



CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

MINUTES

July 11, 2024

1. CALL to ORDER and PLEDGE of ALLEGIANCE

OAA Chair Vianey Lopez, called the meeting to order at 6:32 p.m. OAA Public Member Barbara Filkins then led the pledge of allegiance.

2. ROLL CALL

CAA PRESENT

Vianey Lopez
 Tony Trembley
 Scott Barer
 Susan Santangelo

CAA ABSENT

Kelly Long (E)

OAA PRESENT

Vianey Lopez
 Barbara Filkins
 Bert Perello
 Gabe Teran

OAA ABSENT

Kelly Long (E)

Excused (E)

Late (L)

Alternate (Alt)

AIRPORT STAFF

Keith Freitas, Director
 Dave Nafie, Deputy Director
 Casey Pullman, Deputy Director
 Erin Powers, Projects Administrator
 Jannette Jauregui, Communications & Engagement Manager
 Denise Arreola, Management Assistant

PRESENTERS

William "Bill" Thomas, Wings
 Over Camarillo Air Boss

3. AGENDA REVIEW

No changes to the agenda.

4. APPROVAL OF MINUTES – June 13, 2024

Camarillo Airport Authority: Public Member Scott Barer moved to approve the June 13, 2024, meeting minutes and Councilmember Susan Santangelo seconded the motion. All members voted and the motion passed unanimously 4-0.

Oxnard Airport Authority: Councilmember Bert Perello moved to approve the June 13, 2024, meeting minutes and Councilmember Gabe Teran seconded the motion. All members voted in favor and the motion passed unanimously 4-0.

5. PUBLIC COMMENT PERIOD

No public comments.

6. NEW BUSINESS

CAMARILLO AND OXNARD AIRPORT AUTHORITY

A. Subject: Receive and File a Monthly Staff Update from Communications and Engagement Manager Regarding Ventura County Airports

Recommendation:

Receive and file a monthly staff update from Communications and Engagement Manager Regarding Ventura County Airports.

Jannette Jauregui, Communications and Engagement Manager, presented the Department of Airports ninth feature story. The segment featured a story highlighting the annual Wings Over Camarillo Air Show that is scheduled for August 17th and 18th 2024.

Camarillo Airport Authority: Without motion, the Authorities receive the staff update from Communications and Engagement Manager regarding Ventura County Airports.

Oxnard Airport Authority: Without motion, the Authorities receive the staff update from Communications and Engagement Manager regarding Ventura County Airports.

B. Subject: Receive and File Staff Update Regarding Video Surveillance and Access Control System Installation at Camarillo and Oxnard Airports

Recommendation:

Receive and file staff update regarding the installation of a new video surveillance and access control system at Camarillo and Oxnard Airports.

Casey Pullman, Deputy Director, provided the Authorities with the project history and an update as to future of the video surveillance and access control system at both Camarillo and Oxnard Airports. Questions from the Authorities, including gate card transitions, were welcomed and addressed by staff.

Camarillo Airport Authority: Without motion, the Authorities receive the staff update regarding video surveillance and access control system installation at Camarillo Airport.

Oxnard Airport Authority: Without motion, the Authorities receive the staff update regarding video surveillance and access control system installation at Oxnard Airport.

CAMARILLO AIRPORT AUTHORITY

C. Subject: Support Recommendation by the Director of Airports to Expedite the Review of the Camarillo Airport Part 150 Noise Study Flight Path Alternative Analysis

Recommendation:

Staff requests that your Commission/Authorities support the Director of Airports recommendation to expedite the review of the Camarillo Airport flight path alternative analysis.

Keith Freitas, Director of Airports, presented this item for its recommended support from the Camarillo Airport Authority. The presentation provided detailed visuals explaining the next steps for Camarillo Airport and its Part 150 Noise Study flight path alternative analysis. Questions from the Authorities addressed. Comments of appreciation from the Authorities regarding transparency and responsiveness from the Department were heard.

Camarillo Airport Authority: Councilmember Susan Santangelo moved to support the Director of Airports recommendation to expedite the review of the Camarillo Airport Part 150 Noise Study flight path alternative analysis and Public Member Scott Barer seconded the motion of support. All members voted and the motion passed unanimously 4-0.

D. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Amendment No. 2 to the Consulting Services Contract for the Camarillo Airport - Airport Layout Plan Update with Coffman Associates, Inc., Increasing the Total Amount of the Contract by \$126,759 to \$812,791, and Increasing the Airport's Cost Share of the Contract from \$333,573 to \$460,332

Recommendation:

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

Approve, and authorize the Director of Airports or his designee to sign, Amendment No. 2 to the Consulting Services Contract for the Camarillo Airport - Airport Layout Plan Update with Coffman Associates, Inc., increasing the total amount of the contract by \$126,759 to \$812,791, and increasing the Airport's cost share of the contract from \$333,573 to \$460,332 (Exhibit 1).

Erin Powers, Projects Administrator, presented this item for its recommended approval by the Board of Supervisors. The presentation explained the Department's necessity of the second amendment to the consulting services contract with Coffman Associates.

Camarillo Airport Authority: Public Member Scott Barer moved to approve staff's recommendation and Supervisor Vianey Lopez seconded the motion to approve, and authorize the Director of Airports or his designee to sign, Amendment No. 2 to the Consulting Services Contract for the Camarillo Airport - Airport Layout Plan Update with Coffman Associates, Inc., increasing the total amount of the contract by \$126,759 to \$812,791, and increasing the Airport's cost share of the contract from \$333,573 to \$460,332 All members voted and the motion passed unanimously 4-0.

E. Subject: Receive and File a Presentation on the Wings Over Camarillo Air Show at Camarillo Airport

Recommendation:

Receive and file a presentation on the Wings Over Camarillo Air Show taking place on August 17th and 18th, 2024, at Camarillo Airport.

William "Bill" Thomas, Wings Over Camarillo Air Boss, provided the Camarillo Airport Authority a thorough presentation on the 43rd annual Wings Over Camarillo Air Show – "Saluting Test Pilots". Comments from the Authorities, including suggestions regarding the parking situation were welcomed, and addressed. Further comments of appreciation to the Wings Over Camarillo staff regarding the STEM pavilion and working with Animal Shelter were heard.

Camarillo Airport Authority: Without motion, the Camarillo Airport Authority receives the presentation on the Wings Over Camarillo Air Show at Camarillo Airport.

7. DIRECTOR'S REPORT

The Department of Airports Accounting Team, Jamal, Corey, Tara, Jeanette and Shannon, are recognized for their hard work closing out this fiscal season. As a team they did a fabulous job pulling together the Department of Airports complex budget and processing through timely to the Board of Supervisors.

The Helimax CH-47 Chinook is onsite at Camarillo Airport to assist the two Ventura County Fire Department Firehawk helicopters. The 3,000-gallon tank will assist in doing their part to protect Ventura County residents during the fire season. During the Air Show they relocate to Oxnard Airport. Some recent noise activity has come from this aircraft.

The Department of Airports has completed its Strategic Planning document. Together, staff worked to establish their ongoing commitment to the Department for the next five-to-ten years. The document which will be posted throughout the Department emphasizes staff's Mission, Vision, and Values to both Airports and service to our customers.

The Taxiway A Asphalt Re-Pavement Project at Oxnard Airport has wrapped up the second out of four phases. The project is going well, is on target for completion, and on budget. It is important to note that this is the final phase of the three projects that began 3 ½ years ago. The runway, taxiway connector, and now the parallel taxiway now has just under \$40 million in new pavement. Oxnard Airport should be in good shape for the next 40-50 years.

A portion of Taxiway A at Camarillo Airport will be temporarily shut down due to asphalt damage. Pilots will be diverted around the damage. The Department hoped to address the Taxiway damage after the Wings Over Camarillo Air Show with the temporary fix of \$3 million. This will give time until the \$80 million new asphalt project at Camarillo Airport. It's key to note that this damage was done by aircrafts that meet the Camarillo Joint Power Agreement and are less than 150,000 pounds. This is one of the reasons why large aircrafts are not coming to Camarillo Airport. The runway cannot support any weight outside of what is stated in the Joint Power Agreement.

Director's Report was received and filed.

8. REPORTS

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

- Monthly Activity Report – May 2024
- Monthly Noise Complaints – May 2024
- Consultant Reports (Coffman Associates) – May 2024
- Consultant Reports (Woolpert – Camarillo Airport) – May 2024
- Consultant Reports (Woolpert – Oxnard Airport) – May 2024
- Consultant Reports (Mead & Hunt) – June 2024
- Airport Tenant Projects – July 2024
- Project Status Report – June 2024
- Meeting Calendars – 2024

Reports were received and filed.

9. CORRESPONDENCE

Correspondence items listed below are presented to the Airport Authorities for information only, at this time. The correspondence items require no action or are not ready for the Airport Authorities' consideration. The Airport Authorities may refer

these items to the Department of Airports for investigation and report back on a future agenda.

Ventura County Star article dated June 3, 2024, re: Local events honor D-Day's 80th anniversary

Letter from Madeline Herrle, Lease Manager, to Mary Otten, Pleasant Valley Parks and Recreation District General Manager dated June 13, 2024, re: Camarillo – Airport Business Park

Department of Airports News dated June 17, 2024, re: Final Camarillo Airport – Airport Layout Plan Document Now Available

Department of Airports News dated June 21, 2024, re: Update on Stockpile Soil at Oxnard Airport

Correspondence was received and filed.

10. AUTHORITY COMMENTS

OAA Vice-Chair Gabe Teran thanks Department of Airport staff for their attentiveness to any concerns, complaints, and compliments received from Oxnard residents. At the Freemont South neighborhood meeting, a comment from a resident came up about how she noticed a change in the flight patterns and planned to reach out to Department of Airport staff with her comments. The resident was advised that there is a comment box on the website, staff e-mail addresses and meeting info (like tonight) available to the public. The ability the public has to connect with Airport staff is appreciated.

Councilmember Bert Perello makes the request to add Oxnard resident Diane Belzy to receive Airport e-mail news/communication. When the Department of Airport sends new information on the dirt and the soil testing at Oxnard Airport she intends to share it with her council. Councilmember Perello to provide the resident's e-mail address to staff after the meeting.

11. ADJOURNMENT

There being no further business, the June 13, 2024, meeting of the Camarillo Airport Authority and Oxnard Airport Authority was adjourned with all Authority members in favor at 7:40 p.m.

The next regular Authority meeting is scheduled on **Thursday, August 8, 2024, at 6:30 p.m.** in the Department of Airports Administration Office Conference Room, 555 Airport Way, Suite B, Camarillo, California.

A handwritten signature in blue ink, appearing to read 'K. Freitas', with a stylized flourish at the end.

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