



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

NOTICE IS HEREBY GIVEN
that the Regular Meeting of the Aviation Advisory Commission
will be held on:

Monday **November 1, 2021** **7:00 P.M.**

DEPARTMENT OF AIRPORTS
ADMINISTRATION OFFICE
CONFERENCE ROOM
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 RECOMMENDATION OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER DATED SEPTEMBER 21, 2021, TO PROMOTE SOCIAL DISTANCING AND CONTINUE REMOTE MEETINGS OF ALL LEGISLATIVE BODIES IN VENTURA COUNTY, THE AIRPORT ADMINISTRATION CONFERENCE ROOM IS CURRENTLY CLOSED TO THE PUBLIC. PURSUANT TO GOVERNMENT CODE SECTION 54953, SUBDIVISION (e), 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
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, November 1, 2021 to Airport Staff at 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 – October 4, 2021**
5. **PUBLIC COMMENT PERIOD**
6. **NEW BUSINESS**

A. Subject: Adoption of Resolution #2 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period

Recommendation:

Adopt the attached Resolution #2 (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

7. **DIRECTOR'S REPORT**
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 – September 2021
Monthly Noise Complaints – September 2021
Consultant Reports – September 2021
Airport Tenant Project Status – October 2021
Project Status – October 2021
Financial Statements First Quarter – FY 2021/2022
Meeting Calendar

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.

Letter dated October 20, 2021 from Dave Nafie to Dave Klotzle, City of Camarillo re: Transfer of Historical Water Use from 500 Eubanks Street to RKR, Inc. (CloudNine Project) located at 111, 113, 115, and 117 Las Posas Rd, Camarillo, CA 93010

Letter dated October 21, 2021 from Madeline Herrle to Chelsey Battaglia, US General Services Administration – Real Property Utilization re: DHS ICE Office Space, 275 Skyway Drive, Camarillo, CA 93010; GSA Control No 9-X-CA-0410-AO

Notice re: Oxnard Airport Runway 7-25 Reconstruction – Runway and Taxiways Reopening on November 5, 2021

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

11. ADJOURNMENT

The next regular Commission meeting will be on Monday, December 6, 2021 at 7:00 p.m. Location to be determined.

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/88676445027?pwd=a0ZaRzJGemxCWXRsVnNsTnJXZXVJZz09>

Webinar ID: 886 7644 5027
Passcode: 447189
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.





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Department of Airports

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AVIATION ADVISORY COMMISSION

MINUTES

October 4, 2021

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Robert Trimborn, called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

2. ROLL CALL

PRESENT

Robert Trimborn
James Flickinger
Maggie Bird
Adriana Van der Graaf
Bobby Williams
Bruce Hamous
Steve Weiss
Steve Tannehill

Excused (E)

Late (L)

AIRPORT STAFF

Dave Nafie, Interim Director
Madeline Herrle, Lease Manager
John Feldhans, Operations Supervisor
Ana Castro, Program Administrator

COUNTY STAFF

Tom Temple, Assistant County Counsel

ABSENT

Gary Jacobs (E)
Nanette Metz (E)

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3. AGENDA REVIEW

No changes to the agenda.

4. APPROVAL OF MINUTES – September 9, 2021

Steve Weiss moved to approve the September minutes and Maggie Bird seconded the motion. Robert Trimborn and Steve Tannehill abstained. All other Commissioners voted in favor and the motion passed unanimously 6-0.

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.

None.

6. NEW BUSINESS

- A. **Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, the Second Amendment to the Lease with RKR Incorporated to Defer Rent Payments for 12 Months and to Provide for Use of County's Water Credits**

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 second Amendment to the Lease with RKR Incorporated (RKR) at the Camarillo Airport to defer rent payments for 12 months and to allow RKR to use County-owned water credits to obtain a water will-serve letter from the City of Camarillo.

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Interim Director Dave Nafie introduced the item and provided staff's report. Mr. Nafie stated that this item is related to the CloudNine project. The County of Ventura requires a water and sewer will-serve before a building permit can be issued. RKR is required to obtain water and sewer permits from the City of Camarillo. RKR is also required to obtain an encroachment permit for Las Posas Road from the City. All three requirements need to be satisfied before the City will take the matter before Camarillo City Council. The Department of Airports is assisting RKR by helping them meet the requirements of the City's water offset credit program. The department is allowing RKR to use 1.43 water credits and in return, RKR would restore 2.15 credits within 24 months. Additionally, RKR has requested that the department defer rent for a 12 month period. The original terms of RKR's lease otherwise remain unchanged. In response to a question posed by Commissioner Steve Tannheill, Mr. Nafie shared that if RKR is unable to restore the department's water credits as agreed, RKR will provide the department fee title to a parcel of land that is interior to the airport.

Steve Weiss moved to approve staff's recommendation and Adriana Van der Graaf seconded the motion. All Commissioners voted in favor and the motion passed unanimously 8-0.

B. Subject: Adoption of a Resolution Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period

Recommendation:

Adopt the attached Resolution (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

Interim Director Dave Nafie introduced the item and provided staff's report. Mr. Nafie explained that conditions have been met under Assembly Bill 361 for the Commission to continue to meet virtually. In order to continue remote teleconference meetings, the Commission must consider and make findings outlined in the Resolution every 30 days by majority vote. Adoption of the proposed Resolution authorizes the Commission to meet remotely for a 30-day period.

Adriana Van der Graaf moved to approve staff's recommendation and Steve Weiss seconded the motion. All Commissioners voted in favor and the motion passed unanimously 8-0.

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7. DIRECTOR'S REPORT

Interim Director Dave Nafie provided an update on the Oxnard Airport runway and taxiway reconstruction project. Paving began on September 20, 2021 and construction will conclude on November 4, 2021. The runway is expected to reopen on November 5, 2021. Mr. Nafie congratulated the Camarillo Wings Association for being awarded Service Organization of the Year by West Ventura County Business Alliance.

Mr. Nafie shared that in terms of community outreach, he made a presentation to the Channel Islands Neighborhood Council at their last meeting and shared information about the airports. Mr. Nafie continues to work with the tower at Oxnard Airport to discuss traffic patterns, safety, and noise. He also shared that he spoke to Faviola Garcia with the Federal Aviation Administration (FAA) to discuss these issues. The department will also add educational information to the website.

Regarding the 1976 Joint Powers Agreement, the City of Camarillo and the County of Ventura are preparing a slate of questions to submit to the FAA. In regard to the airport director position, Mr. Nafie passed along that County Executive Officer Mike Powers indicated that there should be an announcement in the next week or two. Finally, Mr. Nafie reported back on an action item requested by Commissioner Steve Weiss regarding the California Department of Fish and Wildlife lease which was an item before the Commission at the September meeting.

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 2021
Monthly Noise Complaints – August 2021
Consultant Reports – August 2021
Airport Tenant Project Status – September 2021
Project Status – September 2021
Meeting Calendar

4a4

Reports were received and filed.

9. CORRESPONDENCE – NONE

10. COMMISSION COMMENTS

Commissioner Steve Tannehill thanked Mr. Nafie for explaining an incident that was in the monthly activity report.

Commissioner Bob Trimborn shared that the Wings Over Camarillo Air Show was very successful. All-time attendance records were set and a pretty good amount of revenue was generated. Revenue in an estimated amount of \$250,000 will be shared with the community and non-profit groups that helped participate in the Air Show. Mr. Trimborn shared that the Camarillo Wings Association was voted to be Non-Profit Organization of the Year for the City of Camarillo.

Commissioner Maggie Bird inquired as to whether the date of September 9, 2021 is accurate regarding last month's meeting minutes. Mr. Nafie confirmed that last month's Commission meeting was held on September 9, 2021.

11. ADJOURNMENT

Adriana Van der Graaf moved to adjourn the meeting and Maggie Bird seconded the motion.

There being no further business, the October 4, 2021 meeting of the Aviation Advisory Commission was adjourned at 7:45 p.m.

DAVE NAFIE, C.M.
Administrative Secretary

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November 1, 2021

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

Subject: Adoption of Resolution #2 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period

Recommendation:

Adopt the attached Resolution #2 (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission for a 30-day period 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:

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 September 21, 2021. Dr. Levin's recommendation states in part, "I strongly recommend that physical/social distancing measures continue to 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 of the County of Ventura."

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:

- 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 #2, that if adopted, authorizes your Commission to meet remotely for a 30-day period. Additionally, if Resolution #2 is approved, a Special Meeting will be held remotely on Monday, November 15, 2021 at 7:00 p.m. to consider adoption of Resolution #3, which will allow the Commission meeting scheduled on Monday, December 6, 2021 at 7:00 p.m. to be held remotely within a 30-day period, if chosen.

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



DAVE NAFIE, C.M.
Interim Director of Airports

Attachment:

Exhibit 1 – Resolution #2



**RESOLUTION #2 OF THE AVIATION ADVISORY COMMISSION AUTHORIZING
REMOTE TELECONFERENCE MEETINGS OF THE AVIATION ADVISORY
COMMISSION FOR A 30-DAY PERIOD 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, Dr. Robert Levin, Ventura County Health Officer, issued a recommendation 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, 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

EXHIBIT 1

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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 the earlier of (i) December 1, 2021, or such time 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 _____, 2021.

Robert Trimborn, Chair
Aviation Advisory Commission



COUNTY of VENTURA

Department of Airports

MONTHLY ACTIVITY REPORT

Month ending September 30, 2021

Hangars and Tie-downs:

Camarillo				Oxnard			
	Inventory	Occupied	Available		Inventory	Occupied	Available
Hangars				Hangars			
Private	170	170	0	Private	79	79	0
County	160	160	0	County	66	61	5
Total	330	330	0	Total	145	140	5
Tie-downs				Tie-downs			
County	96	48	48	County	7	2	5
Western Cardinal	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		
Total	191	96	60	Total	41	19	22

Airport/Tower Operations:

Aircraft Incidents:

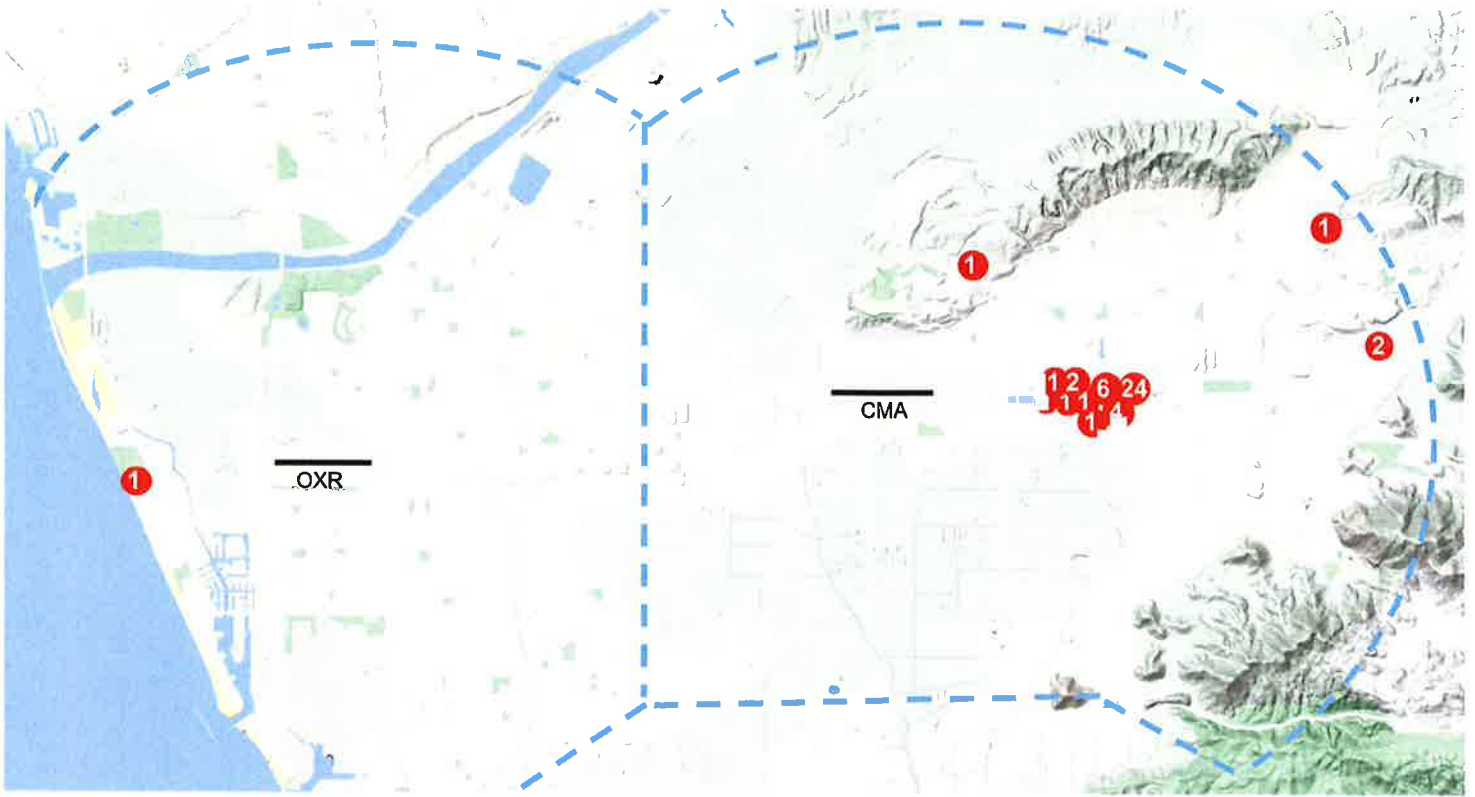
	Camarillo	Oxnard		Camarillo	Oxnard
Current year for the month	16,835	201	Current Month	4	0
Last year for the month	14,080	5,724	Current year to date	16	9
% Change	20%	-96%			
Current year to date	132,860	54,658			
Last year to date	117,675	55,090			
% Change	13%	-1%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	3
Cards issued to transient overnight aircraft	40	0
Noise/nuisance compliants	45	1
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	6	0

** Includes approximate number of aircraft occupying space in both large and small hangars by agreement with lessee or licensee

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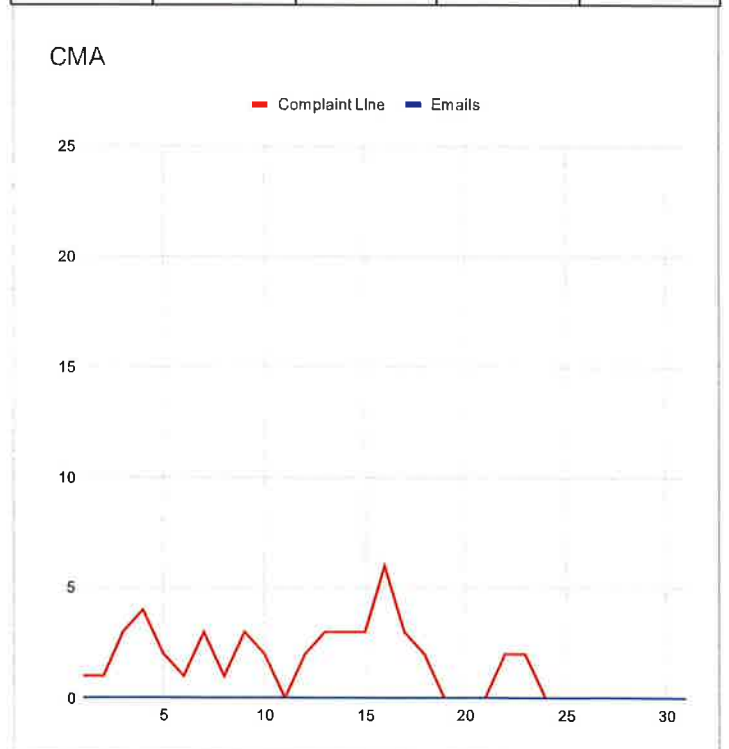
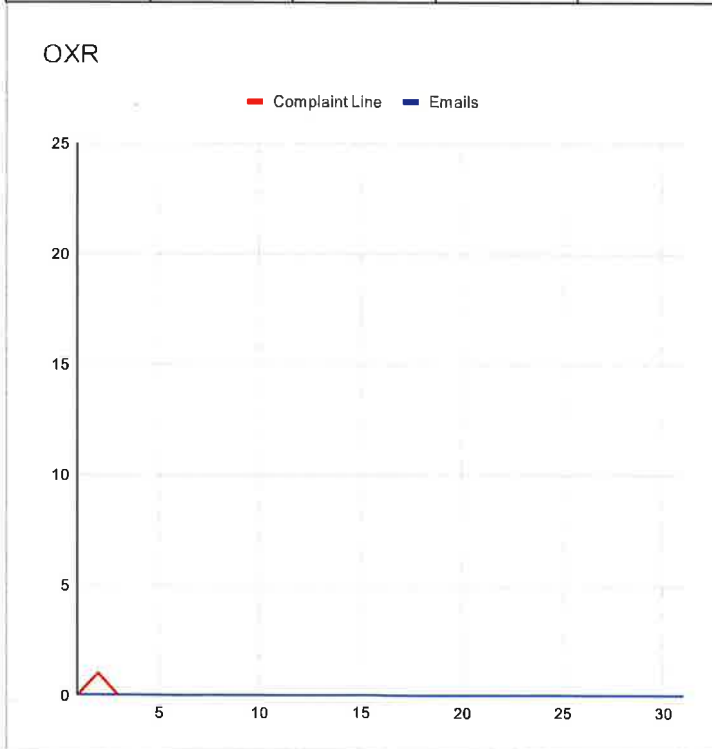
Ventura County Noise Complaints - September 2021

OXR

Total Contacts Logged	Received from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
1	1	0	0	0

CMA

Total Contacts Logged	Received from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
45	45	0	0	0



** Voluntary Noise Abatement Procedures

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CAMARILLO AIRPORT – AIRPORT MASTER PLAN UPDATE

Note: Per direction from airport staff, the Consultant has been advised to pause the master plan as of May 25, 2021. Certain 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:

- Tasks associated with the AGIS survey continue. Most recently, data associated with the obstruction survey and airspace analysis is being compiled. Edits are also being made to survey mapping for FAA compliance.
- Environmental survey reports associated with biological and cultural resource evaluations are in progress.

Project Percent Complete: The project is 41 percent complete through September 2021.

CAMARILLO AIRPORT – AIRFIELD GEOMETRY AND DRAINAGE STUDY

Status Update:

- Based on coordinated between the Consultant and airport staff in September, an exhibit has been prepared that depicts potential airfield geometry enhancements for further input into the airfield drainage study.
- “Draft” aviation demand forecasts have been prepared and were coordinated with airport staff on July 5, 2019. The current master plan will re-evaluate aviation demand forecasts for input into this study.
- On-site surveying has been conducted by a Subconsultant for further input in the airfield drainage study.

Upcoming Action Items:

- Coordination as needed with airport staff and the FAA to determine course of action in relationship to master plan process and future design.
- Recommended airfield drainage enhancements pending the drainage study.

Project Percent Complete: The project is 41 percent complete through September 2021.

OXNARD AIRPORT – AIRPORT LAYOUT PLAN UPDATE / NARRATIVE REPORT

Status Update: No change since July 2021.

- The “draft” Narrative Report, “draft” ALP Drawing Set, and associated ALP SOP 2.00 Checklist and Exhibit A SOP 3.00 Checklist were re-submitted to the FAA for review on July 26, 2021.
- The FAA provided comments to airport staff on October 13, 2021, regarding the draft ALP Drawing Set.

Upcoming Action Items:

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- Appropriate revisions will be made to the ALP Drawing Set pending coordination between airport staff and the Consultant.
- Final documents (Narrative Report and ALP Drawing Set) will be prepared upon review and approval of the ALP Drawing Set.

Project Percent Complete: The project is at 100 percent per Invoice #18MP01-24 dated July 6, 2021, for airport staff to coordinate with the FAA to close out the AIP grant. It is understood that the Narrative Report and ALP Drawing Set will be finalized per direction from airport staff at a later date.

ANNUAL CONSULTING SERVICES CONTRACT (AEA No. 21-01)

Status Update: N/A

Upcoming Action Items:

- Coordination as needed to follow-up previous items and assist with new items at the direction of airport staff.
- Airport staff and the Consultant have engaged in bi-weekly coordination meetings during the past several weeks to discuss matters pertaining to planning and environmental associated with the Ventura County Department of Airports.

8c2

October 14, 2021

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 – September 2021

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of September 2021, by Jviation and our subconsultants for the Camarillo Airport:

Airport Capital Improvement Plan (ACIP) Update

- There is no change in the status of this task from the month of September.
- **Upcoming:**
 - The County and Jviation will update the ACIP summaries sheets ahead of the meeting with the FAA.
 - Meeting with the County, FAA, and Coffman Associated to discuss the ACIP on November 3, 2021.

AIP Project No. 3-06-0339-039-2021 (Conceptual Design for 2025 Runway/Taxiway Reconstruction)

- On September 2, 2021, Coffman Associates provided Jviation with an AutoCAD file of the topographic survey data collected with the survey for the Master Plan project.
- On September 9, 2021, Jviation provided a revised scope of work and fee to Coffman Associates for the conceptual design work. Coffman Associates compiled the scopes of work and fees which were provided to the County.
- On October 4, 2021, the County, Jviation, and Coffman Associates discussed Jviation's scope of work to confirm it included the conceptual design of the connector taxiways and the holding bays along Taxiway A.
- **Upcoming:**
 - FAA approval of the scope of work and fees from Jviation and Coffman Associates.
 - County executes the contract with Jviation for this project.

Jviation Project No. CMA LOC 21-01 (Runway 8-26 and Taxiway A Pavement Improvements)

- On September 2, 2021, Jviation received an AutoCAD file from Coffman Associates which contained the topographic survey data collected with the Master Plan project.
- On September 17, 2021, airport operations staff provided a pavement inspection summary report. The County requested Jviation to review the report and provide a response on whether the twice daily runway closure and detailed inspection can be discontinued.
- On September 21, 2021, Jviation provided their response which agreed with the recommendation in the pavement inspection summary report to discontinue the twice daily runway closure and detailed inspections. Jviation also agreed with the County that a once-a-week detailed inspection should be completed as well as after each rain event.

- On October 7, 2021, Jviation joined airport operations staff to review the pavement condition on Taxiway A.
- On October 7, 2021, the County and Jviation coordinated on the updated scope of work which included pavement reconstruction areas on Taxiway A.
- On October 8, 2021, Jviation submitted an updated scope of work to the County for review. The scope of work was discussed on October 12 and 13, 2021.
- **Upcoming:**
 - Jviation will submit the proposed engineering fees for the County to review.

On-Call Services: Annual Contract for On-Call Services

- On October 7, 2021, the County provided the annual On-Call Services contract to Jviation for signature.
- On October 12, 2021, the County provided Jviation with the executed annual On-Call Services contract.
- **Upcoming:**
 - County will provide Jviation with an executed annual contract.

On-Call Services: Rotating Beacon Replacement

- There is no change in the status of this task from the month of September.
- **Upcoming:**
 - The County will confirm the rotating beacon will stay located on top of the existing water tower.
 - Jviation and the County will coordinate on plans and details for the replacement of the rotating beacon.

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. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mr. Jon Noble, Mrs. Marisa Fluhr,
Ms. Amanda Gross – Jviation
File

October 15, 2021

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 – September 2021

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of September 2021, 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 September 2021, Jviation, the County, and Mead & Hunt coordinated on this project. This included coordination with the FAA.
- Throughout the month of September 2021, Jviation, the County, and Mead & Hunt coordinated with the Prime Contractor, Sully-Miller. This included requests for information (RFI), material submittals, change orders, certified payrolls, and construction activities. Jviation also submitted daily reports to the Sponsor for each day of monitoring construction activities. Payroll interviews were conducted in the field with random laborers and operators from the prime contractor and from various subcontractors.
- On September 8 and 9, 2021 Jviation coordinated the power outage of the FAA's ASOS, Glideslope and PAPI's to allow for work to be completed within the associated storm structures.
- On September 7, 13, 20, and 26, 2021, Jviation submitted the weekly Construction Progress and Inspection Reports to the FAA and County.
- On September 7, 14, 21, and 28, 2021, Jviation conducted the weekly construction meetings for this project, and it was attended by the County, FAA, Sully-Miller, and subcontractors for Jviation and Sully-Miller.
- On September 20, 2021, Jviation prepared a response to Vulcan Materials, regarding their protest of Test Strip No. 1 for P-401 not being allowed to remain in place.
- On September 29, 2021, Contractor Pay Application No. 1 was signed and distributed to the County, Jviation, and Sully-Miller.
- On September 29, 2021 Jviation facilitated a site-visit with Jeff Leonard and Brian Buitter from Mead & Hunt.
- On October 4, and 11, 2021, Jviation submitted the weekly Construction Progress and Inspection Reports to the FAA and County.
- On October 12, 2021, Contractor Pay Application No. 2 was signed and distributed to the County, Jviation, and Sully-Miller.
- **Upcoming:**
 - Jviation will continue construction project coordination with the County and Sully-Miller.
 - Jviation will be on-site monitoring construction activities completed by Sully-Miller and their subcontractors.
 - The FAA flight check is scheduled for November 4, 2021.

Main 303.524.3030
Fax 303.524.3031

- Finalize Change Order No. 1 for the addition of the reinforced concrete pipe (RCP) beneath Runway 7-25 and Change Order No. 2 for memorializing the change in stabilization agents.

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

- On September 10, 2021, Jviation provided the County with an AIP Project Schedule which included dates to have the project rebid by January 22, 2022.
- On September 14, 2021, the County provided Jviation with the CATEX approval letters from the FAA.
- On September 20, 2021, Jviation submitted the scope of work for this project to the County for review.
- On September 28, 2021, the County provided review comments on the scope of work to Jviation.
- On September 29, 2021, the County and Jviation had a call to discuss the County's review comments on the scope of work.
- On October 4, 2021, Jviation submitted the updated scope of work to the County. The County sent the scope of work to the FAA for review.
- On October 4, 2021, the FAA informed the County that they did not plan for the reconstruction of Taxiway F to be part of this project.
- On October 11, 2021, the County and Jviation had a call to discuss the strategy to present to the FAA to justify the need to keep the reconstruction of Taxiway F in this project.
- **Upcoming:**
 - Conference call with the FAA, County, and Jviation to discuss the reconstruction of Taxiway F being part of this project.
 - FAA approval of the scope of work.
 - Jviation will prepare the fee for this project 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 the month of September.
- **Upcoming:**
 - The County and Jviation will update the ACIP summaries sheets ahead of the meeting with the FAA.
 - Meeting with the County, FAA, and Coffman Associated to discuss the ACIP on November 3, 2021

On-Call Services: Annual Contract for On-Call Services

- On October 7, 2021, the County provided the annual On-Call Services contract to Jviation for signature.
- On October 12, 2021, the County provided Jviation with the executed annual On-Call 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. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mr. Jon Noble, Mrs. Marisa Fluhr,
Ms. Amanda Gross – Jviation
File

8c7

**AIRPORT TENANT
PROJECT STATUS
October 20, 2021**

CAMARILLO

- Airport Properties Limited (APL) Row I plans submitted to Airport for final review and approval before County Agency permits can be issued. APL coordinating with Airport for FAA required NEPA review. CSPP and SWPPP also submitted for Airport consultation.
- CloudNine Development project construction initial grading complete. Additional permits pending.

OXNARD

- Aspen Helicopters, Inc. repaving project for the existing leasehold ramp at it's mid-field site underway.

OTHER

- None

8d

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

October 2021

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 TWYs A, E, F, and Run-up Area Pavement Marking Improvements	\$18,285		<u>Mead & Hunt</u>	TBD	TBD	TBD	TBD	75	Airport marking project at TWY A and other pavement markings due for refresh will be addressed at a later date.
5	CMA RWY Centerline and TWY Alpha Repair	TBD		<u>Jviation</u>	TBD	TBD	TBD	TBD	TBD	Jviation submitted SOW and cost proposal for design and bid process. Construction management proposal TBD after design identifies construction phasing/schedule.
3 & 5	OXR & CMA Disadvantaged Business Enterprise Program Goal Updates and Annual Reports	\$17,985		<u>Mead & Hunt</u>	N/A	8/14/18	N/A	N/A	95	CMA & OXR plans approved by FAA. Annual accomplishment reports approved by FAA.
3	OXR PFAS Supplemental Plan/Sampling & Monitoring	\$6,500 137,000		<u>Ninyo & Moore</u>	N/A	1/19/21	N/A	3/29/21	100	The CA State Water Board requires Part 139 Airports that have discharged firefighting foam to develop a work plan and perform testing. Soil sampling and report submitted to State Water Board. New order requires additional workplan and sampling/monitoring. Results of this round of sampling were submitted and the Water Board has identified additional sampling needed. Consultant provided amendment to Airport for approval.

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

See

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

October 2021

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	41	Draft forecasts for geometry study to be refreshed with the Airport Master Plan process. Drainage survey for RWY reconstruction underway to allow for 2025 planned construction.
5	TWY H Pavement Rehabilitation (Seal Coat)	\$ <u>273,576</u> \$ <u>213,351</u>		<u>Mead & Hunt Maxwell Asphalt</u>	6/25/19	<u>8/15/19</u>	<u>4/20/20</u>	TBD	100 99	Final striping complete. Closeout paperwork underway.
5	CMA System Master Plan Update	\$ <u>741,094</u>		<u>Coffman Associates</u>	N/A	<u>9/24/20</u>	<u>9/30/20</u>	TBD	41	First public workshop date held May 13, 2021. Based on workshop feedback, the master plan has been paused to address main community concerns. Certain 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.
3	OXR Airport Layout Plan Update	\$ <u>246,176</u>		<u>Coffman Assoc.</u>	N/A	<u>10/17/17</u>	N/A	<u>12/30/19</u>	100	Work complete, pending FAA review and approval. Revised draft full ALP set submitted to FAA on 7/26/21 for review and comment or approval.

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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		
3	OXR RWY & TWY Connector Transitions Reconstruction	\$12,832,636 \$12,274,001		Mead Hunt Sully-Miller Inc.	4/29/21	7/20/21	7/23/21	2/28/21	100 69	FAA provided comments to DOA 10/13/21 and are under DOA/Consultant review. Construction underway and on schedule. OXR RWY & TWY's closed August 4 th -November 4, 2021 for Phase 1 reconstruction. Schedule for Phase 2 work to groove and stripe the runway will be accomplished as night work – schedule to be announced soon.

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

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County of Ventura
 Department of Airports
 Fund: E300
 Statement of Net Assets
 As of September 30, 2021
 (Unaudited)

ASSETS

Cash	\$	16,200,700
Cash - petty cash/change fund		500
Receivables:		
Accounts receivable net of allowance for Uncollectable accounts of \$20,000		372,700
Interest receivable		23,800
Grants receivable		-
Capital assets:		
Easements		848,800
Land		9,362,500
Land improvements		48,676,400
Building & Improvements		18,399,500
Equipment		1,254,800
Vehicle		989,700
Construction in Progress		13,848,500
Accumulated depreciation		(48,636,100)
Deferred outflows related to pensions		794,800
Total assets	\$	<u><u>62,136,600</u></u>

LIABILITIES

Accounts payable	\$	2,100
Accrued liabilities		87,900
Short-term compensated absences		146,300
Due to other funds - GSA, ITS, PWA		-
Unearned revenue (prepayments)		183,200
Security deposit		771,400
Unreserved overpayments		266,800
Long-term compensated balances		74,200
Net pension liability		1,660,300
Deferred inflows related to pensions		264,500
Total liabilities	\$	<u><u>3,544,600</u></u>

NET ASSETS

Invested in capital assets net of related debt	\$	44,744,100
Unrestricted Net Assets		<u>13,847,900</u>
Total net assets		<u><u>58,592,000</u></u>
Total liabilities and net assets	\$	<u><u>62,136,600</u></u>

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

Operating Activities:

Permits	\$	6,181	
Fines and penalties		1,440	
Rents and concessions		654,678	
Percentage lease rent		84,058	
Tiedown rents		25,233	
Hangar rents		231,077	
Land rent - hangars		108,462	
Transient tiedown rents		1,978	
Landing fees		51,734	
Parking fees		1,544	
Gas & oil fuel flow percentage		86,297	
% rent-all other gross rec		576,935	
Insurance claims		-	
Hazmat collections		25,000	
Miscellaneous		16,137	
Salaries & Benefits		(808,777)	
Service & Supplies		(352,250)	
Interest Received		12,511	
Interest Paid		-	
Prepay/Security Deposit		(24,383)	
CUE tax assessment		(3,526)	
		<u> </u>	
Cash Provided by Operating Activities	\$		694,330

Investing Activities:

State and federal grant receipts		7,463	
Fixed asset sales/(purchases)		(13,500)	
Capital Expenditures		(49,755)	
		<u> </u>	
Cash Used in Investing Activities			(55,792)

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	\$	592,278	
Cash & Equivalents-Beginning of Year		<u><u>\$ 15,608,399</u></u>	
Cash & Equivalents-End of Period		<u><u>\$ 16,200,677</u></u>	

8f2

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

	Camarillo	Oxnard	Total
Revenues:			
Permits	\$ 4,900	\$ 700	\$ 5,600
Fines and penalties	1,600	2,100	3,700
Rents and concessions	656,100	66,300	722,400
Percentage lease rent	21,100	41,100	62,200
Tiedown rents	26,500	200	26,700
Hangar rents	209,300	32,600	241,900
Land rent - hangars	102,900	9,400	112,300
Transient tiedown rents	1,900	100	2,000
Landing fees	22,800	8,100	30,900
Parking fees	-	1,500	1,500
Gas & oil fuel flow percentage	80,000	13,800	93,800
% rent-all other gross rec	497,400	128,800	626,200
Miscellaneous	15,600	900	16,500
Total operating revenues	<u>\$ 1,640,100</u>	<u>\$ 305,600</u>	<u>\$ 1,945,700</u>

Expenditures:

Current:

Salaries and wages	\$ 323,100	\$ 97,400	\$ 420,500
Benefits	235,600	81,200	316,800
Admin salaries allocated to Oxnard Airport	(59,900)	59,900	-
Agricultural	-	-	-
Uniforms and clothing	800	400	1,200
Communications	15,100	2,700	17,800
Household expense	2,400	12,700	15,100
Insurance	-	-	-
Indirect county costs	-	-	-
Maintenance-equipment	6,700	900	7,600
Maintenance-building and improvements	11,400	1,000	12,400
Memberships and dues	1,100	500	1,600
Miscellaneous expense	3,100	12,400	15,500
Office expense	4,600	-	4,600
Professional and specialized services	29,700	20,900	50,600
Rents and leases - equipment	7,800	300	8,100
Small tools and equipment	-	-	-
Transportation charges	14,300	12,200	26,500
Conference and seminars	1,600	-	1,600
Utilities	14,100	9,600	23,700
Education, books and training	1,000	-	1,000
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 September 30, 2021
(Rounded to the nearest hundred)
(Unaudited)

	Camarillo	Oxnard	Total
Depreciation	241,500	231,800	473,300
Total operating expenditures	<u>\$ 857,500</u>	<u>\$ 543,900</u>	<u>\$ 1,401,400</u>
Operating income (loss)	<u>\$ 782,600</u>	<u>\$ (238,300)</u>	<u>\$ 544,300</u>
Non-operating revenues (expenses):			
State and federal grants	\$ -	\$ -	\$ -
CARES COVID-19 Grants	-	-	-
Contribution to Outside Agency	-	-	-
Gain/Loss Disposal Fixed Asset	-	-	-
Interest income	23,800	-	23,800
Insurance proceeds	-	-	-
Hazmat collections	25,000	-	25,000
Other Loan Interest Payment	-	-	-
Total non-operating revenues (expenses)	<u>48,800</u>	<u>-</u>	<u>48,800</u>
Income (loss) before transfers	831,400	(238,300)	593,100
Other financing sources (uses):			
Transfers in	-	-	-
Transfers Out	-	-	-
Operating Gain/(Loss)	<u>\$ 831,400</u>	<u>\$ (238,300)</u>	<u>\$ 593,100</u>
Operating Gain/(Loss) before Depreciation	<u>\$ 1,072,900</u>	<u>\$ (6,500)</u>	<u>\$ 1,066,400</u>

8f4

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

	Adopted Budget as of Sep 2021	Adjusted Budget as of Sep 2021	YTD Actuals & Accruals thru Sep 2021	% Variance
Revenues:				
Permits	\$ 73,611	\$ 73,611	\$ 4,900	7%
Fines and penalties	7,332	7,332	1,600	22%
Rents and concessions	2,667,395	2,667,395	656,100	25%
Percentage lease rent	113,659	113,659	21,100	19%
Tiedown rents	160,680	160,680	26,500	16%
Hangar rents	587,841	587,841	209,300	36%
Land rent - hangars	414,864	414,864	102,900	25%
Transient tiedown rents	4,464	4,464	1,900	43%
Landing fees	84,148	84,148	22,800	27%
Parking fees	-	-	-	0%
Gas & oil fuel flow percentage	230,414	230,414	80,000	35%
% rent-all other gross rec	2,010,609	2,010,609	497,400	25%
Miscellaneous	16,958	16,958	15,600	92%
Total operating revenues	<u>\$ 6,371,975</u>	<u>\$ 6,371,975</u>	<u>\$ 1,640,100</u>	<u>26%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 1,816,536	\$ 1,816,536	\$ 323,100	18%
Benefits	1,239,600	1,239,600	235,600	19%
Admin Salary allocated to Oxnard Airport	(342,460)	(342,460)	(59,900)	17%
Agricultural	36,380	36,380	-	0%
Uniforms and clothing	15,040	15,040	800	5%
Communications	46,471	46,471	15,100	32%
Household expense	30,220	30,220	2,400	8%
Insurance	48,632	48,632	-	0%
Indirect county costs	49,736	49,736	-	0%
Maintenance-equipment	86,000	86,000	6,700	8%
Maintenance-building and improvements	481,410	217,886	11,400	5%
Medical	380	380	-	0%
Memberships and dues	8,999	8,999	1,100	12%
Miscellaneous	28,383	32,645	3,100	9%
Office expense	46,968	46,968	4,600	10%
Professional and specialized services	717,392	950,086	29,700	3%
Rents and leases - equipment	30,800	38,460	7,800	20%
Small tools and equipment	26,077	26,077	-	0%
Transportation charges	100,727	100,727	14,300	14%
Conference and seminars	54,650	54,650	1,600	3%
Utilities	226,700	226,700	14,100	6%
Education, books and training	17,310	17,310	1,000	6%
Taxes and licenses	6,355	6,355	3,500	55%
Bad debts	20,000	20,000	-	0%
Depreciation	928,772	928,772	241,500	26%
Total operating expenditures	<u>\$ 5,721,078</u>	<u>\$ 5,702,170</u>	<u>\$ 857,500</u>	<u>15%</u>
Operating income (loss)	<u>\$ 650,897</u>	<u>\$ 669,805</u>	<u>\$ 782,600</u>	<u>117%</u>

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

	Adopted Budget as of Sep 2021	Adjusted Budget as of Sep 2021	YTD Actuals & Accruals thru Sep 2021	% Variance
Non-operating revenues (expenses):				
State and federal grants	\$ -	\$ -	\$ -	
Contribution to Outside Agency	(5,000)	(5,000)	-	
Gain/Loss Disposal Fixed Asset	-	-	-	
Interest income	123,945	123,945	23,800	19%
Interest expense	-	-	-	
Hazmat collections	-	-	25,000	
Other loan payments	-	-	-	
Total non-operating revenues (expenses)	118,945	118,945	48,800	41%
Income (loss) before transfers	769,842	788,750	831,400	105%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	\$ 769,842	\$ 788,750	\$ 831,400	105%
Operating Gain/(Loss) before Depreciation	\$ 1,698,614	\$ 1,717,522	\$ 1,072,900	62%

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

	Adopted Budget as of Sep 2021	Adjusted Budget as of Sep 2021	YTD Actuals & Accruals thru Sep 2021	% Variance
Revenues:				
Permits	\$ 2,988	\$ 2,988	\$ 700	23%
Fines and penalties	5,088	5,088	2,100	41%
Rents and concessions	289,927	289,927	66,300	23%
Percentage lease rent	62,342	62,342	41,100	66%
Tiedown rents	2,954	2,954	200	7%
Hangar rents	242,694	242,694	32,600	13%
Land rent - hangars	82,260	82,260	9,400	11%
Transient tiedown rents	242	242	100	41%
Landing fees	17,033	17,033	8,100	48%
Parking fees	16,308	16,308	1,500	9%
Gas & oil fuel flow percentage	43,640	43,640	13,800	32%
% rent-all other gross rec	394,379	394,379	128,800	33%
Miscellaneous	2,880	2,880	900	31%
Total operating revenues	<u>\$ 1,162,735</u>	<u>\$ 1,162,735</u>	<u>\$ 305,600</u>	<u>26%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 458,770	\$ 458,770	\$ 97,400	21%
Benefits	379,257	379,257	81,200	21%
Admin salaries allocated from Camarillo Airport	332,460	332,460	59,900	18%
Agricultural	3,080	3,080	-	0%
Uniforms and clothing	15,691	15,691	400	3%
Communications	10,385	10,385	2,700	26%
Household expense	46,452	46,452	12,700	27%
Insurance	9,393	9,393	-	0%
Indirect county costs	21,778	21,778	-	0%
Maintenance-equipment	63,400	63,400	900	1%
Maintenance-building and improvements	110,952	113,821	1,000	1%
Medical	650	650	-	0%
Memberships and dues	1,995	1,995	500	25%
Miscellaneous expense	26,492	47,587	12,400	26%
Office expense	7,012	7,012	-	0%
Professional and specialized services	125,025	135,742	20,900	15%
Rents and leases - equipment	7,200	7,200	300	4%
Small tools and equipment	5,068	5,068	-	0%
Transportation charges	46,607	46,607	12,200	26%
Conference and seminars	31,650	31,650	-	0%
Utilities	130,203	130,203	9,600	7%
Education, books and training	1,300	1,300	-	0%
Bad debts	15,000	15,000	-	0%
Depreciation	882,510	882,510	231,800	26%
Total operating expenditures	<u>\$ 2,732,330</u>	<u>\$ 2,767,011</u>	<u>\$ 543,900</u>	<u>20%</u>
Operating income (loss)	<u>\$ (1,569,595)</u>	<u>\$ (1,604,276)</u>	<u>\$ (238,300)</u>	<u>15%</u>

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

	Adopted Budget as of Sep 2021	Adjusted Budget as of Sep 2021	YTD Actuals & Accruals thru Sep 2021	% Variance
Non-operating revenues (expenses):				
State and federal grants	\$ -	\$ -	\$ -	
Contribution to Outside Agency	-	-	-	
Gain/Loss Disposal Fixed Asset	-	-	-	
Insurance Proceeds	-	-	-	
Other Loan Interest Payment	-	-	-	
Total non-operating revenues (expenses)	-	-	-	
Income (loss) before transfers	(1,569,595)	(1,604,276)	(238,300)	15%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	\$ (1,569,595)	\$ (1,604,276)	\$ (238,300)	15%
Operating Gain/(Loss) before Depreciation	\$ (687,085)	\$ (721,766)	\$ (6,500)	-1%

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**DEPARTMENT OF AIRPORTS
2021 MEETING SCHEDULES**

AAC/CAA/OAA

AVIATION ADVISORY COMMISSION	CAMARILLO & OXNARD AUTHORITIES
January 11	January 14
February 11	February 11
March 1	March 11
April 5	April 8
May 10 (CANCELED)	May 13 (CANCELED)
June 7	June 10
July 7 (DUE TO HOLIDAY)	July 8
August 2 (CANCELED)	August 12 (CANCELED)
September 9 @ 5:00 p.m. (DUE TO HOLIDAY)	September 9
October 4	October 14
November 1	November 1 @ 5:00 p.m. (DUE TO HOLIDAY)
December 6	December 9

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.

The Camarillo & Oxnard Airport Authorities meet jointly on the second Thursday of the month (exceptions are noted above in green highlight) 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.

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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

October 20, 2021

Dave Klotzle, Director of Public Works
City of Camarillo
601 Carmen Drive
Camarillo, CA 93010

Subject: Transfer of historical water use from 500 Eubanks Street to RKR, Inc. (CloudNine Project) located at 111, 113, 115, and 117 Las Posas Rd, Camarillo, CA 93010


Mr. Klotzle,

A building owned by the County of Ventura located at Camarillo Airport, 500 Eubanks Street, Camarillo, was demolished in October 2017. The demolished building had a historical 10-year average annual water use of 6.678 AFY. A portion (0.76 AFY) of the historic potable water use was transferred to the Airport's N.E. Hangar Project – Phase I when it received water improvements engineering approval in 2019. Thus, the County of Ventura retains a water demand offset balance of 5.918 AFY.

The County of Ventura Department of Airports authorizes the transfer of 1.43 AFY of its balance to RKR, Inc. for offsetting water demand at the subject project site. Following the transfer, the resulting County of Ventura Department of Airports water demand offset balance will be 4.488 AFY.

Through an amendment to its lease, RKR, Inc. has agreed to make qualifying improvements within the City of Camarillo to offset a total of 2.15 AFY within the following 24 months. At that time, the City of Camarillo will be asked to recognize the transfer of 2.15 AFY water demand offset from RKR, Inc. to the County of Ventura Department of Airports. The water transfer satisfies the water demand offset as required by City of Camarillo's Municipal Code Ordinance (Chapter 14.12).

If you have any questions regarding this transfer, please call me at (805) 388-4201.


DAVE NAFIE, C.M.
Interim Director of Airports

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COUNTY of VENTURA

Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
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VIA OVERNIGHT MAIL

October 21, 2021

Ms. Chelsey Battaglia
US General Services Administration – Real Property Utilization
Pacific Rim Region 9
50 United Nations Plaza
San Francisco, CA 94102-3434

RE: DHS ICE office Space, 275 Skyway Drive, Camarillo, CA 93010
GSA Control No 9-X-CA-0410-AO

Recorded Quitclaim Deed and Certificate of Acceptance

Dear Ms. Battaglia:

Attached is a Certified Copy of the Recorded Quitclaim Deed conveying the above referenced property to the County of Ventura, which includes the Certificate of Acceptance and the FAA application for Airport Surplus Property as attachments. Please note the stamped "Certified Copy" on the back of Exhibit "E" (Cercla Notice) page.

We appreciate your assistance with this property transfer as well as that of your department and Mr. David Haase, Director.

Sincerely,

Madeline Herrle
Lease Manager

Enclosure

Cc: Dave Nafie, Acting Director of Airports
Ana Castro
Tom Temple, County Counsel

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OXNARD AIRPORT

RUNWAY 7-25 RECONSTRUCTION

Date of Runway and Taxiways Reopening:

November 5, 2021 at 0700 AM

Pending FAA Flight Check approval to be performed on November 4, 2021

Upcoming Planned Night Closures of Runway 7-25:

November 8 - November 17, 2021 (2200-0700) for grooving of new asphalt pavement surface

November 30 - December 4, 2021 (2200-0700) for application of final pavement markings

PROJECT DESCRIPTION

The project consisted of the reconstruction of Runway 7-25 at the Oxnard Airport. Airport operations on Runway 7-25 and all taxiways were closed on August 4, 2021 for the construction activities. Runway 7-25 and all taxiways are planned to reopen on November 5, 2021 pending the results of the flight check by the FAA which is scheduled for November 4, 2021.

Project updates can be found on the County of Ventura Department of Airports website, www.vcairports.org.



COUNTY of VENTURA
Department of Airports



THANK YOU!

The County of Ventura Department of Airports would like to express a big thank you to all tenants and users of the Oxnard Airport for supporting this project.

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