



AVIATION ADVISORY COMMISSION

MINUTES

November 13, 2024

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Maggie Bird, called the meeting to order at 6:35 p.m. and newly appointed Commissioner Bruce Martin led the pledge of allegiance.

2. ROLL CALL

PRESENT

Maggie Bird
Jerrold Abramson
Adriana Van der Graaf
Steve Weiss
Steve Tannehill
Bruce Martin

ABSENT

John Corneau (E)
James Flickinger (E)
Matthew Johnston (E)
Sean Colvin (E)

Excused (E)

Late (L)

Absent (A)

AIRPORT STAFF

Keith Freitas, Director of Airports
Dave Nafie, Deputy Director
Casey Pullman, Deputy Director
Erin Powers, Projects Administrator
Madeline Herrle, Lease Manager
Jannette Jauregui, Communications and
Engagement Manager
Denise Arreola, Management Assistant

PRESENTERS

William "Bill" Thomas, Wings Over Camarillo
Air Boss

3. AGENDA REVIEW

Keith Freitas, Director of Airports, reminds the Commission of the newly implanted consent and regular agenda and the agenda format process.

4. APPROVAL OF MINUTES – September 4, 2024

Action: Upon the motion of Commissioner Steve Weiss and seconded by Commissioner Jerrold Abramson, the Commission hereby approves the September 4, 2024, minutes. All members voted and the motion passed 4-0 with two abstentions from Commissioners Adriana van der Graaf and Bruce Martin.

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.

No public comment made.

6. CONSENT AGENDA

Consent Agenda items are routine and non-controversial. Items are reviewed and approved together as recommended and without discussion unless an item is pulled for a separate action by the Commission on the Regular Agenda. Consent items are heard at the Commission's discretion and may be heard at any time during the meeting.

- A. **Subject: Approval of the Proposed Commemorative Air Force Museum Hangar Seventh Amendment to Lease and Commemorative Air Force West Hangar First Amendment to Lease**

Recommendations:

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

Approve the proposed amendments to lease for the Commemorative Air Force Museum lease and West Hangar lease which 1.) modifies the square footage allocated to each premises and 2.) modifies the rent and fees calculation based on non-profit status for each

lease.

B. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Amendment No. 1 to the Consulting Services Contract AEA 25-05 with Woolpert Inc., for the Final Design of Runway 8-26 Reconstruction at Camarillo Airport, Adding Federal Contract Provisions; No Change in Total Cost of Contract

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. 1 to the Consulting Services Contract AEA 25-05 with Woolpert Inc., for the final design of Runway 8-26 reconstruction at Camarillo Airport, adding Federal contract provisions (Exhibit 1). No change in total cost of contracts.

C. Subject: Review and Approval of the 2025 Aviation Advisory Commission Meeting Calendar

Recommendation:

Staff requests that your Commission review and approve the 2025 Aviation Advisory Commission meeting calendar.

D. Subject: Approval and Award of a Consultant Services Contract to Woolpert Inc., in the Not to Exceed Amount of \$478,734 for the Development of an Airport Pavement Management System for the Camarillo and Oxnard Airports; Authorization for the Director of Airports, or His Designee, to Sign the Subject Contract AEA 25-07

Recommendations:

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

1. Approve and award a consultant services contract to Woolpert Inc., in the not to exceed amount of \$478,734, for the Development of an Airport Pavement Management System for the Camarillo and Oxnard Airports; and
2. Authorize the Director of Airports, or his designee, to sign the subject contract AEA 25-07.

Action: Upon the motion of Commissioner Steve Tannehill and seconded by Commissioner Steve Weiss, the Commission hereby approves the recommendations as stated in the respective agenda letters for Consent items 6.A and 6.D. All members voted and the motions passed unanimously 6-0.

7. REGULAR AGENDA

Regular Agenda items are heard at the Commission's discretion and may be heard at any time during the meeting.

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 eleventh feature story. The segment highlighted the Mountain Fire's First Responders.

Action: Without motion, the Commission receives the staff update from Communications and Engagement Manager regarding Ventura County Airports.

B. Subject: Receive and File Staff Report Regarding Annual Wings Over Camarillo Air Show

Recommendation:

Receive and file a staff report regarding the annual Wings Over Camarillo Air Show at Camarillo Airport. The Department of Airports worked successfully with Wings Over Camarillo (WOC) leadership to successfully develop an excellent balance of air show acts that were embraced by event guests, the local neighbors, and the Ventura County Animal Shelter.

Keith Freitas, Director of Airports, introduced William "Bill" Thomas, Air Show Boss, from the Wings Over Camarillo to present the 2024 air show summary and analytics. Commissioners commented on their delightful experience at Air Show and gave kudos to airport staff and Wings Over Camarillo volunteers.

Action: Without motion, the Commission receives the staff report regarding the annual Wings Over Camarillo Air Show at Camarillo Airport.

C. Subject: Receive and File a Staff Report Outlining Skydiving Operation Tests and Potential Future Operations at Oxnard Airport

Recommendation:

Receive and file staff report outlining skydiving operation tests and potential future operations at Oxnard Airport.

Keith Freitas, Director of Airports, prefaced this item with the history between the Department of Airports and Skydive Coastal also known as "I Sky Dive". Casey Pullman,

Deputy Director of Airports, presented this item detailing the planned trial period. Comments and questions regarding safety from the Commission were welcomed and addressed. The Department will continue to monitor and assess the operational impacts.

Action: Without motion, the Commission receives the staff report outlining skydiving operation tests and potential future operations at Oxnard Airport.

D. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Contract Change Order No. 4 in the Not to Exceed Amount of \$1,000,000 with Security Paving Company for the Reconstruction of Taxiway F (renamed A) at Oxnard Airport, Raising the Total Contract Amount from \$18,433,590 to the Not to Exceed Total Amount of \$19,433,590; Project Specification DOA 23-03 and Project No. OXR-150

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, Contract Change Order No. 4 (Exhibit 1) in the not to exceed amount of \$1,000,000 with Security Paving Company for the reconstruction of Taxiway F (renamed A) at Oxnard Airport, raising the total contract amount from \$18,433,590 to the not to exceed total amount of \$19,433,590.

Erin Powers, Projects Administrator, presented this item for its recommended approval by the Board of Supervisors. Contract Change Order No. 4 will utilize the current contract for the removal and disposal of excavated soil from a prior phase of Taxiway reconstruction. When compared to the procedures associated with similar projects, this Contract Change Order would result in lower costs overall. Commissioners stated their comments in support of this Contract Change Order.

Action: Upon the motion of Commissioner Steve Tannehill and seconded by Commissioner Jerrold Abramson, the Commission hereby approves the recommendation as stated in the respective agenda letter for item 7.D. All members voted and the motion passed unanimously 6-0 with.

7. DIRECTOR'S REPORT

Director Keith Freitas opened the Director's Report by exemplifying Camarillo Airport's role during the Mountain Fire. During the five-day closure, the first two days operations were running 24-hours. Up to twenty helicopters aiding in firefighting efforts were stationed at Camarillo Airport. In addition to helicopters, Camarillo Airport established itself to support various vehicles such as fueling vehicles, fire retardant vehicles, food and sleeping quarters for first responders.

On October 29th, Communications and Engagement Manager Jannette Jauregui provided e-mail notification regarding the development sites at Oxnard Airport. During the regular

developmental/environmental processes, the developer found that a portion of the five-acre parcel had elevated levels of pesticides. Development discussions at Oxnard Airport are shut down while the Department of Airports proceeds with hiring an environmental consultant. The environmental consultant that conducted the analysis and the County of Ventura Environmental Health determined there is no immediate concern to the public. The information was shared with the Oxnard community, and elected City officials out of an abundance of caution. The Department of Airports initiated the process of hiring an environmental consultant to provide additional testing and analysis to recommend remediation efforts, if needed.

The Department of Airports wrapped up its public meetings for the Part 150 Noise Study on October 7th for Camarillo and October 8th for Oxnard. The Camarillo Airport meeting held at VCOE had approximately ninety people in attendance. The Oxnard Airport meeting had approximately twenty-five people in attendance. In summary, the biggest concerns for the Oxnard community were land uses around the airport, and for the Camarillo community is the jet arrivals over Old Town Camarillo. For the first time in the two-year process Camarillo community members gave a round of applause at the conclusion of the presentation. The final public hearing on the Camarillo and Oxnard Airports Part 150 Noise Study documents are tentatively scheduled for April 7th and 8th.

Camarillo Airport hosted the annual Ventura County Sheriff's Foundation Coppers and Choppers event on September 21st. The event featured Sheriff's deputies, K-9 units, mounted patrol, search and rescue, marine operations, bomb/arson unit, SWAT, and up close and personal viewing of various law enforcement vehicles and helicopters.

Camarillo High School held its military appreciation night during the varsity football game on September 13th. At their request and arrangement, a formation of three T-6 aircrafts flew over the football field before the start of the game. The aircrafts then did a low pass at Camarillo Airport before departing the area. Inquires as to the T-6 aircraft formation came in from community members, including a call from Camarillo Mayor Tony Trembley. The event was later clarified to the community and were understanding and supportive.

"Doc" is one of two air worthy B-29's in the world, and visited the Commemorative Air Force hangar/museum at Camarillo Airport. Tours were provided to the public while it was parked here last month.

The final pavement marking application on Runway 8-26 and Taxiway A at Camarillo Airport was completed in approximately a weeks' time. The emergency repairs to the runway and taxiway were needed as it buys time for Camarillo Airport's ultimate reconstruction which will be in approximately seven years.

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 – August, September 2024
Monthly Noise Complaints – August, September 2024
Consultant Reports (Coffman Associates) – August, September 2024
Consultant Reports (Woolpert – Camarillo Airport) – August – October 2024
Consultant Reports (Woolpert – Oxnard Airport) – August – October 2024
Consultant Reports (Mead & Hunt) – August, September 2024
Airport Tenant Projects – November 2024
Project Status Report – September 2024
Financial Statements – 4th Quarter FY 23/24
Meeting Calendars – 2024 and Proposed 2025 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.

Department of Airports announcement dated September 17, 2024, re: Mark Your Calendars! Ventura County Department of Airports Part 150 Noise Compatibility Program Meetings

Department of Airports News dated September 17, 2024, re: Final Public Meetings for Part 150 Noise Compatibility Studies

Department of Airports News dated September 18, 2024, re: Follow-Up on Increase in Military Aircraft Activity

Response Letter from Director of Airports, Keith Freitas, dated September 24, 2024, to City of Camarillo Mayor, Tony Trembley's initial letter dated May 22, 2024, re: Camarillo Airport FAR Part 150 Noise Study (Mayor Tony Trembley's May 22nd letter is included in this packet for reference.)

Camarillo Acorn article dated September 28, 2024, re: Day in the life – At “Coppers and Choppers” day at Camarillo Airport on September 21, 2024

Ventura County Star snapshots dated October 1, 2024, re: Check out Oxnard Airport

Ventura County Star article dated October 1, 2024, re: Public can weigh in on noise at Camarillo, Oxnard airports at community meetings

Department of Airports announcement dated October 10, 2024, re: Project Schedule Update – Camarillo Airport Runway 8-26 and Taxiway A Pavement Repair Project

Camarillo Acorn article dated October 12, 2024, re: Living history lands in Camarillo – Doc is one of only two airworthy B-29s

Camarillo Acorn article dated October 12, 2024, re: FLYING FORTRESS

Camarillo Acorn article dated October 26, 2024, re: Sky high ambition – Students explore aviation careers at the Camarillo Airport

Department of Airports e-mail announcement from Communications and Engagement Manager, Jannette Jauregui, dated November 7, 2024, re: Ventura County Department of Airports CMA Closure and TFR for Ventura County Airspace (map attachment follows the announcement.)

Correspondence was received and filed.

10. COMMISSION COMMENTS

Commissioner Steve Tannehill complimented the Department of Airports staff and the Camarillo Airport Air Traffic Control Tower in their coordination efforts during the Mountain Fire. He shares his appreciation to the Department for its transparency to the community in the land use planning studies, and states the community supports the airports with these types of efforts.

11. ADJOURNMENT

There being no further business, a motion to adjourn the November 13, 2024, meeting of the Aviation Advisory Commission was made by Commissioner Jerrold Abramson and seconded by Commissioner Steve Tannehill at 7:35 p.m.

The next regular Commission meeting is scheduled on **Wednesday, December 11, 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