



AVIATION ADVISORY COMMISSION

MINUTES

May 8, 2024

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Maggie Bird, called the meeting to order at 6:35 p.m. and Vice Chair John Corneau led the pledge of allegiance.

2. ROLL CALL

PRESENT

Maggie Bird
Adriana Van der Graaf
Jerold Abramson
Steve Weiss
Steve Tannehill
John Corneau
Shane Warburton

Excused (E)

Late (L)

Absent (A)

ABSENT

Matthew Johnston (E)
James Flickinger (E)

AIRPORT STAFF

Keith Freitas, Director of Airports
Jamal Ghazaleh, Accounting Manager
Ana Castro, Program Administrator
Denise Arreola, Management Assistant

DEVELOPERS

Charles McLaughlin, Fly 805, LLC.
Peter Lezak, Urban Air Mobility, LLC
(remotely)

3. AGENDA REVIEW

No changes to the agenda.

4. APPROVAL OF MINUTES – March 13, 2024

Action: Commissioner Jerrold Abramson moved to approve the March 13, 2024, minutes and Commissioner Steve Weiss seconded the motion. All members voted and the motion passed 4-0 with three abstentions from Commissioners Van de Graaf, Tannehill, and Vice Chair Corneau.

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: Receive and File a Status Report on the Five-Acre and Seven-Acre Development Parcels at Oxnard Airport (Presentation by Developers)**

Recommendation:

Receive and file a status report on the developments planned at Oxnard Airport on the five-acre and seven-acre parcels, which were awarded to developers Fly 805, LLC., and Urban Air Mobility, LLC., respectively, in the Fall of 2022. Presentations by the developers of the current project status and preliminary/conceptual plans for layout will be presented via Zoom and in person.

Keith Freitas, Director of Airports, introduced developers Charles McLaughlin for Fly 805, LLC., and Peter Lezak for Urban Air Mobility, LLC. Charles McLaughlin attended in person and presented first with a PowerPoint presentation. Peter Lezak attended remotely and presented second with a PowerPoint presentation. Questions from the Commission were heard and addressed by each developer.

Action: Without motion, the Commission receives the status report on the five-acre and seven-acre development parcels at Oxnard Airport.

B. Subject: Review of Fiscal Year 2024-25 Proposed Budget (*Exhibit 1 is available for review on the Department of Airports website vcairports.org/meeting-calendar/*)

Recommendation:

Staff requests that your Commission and Authorities review and comment on the Department of Airports (DOA) proposed FY 2024-25 budget for Camarillo and Oxnard Airports; and Camarillo Roads and Lighting Enterprise Fund, as attached, and recommend approval of the Board of Supervisors.

Jamal Ghazaleh, Accounting Manager, presented this item for its recommended approval by the Board of Supervisors. A summary of the expenses, revenues, and depreciations followed by various budget comments from the Commission were heard and addressed by staff.

Action: Commissioner Steve Weiss moved to approve the staff's recommendation and Vice Chair John Corneau seconded the motion to approve the Department of Airports proposed FY 2024-25 budget for Camarillo and Oxnard Airports. All members voted and the motion passed unanimously 7-0.

C. Subject: Approval of the Department of Airports' Fiscal Year 2024-25 Rent and Fee Schedule, Effective July 1, 2024; Adoption of a Resolution Establishing Rents, Fees, and Insurance Requirements for the Department of Airports; Delegation of Authority to the County Executive Officer and the Director of Airports to Execute Leases, Subleases, Licenses, Permits, Special Use/Activity Permits, Operation Agreements, Extensions, Amendments, Consents, Termination Notices, and Unlawful Detainer Complaints in Accordance with the Provisions of the Schedule

Recommendations:

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

1. Approve the Department of Airports' ("Department") FY 2024-25 Rent and Fee Schedule (Exhibit 1 is a clean version and Exhibit 2 is a legislative version with track changes), with an effective date of July 1, 2024; and
2. Authorize the County Executive Officer and the Director of Airports to execute certain leases, subleases, licenses, permits, special use/activity permits, operation agreements, extensions, amendments, consents, termination notices, and unlawful detainer complaints as described in section III of the attached resolution (pages 31-38 of Exhibit 1) (requires 4/5ths vote); and

3. Approve, adopt, and execute the resolution (pages 31-38 of Exhibit 1) establishing rents, fees, and insurance requirements for the Department.

Keith Freitas, Director of Airports, presented this item for its recommended approval by the Board of Supervisors. A summary presentation of items that are changing this fiscal year were shown.

Action: Commissioner Steve Weiss moved to approve staff's recommendation and Vice Chair John Corneau seconded the motion to approve the Department of Airports' Fiscal Year 2024-25 Rent and Fee Schedule, Effective July 1, 2024. All members voted and the motion passed unanimously 7-0.

7. DIRECTOR'S REPORT

The Department of Airports is proud to acknowledge its participation in the County of Ventura's first ever Bring Your Child to Work Day. Management Assistant, Denise Arreola and Operations Officer, Paul Lee, attended the event with an operations vehicle and many flyers and goodies for the children. The Department of Airports booth gained a lot of interest from children and parents of all ages.

Oxnard Airport will welcome pilots and air traffic controllers for the 3rd Annual Fly-In Fly Friendly event on May 22, 2024. This noise focused program has been a great success for the Oxnard area, and we hope to mirror that same success for Camarillo in the future.

The Department will host its next Part 150 Noise Study meetings for Camarillo and Oxnard Airports. The Camarillo public meeting will be on Monday, June 3, 2024, at 6:00 p.m. at the Ventura County Office of Education located at 5100 Adolfo Road, Camarillo, California 93012. The Oxnard public meeting will be held the following day, Tuesday, June 4, 2024, at 6:00 p.m. at the Courtyard by Marriot – Oxnard located at 600 E. Esplanade Drive, Oxnard, California 93036. The Department has made progress, but still has a way to go with both airports. This is the middle point in the study where ideas, thoughts and input from community members and pilots are encouraged. The feedback will assist our consultants in determining what to consider and what to implement for the Department as a whole, when mitigating noise concerns at both airports.

The Camarillo Airport runway/taxiway temporary repair construction contract approved at the March 13th Commission meeting was signed this week. The start date for this project is in negotiation and will take approximately 30 days to complete. The target start date for this project is after the Wings Over Camarillo air show, August 19, 2024.

This week, the Taxiway A reconstruction project began at Oxnard Airport. This is the final phase of the project started three years ago repairing the runway through its five connectors. This four-year project was made possible with 39-million dollars' worth of

federal grants. Because of the great weather conditions in the area, it is expected Oxnard Airport will get fifty years' use out of the newly repaired pavement.

Director's Report was received and filed.

8. REPORTS

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

Monthly Activity Report – February 2024
Monthly Noise Complaints – February 2024
Consultant Reports (Coffman Associates) – January, February 2024
Consultant Reports (Aviation/Woolpert – Camarillo Airport) – February 2024
Consultant Reports (Aviation/Woolpert – Oxnard Airport) – February 2024
Consultant Reports (Mead & Hunt) – March 2024
Airport Tenant Projects – April 2024
Project Status Report – April 2024
Meeting Calendars – 2024

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.

Ventura County Star article dated February 28, 2024, re: Plane lost power before Camarillo crash, report says

Department of Airports News dated March 15, 2024, re: Public Review and Comment Period Now Open for Camarillo Airport Layout Plan

Department of Airports News dated March 15, 2024, re: Ventura County Ninety-Nines: Celebrating Women in Aviation

Department of Airports Memorandum from Deputy Director, Casey Pullman, dated March 20, 2024, re: New Engine Run-Up Area at Eastern End of Abandoned Runway (26)

Department of Airports Project Schedule Announcement dated March 21, 2024 re: Oxnard Airport – Taxiway A (formerly Taxiway F) Reconstruction Project

Camarillo Acorn article dated March 23, 2024, re: Airport layout plan available for review

Department of Airports News dated March 26, 2024, re: Increased Helicopter Activity Expected in Camarillo

Correspondence was received and filed.

10. COMMISSION COMMENTS

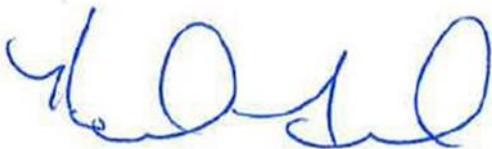
Commissioner Jerrold Abramson questions staff on the status of the noise abatement in the next 2-3 years at Oxnard Airport. Director Freitas acknowledges those projections are in the noise study, along with the projections on potential new developments. Commissioners Weiss, Tannehill, and Chair Bird made additional comments about the related traffic concerns in the Oxnard area.

Commissioner Steve Tannehill is pleased to see the unleaded fuel incentive and requests a report regarding unleaded fuel on a future agenda. More specifically, how much fuel is sold, and how much of it is leaded and unleaded. Director Freitas notes that because unleaded fuel is not mandated, industry-wide the numbers are not high.

11. ADJOURNMENT

There being no further business, a motion to adjourn the May 8, 2024, meeting of the Aviation Advisory Commission was made by Commissioner Jerrold Abramson and all Commissioners voted in favor at 7:43 p.m.

The next regular Commission meeting is scheduled on **Wednesday, June 12, 2024, at 6:30 p.m.** in the Department of Airports Administration Office Conference Room, 555 Airport Way, Suite B, Camarillo, California.



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