are:

Scott Barer - CAA  
Eugene Fussell – OAA  
Bill Thomas – At Large (nominated by CAA/OAA)  
Adrian Van Der Graaf – AAC  
Robert Trimborn – AAC  
Nannette Metz - AAC  
Steve Tannehill - AAC

Subcommittee members have met twice, once in July and again in August. The Draft Noise Report template has been developed based on input received and is now being

offered for your boards' comments. The data populated in the form for review purposes is from July 2022.

With the installation of a new flight tracking and reporting system, staff will have additional data and analytical tools that could supplement data included in this draft report. Staff will continue to work with the vendor and seek refinements to the system and provide additional updates at upcoming meetings.

Staff have also been engaged in the deployment of an array of new noise program elements:

- Hiring staff member dedicated to our noise mitigation program (Jannette Jauregui is now on board).
- Completed new Pilot Flight Guides for both airports. This task is complete and materials are being widely distributed now.
- Ongoing engagement with nearly three dozen regional flight schools and local pilots to implement new Fly Friendly VC program materials. This includes a kickoff event held at Oxnard Airport on September 13, 2022.
- Purchased and installed new aircraft flight tracking system, expected operational in next 60 days; staff training already begun.
- Secured FAA grants (\$715,000 each) to conduct Noise Compatibility Studies at both Camarillo and Oxnard Airports; public process to begin in early 2023.
- FAA approved a NO lead aviation fuel for all piston engines on September 1, 2022. They are now working on refining and distribution.

Looking ahead, engagement with all stakeholders on noise issues will be the top priority of Fly Friendly VC, especially the flight training community.

If you have any questions regarding this item, please call Dave Nafie at 388-4201, or me at (805) 388-4200.



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

Attachment:

Exhibit 1 – Draft Noise Report Update

# DRAFT FOR REVIEW - October 2022

## Oxnard Airport Noise Report

Year:	2022
Month:	July

### Complaints by Location

West of Victoria & South of 5th St. (Channel Islands, Oxnard Shores, Seabridge, etc.)  
 South Neighborhoods (Via Marina, etc)  
 East Neighborhoods  
 North Neighborhoods  
 Other/Unspecified

**Total**

Callers	Complaints
27	106
3	10
0	0
0	0
12	12
<b>42</b>	<b>128</b>

### Complaints by Type of Operation

Takeoff/Departure  
 Landing/Arrival  
 Traffic Pattern  
 Unspecified

0
0
126
2

### Complaints by Type Aircraft

Single Engine Piston  
 Multi Engine Piston  
 Turboprop  
 Turbo Jet  
 Other/Unspecified

128
0
0
0
0

### Complaints by Time of Day

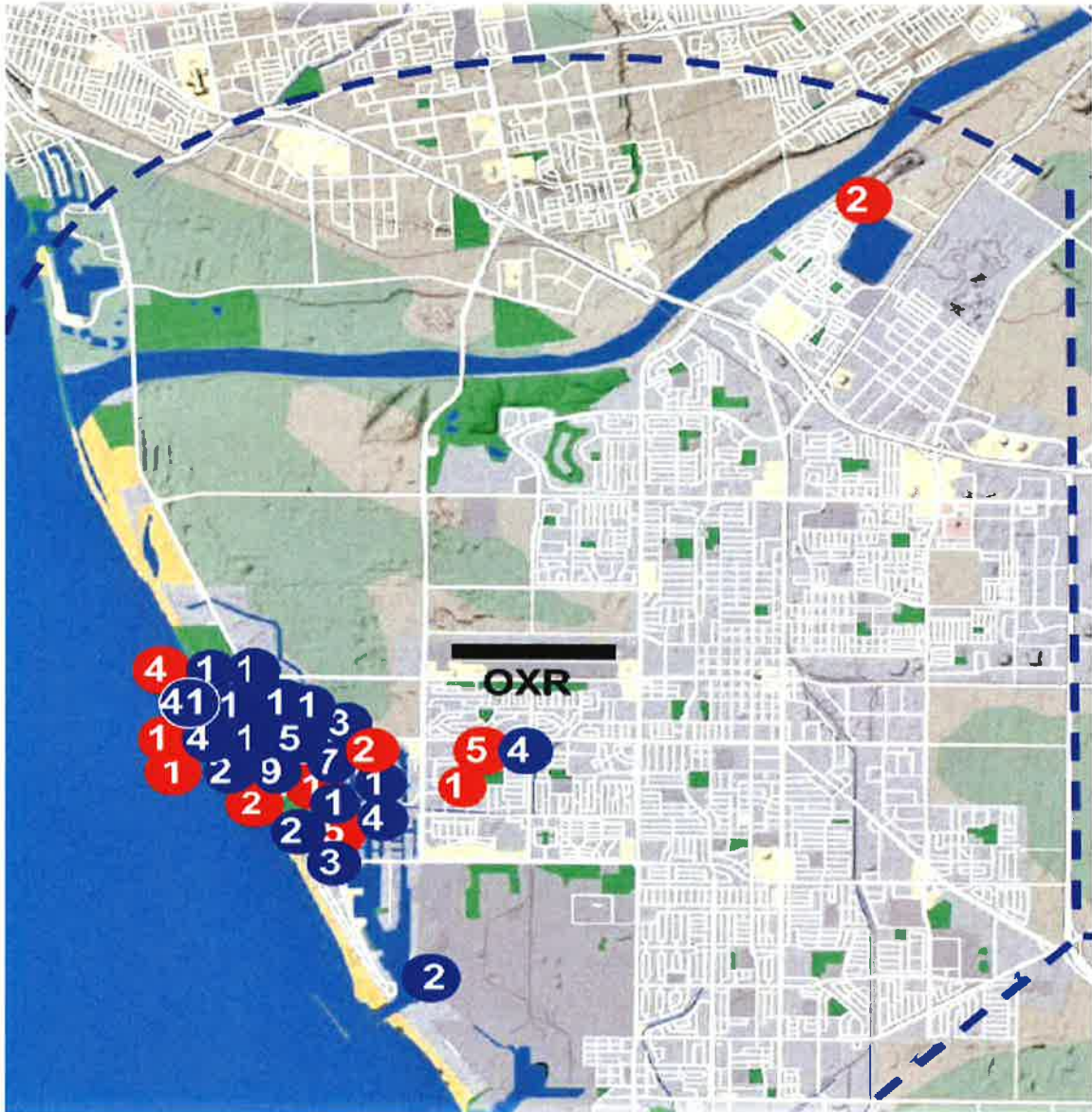
5am - 12pm  
 12pm - 9pm  
 9pm - 5am

Not collected
Not collected
Not collected

### Staff Investigation/Follow Up

Deviations from VNAP  
 Contacts Made (Calls/Emails)

116
TBD



# DRAFT FOR REVIEW - October 2022

## Camarillo Airport Noise Report

Year: 2022  
 Month: July

**Complaints by Location**

East Neighborhoods	
North Neighborhoods	
Other/Unspecified	
<b>Total</b>	

Callers	Complaints
4	5
0	0
0	0
<b>4</b>	<b>5</b>

**Complaints by Type of Operation**

Takeoff/Departure	
Landing/Arrival	
Traffic Pattern	
Unspecified	

0
5
0
0

**Complaints by Type Aircraft**

Single Engine Piston	
Multi Engine Piston	
Turboprop	
Turbo Jet	
Other/Unspecified	

0
0
0
5
0

**Complaints by Time of Day**

5am - 12pm	
12pm - 12am	
12am - 5am	

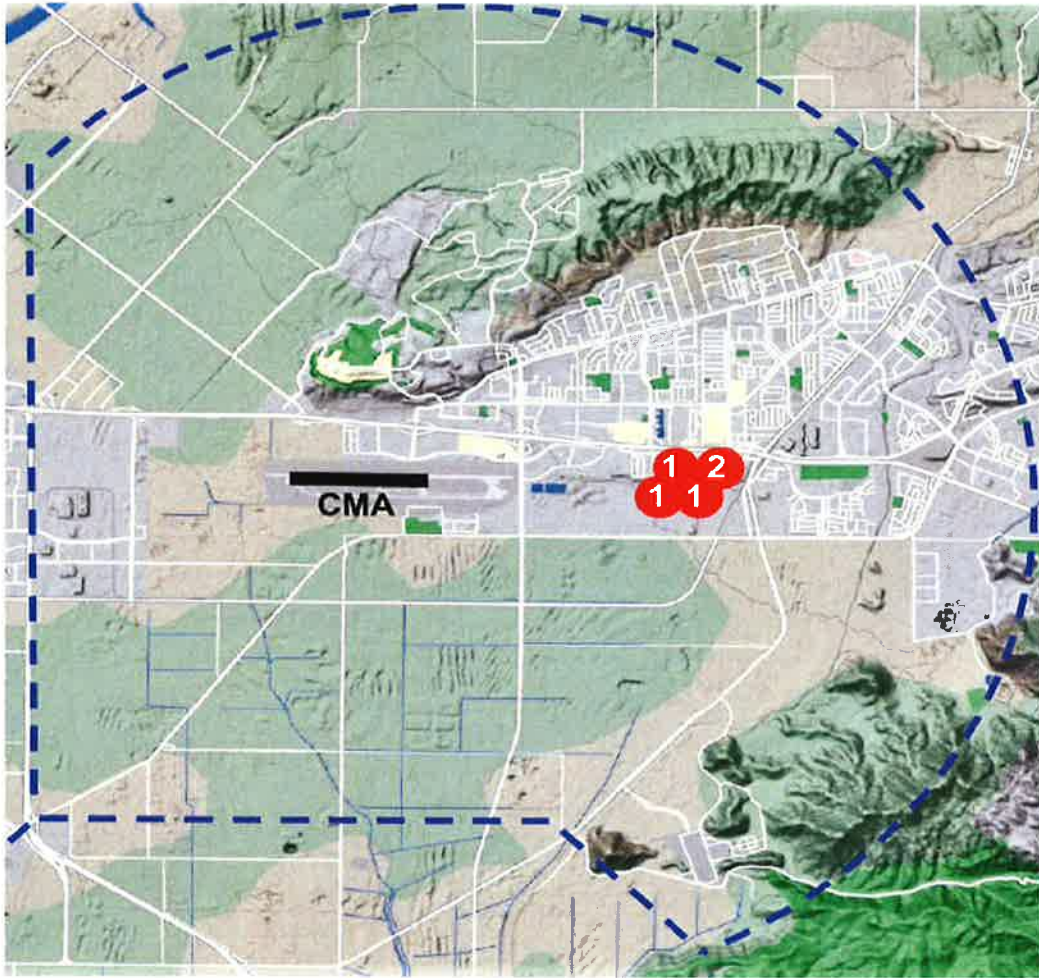
Not collected
Not collected
Not collected

**Staff Investigation/Follow Up**

Deviations from VNAP	
Contacts Made (Calls/Emails/Letters)	

5
TBD

# DRAFT FOR REVIEW - October 2022







# COUNTY of VENTURA

## Department of Airports

### MONTHLY ACTIVITY REPORT

Month ending August 31, 2022

#### Hangars and Tie-downs:

Camarillo				Oxnard					
		Inventory	Occupied	Available			Inventory	Occupied	Available
<b>Hangars</b>				<b>Hangars</b>					
Private	170	170	0	Private	79	79	0		
County	160	160	0	County	66	65	1		
Out of Service	16	0	0	Out of Service	6	0	0		
<b>Total</b>	<b>346</b>	<b>330</b>	<b>0</b>	<b>Total</b>	<b>151</b>	<b>144</b>	<b>1</b>		
<b>Tie-downs</b>				<b>Tie-downs</b>					
County	96	56	40	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				
<b>Total</b>	<b>191</b>	<b>104</b>	<b>52</b>	<b>Total</b>	<b>41</b>	<b>18</b>	<b>23</b>		

#### Airport Operations:

#### Aircraft Incidents:

	Camarillo	Oxnard		Camarillo	Oxnard
Current year for the month	17,043	7,478	Current Month	2	0
Last year for the month	16,303	1,338	Current year to date	28	6
% Change	5%	459%			
Current year to date	128,471	60,495			
Last year to date	116,025	54,457			
% Change	11%	11%			

#### Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	4	2
Cards issued to transient overnight aircraft	10	2
Noise/nuisance complaints	4	316
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



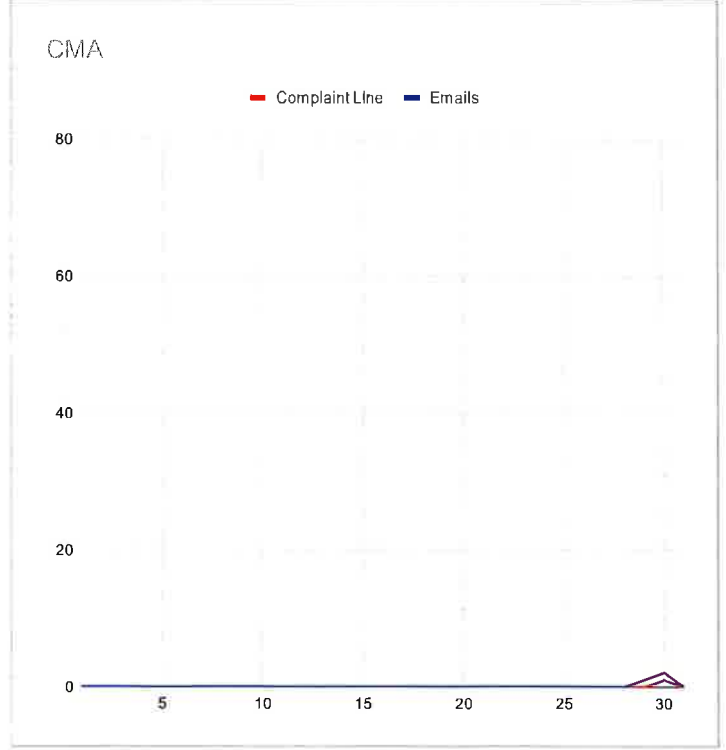
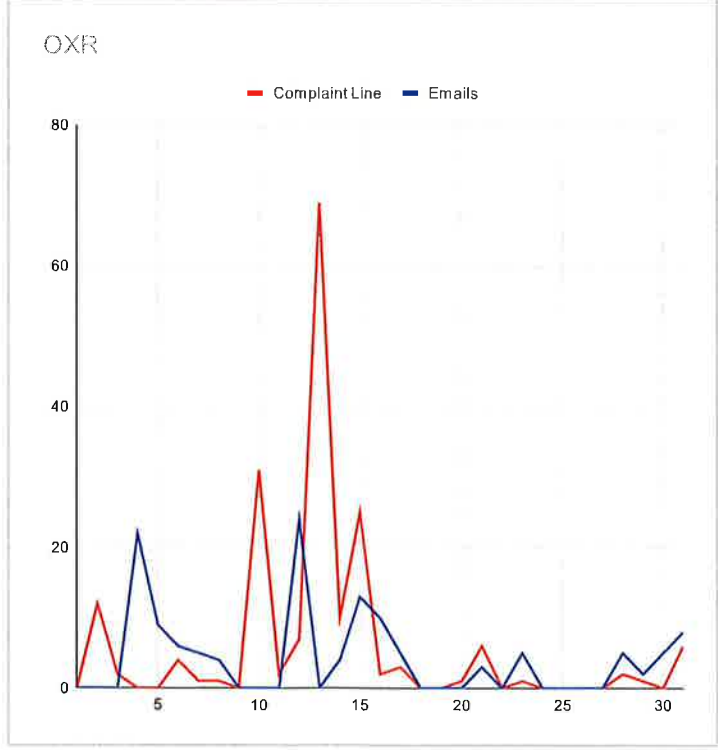
**Ventura County Noise Complaints - August 2022**

**OXR**

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
316	186	130	0	312

**CMA**

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
4	1	3	0	1



\*\* Voluntary Noise Abatement Procedures



**AUGUST 2022**

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

Note: Per direction from airport staff, the Consultant was advised to pause the Master Plan study as of May 25, 2021. Certain study 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 has been completed and coordinated with the FAA's Airport Data and Information Portal (ADIP)
- The preparation of biological and cultural resource evaluations continues.
- Airport staff and the Consultant have been coordinating internally regarding the proposed initiation of the study process.

### **Upcoming Action Items:**

- The Consultant will be working to get started on the ALP Update/Narrative Report in the coming weeks pending direction from airport staff.

**Project Percent Complete:** Pending project NTP.

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

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

- A Subconsultant submitted the draft Drainage Study to airport staff for internal review on June 10, 2022.

### **Upcoming Action Items:**

- Follow-up with the Subconsultant regarding the draft Drainage Study.

**Project Percent Complete:** The project is 68.7 percent complete through August 2022.

## **CAMARILLO AIRPORT – PART 150 NOISE COMPATIBILITY STUDY**

### **Status Update:**

- The Consultant has coordinated with airport staff on an approved proposal (scope and fee) for the preparation of the Part 150 Noise Compatibility Study.
- The Department of Airports has received an FAA grant and CALTRANS matching grant for the study.

### **Upcoming Action Items:**

- Execution of the contract and a Notice-to-Proceed.

**Project Percent Complete:** 0%, pending Notice-to-Proceed.

## **OXNARD AIRPORT – PART 150 NOISE COMPATIBILITY STUDY**

### **Status Update:**

- The Consultant has coordinated with airport staff on an approved proposal (scope and fee) for the preparation of the Part 150 Noise Compatibility Study.
- The Department of Airports has received an FAA grant and CALTRANS matching grant for the study.

### **Upcoming Action Items:**

- Execution of the contract and a Notice-to-Proceed.

**Project Percent Complete:** 0%, pending Notice-to-Proceed.

## **ANNUAL CONSULTING SERVICES CONTRACT (AEA No. 23-01)**

### **Status Update:**

- The Consultant provided another round of revisions for the CMA and OXR pilot guides to airport staff.
- Ultimately provided 1,500 8.5"x11" copies of the pilot guides (early September).
- Ultimately provided 50 11"x17" copies of the pilot guides (early September).
- Provided four (4) display boards mounted on foam core (early September).
- Provided a second round of minor revisions to both pilot guides.
- Provided electronic copies of the pilot guides to airport staff for posting on website.

### **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:** 0.6% of the not-to-exceed amount of \$200,000 has been completed through August 2022.

September 13, 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 – August 2022

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of August 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 August, the County and Jviation discussed this project during coordination meetings on August 11 and 25, 2022.
- On August 16, 2022, Jviation submitted the proposed engineering fee to the County for review.
- **Upcoming:**
  - 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 August, the County and Jviation discussed this project during coordination meetings on August 11 and 25, 2022.
- On August 26, 2022, Jviation provided presentation slides to the County so this project can be discussed during the Airport Commission and Authority meetings in September 2022.
- On August 29, 2022, the County provided comments to Jviation on the presentation slides which were updated and provided back to the County on September 1, 2022.
- **Upcoming:**
  - County executes the contract with Jviation for this project.

**Airport Pavement Management System (APMS) Update**

- Throughout the month of August, the County and Jviation discussed this project during coordination meetings on August 11 and 25, 2022.
- **Upcoming:**
  - Jviation will provide the County with exhibits showing the airside and landside pavement areas to be included in the APMS update.
  - 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 change in the status of this task from August 2022.
- **Upcoming:**
  - Jviation will wait for direction from the County on any future tasks.

**On-Call Services: Annual Consulting Services Contract**

- On August 9, 2022, the County provided Jviation with the executed copy of the annual consulting services contract.
- **Upcoming:**
  - All tasks have been completed for this project so it will be removed from the status update.

**On-Call Services: Taxiway A Pavement Repairs**

- There is no change in the status of this task from August 2022.
- **Upcoming:**
  - All tasks have been completed for this project so it will be removed from the status update.

**On-Call Services: Miscellaneous**

- On August 11 and 16, 2022, the County and Jviation coordinated on potential funding sources that the County could apply for to complete improvements to existing airfield ramp lighting.
- **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, Mrs. Marisa Fluhr, Ms. Amanda Gross – Jviation,  
a Woolpert Company  
File

August 30, 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 – June, July, and August 2022

Dear Mrs. Powers,

Below is a summary of the tasks completed during the months of June, July, and August 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 June, the County and Jviation discussed this project during coordination meetings on June 15 and 23, 2022.
- Throughout the month of June, Jviation and the County coordinated with the Prime Contractor, Sully-Miller, on construction closeout items and scheduling on-site punch list work items.
- On June 1, 2022, Jviation, the County, and Sully-Miller coordinated on an inspection to be completed by the Regional Water Quality Control Board for the Notice of Termination of the SWPPP.
- On June 6, 2022, Jviation, the County, and Regional Water Quality Control Board completed the inspection for the Notice of Termination of the SWPPP and no concerns were raised from the inspection.
- On June 13, 2022, Jviation informed Sully-Miller that the runway circuit is getting an “over voltage” error message which is believed to be caused by an open circuit. Jviation requested that Sully-Miller schedule an inspection of the runway circuit. Jviation also reminded Sully-Miller of the outstanding punch list items that still need to be completed before the final contractor pay application can be processed and retainage can be released.
- On June 22, 2022, Jviation and the County coordinated on an error message on the runway circuit.
- On June 28, 2022, Jviation was on-site with airport operations and Royal Electric to investigate the error message on the runway circuit. It was determined the SCR in the electrical vault needs to be replaced and the County is coordinating the replacement.
- Throughout the month of July, the County and Jviation discussed this project during coordination meetings on July 14, 21 and 28, 2022.
- Throughout the month of July, Jviation and the County coordinated with the Prime Contractor, Sully-Miller, on construction closeout items.
- On July 21, 2022, Sully-Miller was on-site compacting the asphalt millings in the contractor staging area and the northwest corner of the airport.
- On July 25, 2022, Jviation contacted the FAA LA ADO regarding their review of the final quality assurance (QA) testing summary.
- On July 27, 2022, Sully-Miller was on-site completing the survey of the west runway end monument.

- Throughout the month of August, the County and Jviation discussed this project during coordination meetings on August 11 and 25, 2022.
- Throughout the month of August, Jviation and the County coordinated with the Prime Contractor, Sully-Miller, on construction closeout items.
- On August 8, 2022, the County informed Jviation that the SWPPP termination for the project permit was completed.
- On August 10, 2022, Jviation provided the County with Contractor Pay Application No. 6 for review. The County approved this pay application to be sent out for signature on August 18, 2022.
- On August 18, 2022, Jviation sent out Contractor Pay Application No. 6 for signature.
- On August 16, 2022, Jviation provided the County with the change orders for final adjustment of quantities (FAQ) and Contractor Pay Application No. 7 (final) for review.
- **Upcoming:**
  - Jviation will continue project coordination with the County, FAA, and Sully-Miller.
  - Jviation will coordinate with Sully-Miller to complete the runway end monument survey verification.
  - Contractor Pay Application No. 6 signed by all parties.

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

- Throughout the month of June, the County and Jviation discussed this project during coordination meetings on June 15 and 23, 2022.
- On June 10, 2022, the County requested Jviation prepare a revised Federal grant application which will use the Base Bid project costs. Jviation revised the Federal grant application and provided an updated version to the County on June 13, 2022.
- Throughout the month of July, the County and Jviation discussed this project during coordination meetings on July 14, 21 and 28, 2022.
- On July 6, 2022, the County requested Jviation prepare a revised Federal grant application which will use the Base Bid and Alternate project costs. Jviation revised the Federal grant application and provided an updated version to the County on July 7, 2022.
- On July 27, 2022, the County, Jviation, and Granite Construction had a meeting to discuss this project.
- On July 27, 2022, the County and Jviation coordinated on a construction information flyer that the County can use for tenants and pilots.
- On July 28, 2022, Jviation submitted the scope of work for construction management services to the County for review.
- Throughout the month of August, the County and Jviation discussed this project during coordination meetings on August 11 and 25, 2022.
- Throughout the month of August, Jviation coordinated with Granite on material submittals and proposed construction schedule.
- On August 2, 2022, Jviation and Granite completed a site visit in preparation for the upcoming project.
- On August 11, 2022, the County, Jviation, and Granite Construction had a meeting to discuss this project.
- On August 23, 2022, the County requested Jviation assist with the preparation of the CALTRANS grant application for matching Federal funds. Jviation provided the County with a draft CALTRANS grant application to review on August 26, 2022 and the County updated it.
- On August 23 and 24, 2022, Jviation and the County coordinated on the construction information flyer.



- On August 23 and 24, 2022, the County and Jviation coordinated with the FAA on the power line relocation part of the project and scheduling a site visit for the FAA.
- **Upcoming:**
  - Jviation will continue project coordination with the County.
  - On August 31, 2022, airport operations, Jviation, and the FAA will complete a site visit to review the power line relocation.
  - County receives the Federal grant offer for this project.
  - County issues the Notice of Award to Granite Construction.

#### **Airport Pavement Management System (APMS) Update**

- Throughout the months of June and July, the County and Jviation discussed this project during coordination meetings on June 15 and 23 and July 14, 21, and 28, 2022. This project was also discussed during coordination meetings on August 11 and 25, 2022.
- **Upcoming:**
  - 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 (FCT) Improvements**

- On June 8, 2022, Airport Operations, Jviation, and a Jviation subconsultant completed a tour of the existing Air Traffic Control Tower (ATCT). The tour was performed to gather information for the facility assessment of the existing ATCT.
- On August 10, 2022, Jviation submitted the scope of work for a facility assessment of the existing ATCT to the County for review.
- **Upcoming:**
  - Coordinate with the County on this project.
  - County to review the scope of work for a facility assessment of the existing ATCT.

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

- There is no change in the status of this task from June and July 2022.
- On August 25, 2022, the Sponsor and Jviation discussed the ACIP updates that are anticipated to occur in October/November 2022.
- **Upcoming:**
  - Jviation will wait for direction from the County on any future tasks.

#### **On-Call Services: Annual Consulting Services Contract**

- On July 25 and 28, 2022, the County and Jviation coordinated on the annual consulting services contract which will run from July 1, 2022, to June 30, 2023.
- On August 9, 2022, the County provided Jviation with the executed copy of the annual consulting services contract.

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



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) Final warranty work being negotiated.
2206900-221833.01 AEA 23-03 AIP - N/A	CMA & OXR	<b>DESIGN SERVICES ON-CALL SERVICES (2022-2023)</b> On-call services at the request of the County. Period is effective through June 30, 2023.	a) Contract executed. b) Mead & Hunt performing a beacon siting study analysis. c) Mead & Hunt updating the 3-year DBE goal and 2022 final report. d) Mead & Hunt assisting the Wings Over Camarillo team with graphics.	3%	a) Mead & Hunt submittal of items "b-d".
2206900-22958.01 CT 5020FY2300000000022 AIP - N/A	CMA & OXR	<b>DESIGN SERVICES GENERAL SERVICES AGENCY PURCHASE ORDER (2022-2023)</b> On-call services at the request of the County. Period is effective through June 30, 2023.	a) Contract executed by Mead & Hunt, fully executed contract from the County pending. b) Mead & Hunt performing an analysis of the northeast access road alignment with respect to future development.	1%	a) Mead & Hunt submittal of item "a".

# **AIRPORT TENANT PROJECT STATUS September 23, 2022**

## **CAMARILLO**

- Airport Properties Limited (APL) Row I final project approval underway. FAA required NEPA review underway.
- CloudNine Development project construction in progress. Construction estimated for completion within the first or second quarter of 2023.

## **OXNARD**

- 5 and 7 acre RFP parcel developments in discussion, preliminary concept phase.

## **OTHER**

- None

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

**September 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>1,16,505</u>		<u>Jviation</u>	TBD	TBD	TBD	TBD	TBD	Jviation contract in place for design and bid process. Design underway with planned tenant coordination before 2023. Bid and construction set for early 2023. Construction management proposal TBD after design identifies construction phasing/schedule.
5	CMA Beacon Siting Study	<u>8,500</u>		<u>Mead &amp; Hunt</u>	N/A	On-call	N/A	N/A	95	Beacon siting study initiated due to developer purchase of CMA Water Tower and adjacent property.
3	OXR PFAS Supplemental Plan/Sampling & Monitoring	<u>\$6,500</u> 137,000	\$226,018	<u>Ninyo &amp; Moore</u>	N/A	1/19/21	N/A	3/29/21	<u>100</u> 75	The CA State Water Board requires Part 139 Airports that have discharged firefighting foam to develop a work plan and perform testing. Airport working with the State Water Board to satisfy workplan and sampling/monitoring goals. Results/report for the most recent round of investigation submitted to the State.

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**

**September 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>	N/A	<u>1/24/19</u>	N/A	TBD	95	Draft forecasts for geometry study to be refreshed with the Airport Layout Plan Update process. Draft drainage study for RWY reconstruction (2025) being finalized.
5	TWY H Pavement Rehabilitation (Seal Coat)	\$ <u>273,576</u> \$ <u>213,351</u>		<u>Mead &amp; Hunt, Maxwell Asphalt</u>	6/25/19	<u>8/15/19</u>	<u>4/20/20</u>	<u>TBD</u>	<u>100</u> 99	Closeout paperwork underway.
5	CMA Airport Layout Plan Update	\$ <u>391,621</u>		<u>Coffman Associates</u>	N/A	<u>9/24/20</u>	<u>9/30/20</u>	<u>TBD</u>	42	The Airport received FAA approval to transition the Master Plan to an Airport Layout Plan (ALP) Update to allow for community concerns, like noise, to be addressed, with a master plan update to be revisited in a future year, should it be warranted. Schedule under consideration.
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> 95	Final project closeout underway.
3	OXR TWY Connector Reconstruction	\$ <u>335,960</u> 7,706,536		<u>Jviation Granite Construction</u>	4/26/22	<u>12/17/21</u> TBD	1/9/23	4/28/23	100	FAA issued a grant which will fund Reconstruction of Connector TWYs A-E (base bid + bid atl. 1) The estimated construction

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		
										start has been updated to January 2023, to allow for later grant execution, avoidance of FAA moratorium dates and some long lead material items.

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

**County of Ventura**  
 Department of Airports  
 Fund: E300  
 Statement of Net Assets  
 As of June 30, 2022  
 (Unaudited)

**ASSETS**

Cash	\$ 15,075,900
Cash - petty cash/change fund	500
Receivables:	
Accounts receivable net of allowance for Uncollectable accounts of \$20,000	434,600
Interest receivable	4,300
Current lease receivable - GASB 87	1,397,200
Grants receivable	21,100
Long term lease receivable - GASB 87	31,812,700
Capital assets:	
Easements	848,800
Land	9,362,500
Land improvements	48,676,400
Building & Improvements	18,399,500
Equipment	1,268,300
Vehicle	989,700
Construction in Progress	26,631,400
Accumulated depreciation	(50,246,100)
Deferred outflows related to pensions	869,000
<b>Total assets</b>	<b><u><u>\$ 105,565,900</u></u></b>

**LIABILITIES**

Accounts payable	\$ 60,300
Accrued liabilities	62,900
Short-term compensated absences	131,900
Due to other funds - GSA, ITS, PWA	64,000
Unearned revenue (prepayments)	148,000
Security deposit	787,300
Unreserved overpayments	178,100
Long-term compensated balances	80,000
Net pension liability	1,946,900
Deferred inflows lease receivables - GASB 87	33,209,900
Deferred inflows related to pensions	48,900
<b>Total liabilities</b>	<b><u><u>\$ 36,761,100</u></u></b>

**NET ASSETS**

Invested in capital assets net of related debt	\$ 55,930,500
Unrestricted Net Assets	<u>12,874,300</u>
<b>Total net assets</b>	<b><u>68,804,800</u></b>
<b>Total liabilities and net assets</b>	<b><u><u>\$ 105,565,900</u></u></b>



**County of Ventura**  
 Department of Airports  
 Fund: E300  
 Statement of Cash Flows  
 July 1, 2021 thru June 30, 2022  
 (Unaudited)

**Operating Activities:**

Permits	\$ 32,515
Fines and penalties	15,442
Rents and concessions	2,678,943
Percentage lease rent	316,087
Tiedown rents	127,934
Hangar rents	1,136,136
Land rent - hangars	489,313
Transient tiedown rents	2,674
Landing fees	145,520
Parking fees	5,945
Gas & oil fuel flow percentage	344,800
% rent-all other gross rec	2,433,917
Insurance claims	5,831
Hazmat collections	25,000
Miscellaneous	153,393
Salaries & Benefits	(3,181,136)
Service & Supplies	(1,901,177)
Interest Received	40,942
Interest Paid	-
Prepay/Security Deposit	(106,864)
CUE tax assessment	<u>(3,526)</u>

**Cash Provided by Operating Activities** \$ 2,761,688

**Investing Activities:**

State and federal grant receipts	9,716,041
Fixed asset sales/(purchases)	(13,500)
Capital Expenditures	<u>(12,950,483)</u>

**Cash Used in Investing Activities** (3,247,942)

**Financing Activities:**

Transfers out to other funds **	(46,260)
Principal Payment on Short & Long Term Debt	<u>\$ -</u>

**Cash Provided by Financing Activities** (46,260)

**Increase (Decrease) in Cash & Equivalents** \$ (532,514)

**Cash & Equivalents-Beginning of Year** \$ 15,608,399

**Cash & Equivalents-End of Period** \$ 15,075,885

**County of Ventura**  
**Airport Enterprise-Camarillo Oxnard**  
**Statement of Revenues and Expenses**  
**July 1, 2021 thru June 30, 2022**  
**(Rounded to the nearest hundred)**  
**(Unaudited)**

	Camarillo	Oxnard	Total
<b>Revenues:</b>			
Permits	\$ 27,600	\$ 4,700	\$ 32,300
Fines and penalties	9,700	6,800	16,500
Rents and concessions	2,472,300	295,300	2,767,600
Percentage lease rent	141,000	154,800	295,800
Tiedown rents	123,700	6,200	129,900
Hangar rents	901,300	250,000	1,151,300
Land rent - hangars	410,900	83,200	494,100
Transient tiedown rents	2,600	100	2,700
Landing fees	105,800	19,000	124,800
Parking fees	-	5,900	5,900
Gas & oil fuel flow percentage	298,800	42,800	341,600
% rent-all other gross rec	1,965,700	444,500	2,410,200
Miscellaneous	146,700	6,800	153,500
Total operating revenues	<u>\$ 6,606,100</u>	<u>\$ 1,320,100</u>	<u>\$ 7,926,200</u>

**Expenditures:**

Current:

Salaries and wages	\$ 1,451,800	\$ 360,400	\$ 1,812,200
Benefits	941,100	335,700	1,276,800
Admin salaries allocated to Oxnard Airport	(259,300)	260,200	900
Agricultural	11,700	5,500	17,200
Uniforms and clothing	6,500	4,900	11,400
Communications	66,700	11,400	78,100
Household expense	13,400	54,300	67,700
Insurance	37,700	20,300	58,000
Indirect county costs	49,700	21,800	71,500
Maintenance-equipment	43,900	12,500	56,400
Maintenance-building and improvements	211,500	41,100	252,600
Memberships and dues	7,000	900	7,900
Miscellaneous expense	31,100	29,000	60,100
Office expense	40,200	3,700	43,900
Professional and specialized services	380,100	90,400	470,500
Rents and leases - equipment	46,500	1,800	48,300
Small tools and equipment	5,300	-	5,300
Transportation charges	107,600	111,200	218,800
Conference and seminars	8,600	1,900	10,500
Utilities	244,600	116,400	361,000
Education, books and training	17,300	1,800	19,100
Taxes and licenses	3,500	-	3,500
Bad debts	-	-	-

**County of Ventura**  
**Airport Enterprise-Camarillo Oxnard**  
**Statement of Revenues and Expenses**  
**July 1, 2021 thru June 30, 2022**  
**(Rounded to the nearest hundred)**  
**(Unaudited)**

	<b>Camarillo</b>	<b>Oxnard</b>	<b>Total</b>
Depreciation	931,500	890,100	1,821,600
Total operating expenditures	<u>\$ 4,398,000</u>	<u>\$ 2,375,300</u>	<u>\$ 6,773,300</u>
Operating income (loss)	<u>\$ 2,208,100</u>	<u>\$ (1,055,200)</u>	<u>\$ 1,152,900</u>
<b>Non-operating revenues (expenses):</b>			
State and federal grants	\$ -	\$ -	\$ -
CARES COVID-19 Grants	-	-	-
Contribution to Outside Agency	-	-	-
Gain/Loss Disposal Fixed Asset	-	-	-
Interest income	52,900	-	52,900
Insurance proceeds	3,900	2,000	5,900
Hazmat collections	25,000	-	25,000
Other Loan Interest Payment	-	-	-
Total non-operating revenues (expenses)	<u>81,800</u>	<u>2,000</u>	<u>83,800</u>
Income (loss) before transfers	2,289,900	(1,053,200)	1,236,700
Other financing sources (uses):			
Transfers in	-	-	-
Transfers Out	-	-	-
<b>Operating Gain/(Loss)</b>	<u><b>\$ 2,289,900</b></u>	<u><b>\$ (1,053,200)</b></u>	<u><b>\$ 1,236,700</b></u>
<b>Operating Gain/(Loss) before Depreciation</b>	<u><b>\$ 3,221,400</b></u>	<u><b>\$ (163,100)</b></u>	<u><b>\$ 3,058,300</b></u>

**County of Ventura**  
**Airport Enterprise-Camarillo**  
**Budget to Actual**  
**July 1, 2021 thru June 30, 2022**  
**(Rounded to the nearest hundred)**  
**(Unaudited)**

	Adopted Budget as of Jun 2022	Adjusted Budget as of Jun 2022	YTD Actuals & Accruals thru Jun 2022	% Variance
<b>Revenues:</b>				
Permits	\$ 73,611	\$ 73,611	\$ 27,600	37%
Fines and penalties	7,332	7,332	9,700	132%
Rents and concessions	2,667,395	2,667,395	2,472,300	93%
Percentage lease rent	113,659	113,659	141,000	124%
Tiedown rents	160,680	160,680	123,700	77%
Hangar rents	587,841	587,841	901,300	153%
Land rent - hangars	414,864	414,864	410,900	99%
Transient tiedown rents	4,464	4,464	2,600	58%
Landing fees	84,148	84,148	105,800	126%
Parking fees	-	-	-	0%
Gas & oil fuel flow percentage	230,414	230,414	298,800	130%
% rent-all other gross rec	2,010,609	2,010,609	1,965,700	98%
Miscellaneous	16,958	16,958	146,700	865%
Total operating revenues	<u>\$ 6,371,975</u>	<u>\$ 6,371,975</u>	<u>\$ 6,606,100</u>	<u>104%</u>
<b>Expenditures:</b>				
Current:				
Salaries and wages	\$ 1,816,536	\$ 1,816,536	\$ 1,451,800	80%
Benefits	1,239,600	1,239,600	941,100	76%
Admin Salary allocated to Oxnard Airport	(342,460)	(342,460)	(259,300)	76%
Agricultural	36,380	36,380	11,700	32%
Uniforms and clothing	15,040	15,040	6,500	43%
Communications	46,471	46,471	66,700	144%
Household expense	30,220	30,220	13,400	44%
Insurance	48,632	48,632	37,700	78%
Indirect county costs	49,736	49,736	49,700	0%
Maintenance-equipment	86,000	86,000	43,900	51%
Maintenance-building and improvements	481,410	217,886	211,500	97%
Medical	380	380	-	0%
Memberships and dues	8,999	8,999	7,000	78%
Miscellaneous	28,383	32,645	31,100	95%
Office expense	46,968	46,968	40,200	86%
Professional and specialized services	717,392	950,086	380,100	40%
Rents and leases - equipment	30,800	38,460	46,500	121%
Small tools and equipment	26,077	26,077	5,300	20%
Transportation charges	100,727	100,727	107,600	107%
Conference and seminars	54,650	54,650	8,600	16%
Utilities	226,700	226,700	244,600	108%
Education, books and training	17,310	17,310	17,300	100%
Taxes and licenses	6,355	6,355	3,500	55%
Bad debts	20,000	20,000	-	0%
Depreciation	928,772	928,772	931,500	100%
Total operating expenditures	<u>\$ 5,721,078</u>	<u>\$ 5,702,170</u>	<u>\$ 4,398,000</u>	<u>77%</u>
Operating income (loss)	<u>\$ 650,897</u>	<u>\$ 669,805</u>	<u>\$ 2,208,100</u>	<u>330%</u>

**County of Ventura**  
 Airport Enterprise-Camarillo  
 Budget to Actual  
 July 1, 2021 thru June 30, 2022  
 (Rounded to the nearest hundred)  
 (Unaudited)

	Adopted Budget as of Jun 2022	Adjusted Budget as of Jun 2022	YTD Actuals & Accruals thru Jun 2022	% Variance
<b>Non-operating revenues (expenses):</b>				
State and federal grants	\$ -	\$ -	\$ -	
Contribution to Outside Agency	(5,000)	(5,000)	-	
Gain/Loss Disposal Fixed Asset	-	-	-	
Interest income	123,945	123,945	52,900	43%
Interest expense	-	-	3,900	
Hazmat collections	-	-	25,000	
Other loan payments	-	-	-	
<b>Total non-operating revenues (expenses)</b>	<b>118,945</b>	<b>118,945</b>	<b>81,800</b>	<b>69%</b>
Income (loss) before transfers	769,842	788,750	2,289,900	290%
<b>Other financing sources (uses):</b>				
Transfers in	-	-	-	-
Transfers Out	-	-	(46,260)	-
<b>Operating Gain/(Loss)</b>	<b>\$ 769,842</b>	<b>\$ 788,750</b>	<b>\$ 2,243,640</b>	<b>284%</b>
<b>Operating Gain/(Loss) before Depreciation</b>	<b>\$ 1,698,614</b>	<b>\$ 1,717,522</b>	<b>\$ 3,175,140</b>	<b>185%</b>

**County of Ventura**  
 Airport Enterprise-Oxnard  
 Budget to Actual  
 July 1, 2021 thru June 30, 2022  
 (Rounded to the nearest hundred)  
 (Unaudited)

	Adopted Budget as of Jun 2022	Adjusted Budget as of Jun 2022	YTD Actuals & Accruals thru Jun 2022	% Variance
<b>Revenues:</b>				
Permits	\$ 2,988	\$ 2,988	\$ 4,700	157%
Fines and penalties	5,088	5,088	6,800	134%
Rents and concessions	289,927	289,927	295,300	102%
Percentage lease rent	62,342	62,342	154,800	248%
Tiedown rents	2,954	2,954	6,200	210%
Hangar rents	242,694	242,694	250,000	103%
Land rent - hangars	82,260	82,260	83,200	101%
Transient tiedown rents	242	242	100	41%
Landing fees	17,033	17,033	19,000	112%
Parking fees	16,308	16,308	5,900	36%
Gas & oil fuel flow percentage	43,640	43,640	42,800	98%
% rent-all other gross rec	394,379	394,379	444,500	113%
Miscellaneous	2,880	2,880	6,800	236%
Total operating revenues	<u>\$ 1,162,735</u>	<u>\$ 1,162,735</u>	<u>\$ 1,320,100</u>	<u>114%</u>
<b>Expenditures:</b>				
Current:				
Salaries and wages	\$ 458,770	\$ 458,770	\$ 360,400	79%
Benefits	379,257	379,257	335,700	89%
Admin salaries allocated from Camarillo Airport	332,460	332,460	260,200	78%
Agricultural	3,080	3,080	5,500	179%
Uniforms and clothing	15,691	15,691	4,900	31%
Communications	10,385	10,385	11,400	110%
Household expense	46,452	46,452	54,300	117%
Insurance	9,393	9,393	20,300	216%
Indirect county costs	21,778	21,778	21,800	0%
Maintenance-equipment	63,400	63,400	12,500	20%
Maintenance-building and improvements	110,952	113,821	41,100	36%
Medical	650	650	-	0%
Memberships and dues	1,995	1,995	900	45%
Miscellaneous expense	26,492	47,587	29,000	61%
Office expense	7,012	7,012	3,700	53%
Professional and specialized services	125,025	135,742	90,400	67%
Rents and leases - equipment	7,200	7,200	1,800	25%
Small tools and equipment	5,068	5,068	-	0%
Transportation charges	46,607	46,607	111,200	239%
Conference and seminars	31,650	31,650	1,900	6%
Utilities	130,203	130,203	116,400	89%
Education, books and training	1,300	1,300	1,800	0%
Bad debts	15,000	15,000	-	0%
Depreciation	882,510	882,510	890,100	101%
Total operating expenditures	<u>\$ 2,732,330</u>	<u>\$ 2,767,011</u>	<u>\$ 2,375,300</u>	<u>86%</u>
Operating income (loss)	<u>\$ (1,569,595)</u>	<u>\$ (1,604,276)</u>	<u>\$ (1,055,200)</u>	<u>66%</u>

**County of Ventura**  
 Airport Enterprise-Oxnard  
 Budget to Actual  
 July 1, 2021 thru June 30, 2022  
 (Rounded to the nearest hundred)  
 (Unaudited)

	Adopted Budget as of Jun 2022	Adjusted Budget as of Jun 2022	YTD Actuals & Accruals thru Jun 2022	%
				Variance
<b>Non-operating revenues (expenses):</b>				
State and federal grants	\$ -	\$ -	\$ -	
Contribution to Outside Agency	-	-	-	
Gain/Loss Disposal Fixed Asset	-	-	-	
Insurance Proceeds	-	-	1,957	
Other Loan Interest Payment	-	-	-	
Total non-operating revenues (expenses)	-	-	1,957	
Income (loss) before transfers	(1,569,595)	(1,604,276)	(1,053,243)	66%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
<b>Operating Gain/(Loss)</b>	<b>\$ (1,569,595)</b>	<b>\$ (1,604,276)</b>	<b>\$ (1,053,243)</b>	<b>66%</b>
<b>Operating Gain/(Loss) before Depreciation</b>	<b>\$ (687,085)</b>	<b>\$ (721,766)</b>	<b>\$ (163,143)</b>	<b>-23%</b>

# 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
<b>July 11 (DUE TO HOLIDAY)</b>	July 14
<b>August 1 (CANCELED)</b>	<b>August 11 (CANCELED)</b>
<b>September 12 (DUE TO HOLIDAY)</b>	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 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.



# CAMARILLO Acorn

## High Flying Airshow Fun

*September 03, 2022*



**JET SET**— Above, Sonoma Bannatyne, 5, of Fillmore climbs into in the cockpit of a Marines UH-1Y Venom utility helicopter during the 41st annual Wings Over Camarillo Air Show at the Camarillo Airport on Aug. 20. Below, Miguel Medina and his 1-year-old son, Miguel, of Oxnard get an up-close look at a propeller; Members of the California Air National Guard sit on the tail section of a C-130 Hercules; and Kevin Webber and his 7-year- old son, Colton, of Newbury Park gaze out of the opening on a C-46 army transport airplane.



# CAMARILLO Acorn

## RAISE THE ROOF

Airport construction  
reaches halfway mark

*September 03, 2022*

By Makena Huey  
makena@theacorn.com



**TAKING OFF**—The \$40-million private Camarillo airport project started slow but has picked up speed. The development will consist of four 25,000-square-foot hangars that will be individually leased. It is expected to be completed next spring. Courtesy photo

Construction on the CloudNine private airplane hangar project is slow but steady.

The four hangars at the Camarillo Airport were initially slated for completion this summer, but that deadline has been pushed back to next spring.

“We’re probably pushing about the halfway mark, if not a little further,” said Nick Martino, vice president of operations for RKR Inc., the Westlake Village-based developer that proposed the project. “It’s going really well. We’re trying to catch up for lost time.”

The \$40-million development consists of four private 25,000-squarefoot hangars that will be individually leased to corporations or airplane owners. Each hangar will have an additional 5,000 square feet of attached office and shop space.

Construction began on the 7 acres of land at the eastern end of the airport May 2021. Martino said the steel components have been built, and workers are now fabricating the surrounding office space. Plumbing has been installed, with electricity next.

Martino said the pandemic as well as tension among local officials due to the possibility of an airport master plan update were responsible for the construction delays.

“We waited for that to subside,” he said.

In compliance with the 1976 agreement between county and city governments, the hangars will only be used for aircraft no more than 115,000 pounds. The largest plane that would be suitable for the facility is a Bombardier Global 7500, which is under the weight limit, Martino said.

“For a long time, CloudNine was a lightning rod for controversy,” he said, adding that he is grateful the community spoke against allowing commercial airlines and large cargo planes.

Two of the hangars have been leased, and both tenants were already at the airport, he said.

“There’s not going to be a big operational change,” Martino said. “It’s important to know we’re fulfilling our promises.”

Martino said he expects the development to generate about 360 to 600 flights per year on top of the 150,000 annual takeoffs and landings that the airport typically handles.

Because CloudNine will not offer services such as fuel and maintenance, Martino said, other businesses at the airport will benefit from the addition. The luxury facility will also make Camarillo more attractive to corporations that rely on business jets.

“We’re really focused on giving the tenants the flexibility to run their operation their way,” he said.

The project was initially expected to cost \$34 million, but Martino said that number has increased due to inflation.

“We have to pay more to get the stuff that we need and then we also have to make sure it gets here on time,” he said. “We’re not immune.”

RKR secured funding for the hangar development and the acquisition of Channel Islands

Aviation—one of four fixed-based operators on the airfield— with the help of Nicholas Daddis, the CEO and founder of FBO Advisors and Air Capital Group.

The developer closed escrow on Channel Islands Aviation in May for an undisclosed price. Martino said he did not want the 46-year-old company to be purchased by an outsider who did not care about the community and its history.

“For me it’s really, really important that Camarillo stays Camarillo,” the Ventura County native said, adding that Channel Islands Aviation’s contributions cannot be understated. “It allowed RKR to continue to fulfill a promise to support the greater aviation community.”

Though Martino made it clear that CloudNine and Channel Islands Aviation are separate endeavors, he said they will benefit one another.

Unlike CloudNine and the three fixed-based operators that offer specialty aviation services, Channel Islands Aviation is a full-service operator, offering fuel, maintenance and a flight school.

“Channel Islands can actually offer those services a la carte to CloudNine should those users decide they need something outside of CloudNine’s scope,” Martino said. “That’s a nice feature. You get all the benefits of a (fixed-based operator) but none of the obligations.”

## COUNTY

# Roundup: Small plane lands at Ventura's Marina Park, events to close roads, more

## Staff reports

Published 5:18 p.m. PT Sept. 16, 2022 | Updated 1:29 p.m. PT Sept. 17, 2022

*Here's a roundup of recent incidents and announcements from Ventura County and regional agencies:*

## Small plane lands at Marina Park

VENTURA — A small plane landed on a jetty at Ventura's Marina Park late Friday afternoon after having engine problems, officials said.

None of the three people aboard were seriously injured and no one on the ground was hurt, said Ventura Police Department Cmdr. Ed Caliento.

The crash was reported around 4:40 p.m. along the beach south of Greenock Lane in Ventura's Pierpont neighborhood.

The single-engine plane landed on rocks at a jetty at Marina Park Beach, near the entrance to Ventura Harbor, officials said.

About 2 gallons of fuel had leaked from the plane and a minimal amount of oil had also spilled, with none of it reaching the water, according to firefighters' radio traffic.

The three people aboard the craft refused medical treatment at the scene, firefighter reports indicated.

Federal Aviation Administration information indicated the plane was a Cessna 172L Skyhawk registered to a Simi Valley owner.

The 22-foot plane had taken off from Santa Paula Airport for a recreational flight, Ventura Fire Department Battalion Chief Douglas Miser said in a release. The plane seats up to four.

The pilot had flown over Carpinteria and was headed to Ojai when the plane started to have engine problems over Highway 33, near Stanley Avenue, Miser said. After radioing air traffic control, the pilot was told to land at Oxnard Airport and brought the plane toward the coast.

The plane was gradually losing altitude and it was "inevitable" the pilot would need to make an emergency landing, Miser said. The pilot guided the craft near the water line and landed on top of the Greenock jetty.

Along with Ventura City fire and police, Ventura County fire and sheriff's personnel and harbor patrol, state lifeguards, state parks and ambulance crews responded.

Ventra police coordinated salvage efforts and crowd control. The FAA and National Transportation Safety Board will investigate.



**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)

September 20, 2022

████████████████████  
Mr. Jim Magglos  
Waypoint Café

**RE: Conceptual Approval of the Proposed Waypoint Café North Patio Improvements Located at Camarillo Airport; DR 22-08**

Dear Jim:

Thank you for submitting renderings and a plan sheet for the proposed Waypoint Café north patio improvements located at the Camarillo Airport. We appreciate your patience as we reviewed your plan and drawings.

Please accept this letter as conceptual approval to demolish the existing north patio area concrete, replace it with an expanded footprint within the current leasehold, install a new patio cover and make other minor improvements, as submitted in the drawings provided to the Department of Airports (DOA) on September 8, 2022. **This letter provides approval in concept only** and does not guarantee that the improvements may be built as proposed. Further review and approval of plans by the DOA and other permitting agencies, may be necessary before the DOA provides final project approval.

This letter will allow you to submit plans to the County of Ventura, Building and Safety offices and other approving agencies. However, submission of a separate and final project review and approval letter from the DOA will be required prior to the issuance of any permits by them. The DOA has provided a list of comments/conditions below:

**Department of Airports Comments/Conditions:**

1. The DOA is amenable to the proposed Waypoint Café north patio improvements, as long as any permit requirements for the patio cover can be met.
2. The renderings reflect a double gate at the northwest corner of the patio area leading to the airfield. To ensure that the airfield remains secure, this gate shall either be eliminated or fully secured (locked) to prevent unauthorized access to the airfield.
3. Once the project has received final DOA approval, and a permit is issued, a set of drawings approved by the Ventura County Building and Safety Department and any other required permits must be provided to the DOA prior to construction.



Mr. Magglos  
Conceptual Approval for  
Waypoint Café North Patio Improvements  
September 20, 2022  
Page 2

4. A copy of the permits after being signed off must be provided to the DOA.
5. A set of "as built" drawings shall be provided to the DOA upon project completion.
6. During construction the security of the airport must not be compromised. Anyone driving on the airport must attend driver's training given by the Airport Operations Department or be escorted at all times.

If you have any questions or wish to discuss this matter, please email at [erin.powers@ventura.org](mailto:erin.powers@ventura.org).

Sincerely,

*Erin Powers*

Erin Powers  
Projects Administrator

Cc: Keith Freitas, Director of Airports  
Dave Nafie, Deputy Director of Airports  
Madeline Herrle, Lease Manager  
File

**Waypoint Café Patio Improvement Area**

