



**COUNTY of VENTURA**  
Department of Airports

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[www.ventura.org/airports](http://www.ventura.org/airports)

NOTICE IS HEREBY GIVEN  
that the Regular Meeting of the  
Camarillo Airport Authority and Oxnard Airport Authority  
will be held on:

**Thursday                      September 9, 2021                      6:30 P.M.**

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

**IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, AND CONSISTENT WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE ORDER N-29-20, 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 4:30 p.m. on Thursday, September 9, 2021 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.A.). When the Authorities reach 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 and AGENDA REVIEW**
3. **APPROVAL of MINUTES – July 8, 2021**
4. **PUBLIC COMMENT PERIOD**
5. **NEW BUSINESS**

### CAMARILLO AIRPORT AUTHORITY

- A. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, the Month-to-Month Hangar Storage Agreement with the California Department of Fish and Wildlife**

#### 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 month-to-month Hangar Storage Agreement with the California Department of Fish and Wildlife to allow it to store the Department of Fish and Wildlife's multiple aircraft at the Camarillo Airport.

- B. 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 Northeast Hangar Development with Mead and Hunt, Inc., Raising the Total Amount of the Contract by \$3,666 to \$1,459,267**

#### 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, Amendment No. 2 to the Consulting Services Contract for the Camarillo Airport Northeast Hangar Development with Mead and Hunt, Inc., raising the total amount of the contract by \$3,666 to \$1,459,267 (Exhibit 1).

6. **DIRECTOR'S REPORT** – Staff requests that your Authorities receive and file the director's report.
7. **REPORTS** – Staff requests that your Authorities receive and file the reports.

Monthly Activity Report – June, July 2021

Monthly Noise Complaints – June, July 2021  
Consultant Reports – June, July 2021  
Airport Tenant Project Status – August 2021  
Project Status – August 2021  
Financial Statements Fourth Quarter – FY 2020/2021  
Meeting Calendar

- 8. CORRESPONDENCE** – Staff requests that your Authorities receive and file the correspondence.

Estimate dated July 8, 2021 from Madeline Herrle to Scott Barer re: Public Records Request of June 23, 2021

Notice of Closure re: Oxnard Airport Runway 7-25 Reconstruction beginning August 4, 2021

Letter dated August 20, 2021 from Dave Nafie to Greg Ramirez, City of Camarillo re: Agreement Regarding Cloud Nine Hangar Development Project at the Camarillo Airport

Letter dated September 2, 2021 from Dave Nafie to Greg Ramirez, City of Camarillo re: Agreement Regarding Cloud Nine Hangar Development Project at the Camarillo Airport

- 9. AUTHORITY COMMENTS** – Comments by Authority members on matters deemed appropriate.

## **10. ADJOURNMENT**

The next regular Authority meeting will be on Thursday, October 14, 2021 at 6:30 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) 388-4211. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE DEPARTMENT OF AIRPORTS TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



## Webinar Instructions

Public link to Zoom webinar:

<https://us06web.zoom.us/j/86794402270?pwd=QitjMWpwMGN5UXhaRGJFNENsSmNudz09>

**Webinar ID:** 867 9440 2270

**Passcode:** 290525

**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:** If you do not have access to the internet, you can watch the live broadcast of the meeting on the City of Camarillo Local Government Channels – Spectrum Channel 10 and Frontier Channel 29, or 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.

