



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 February 7, 2022 7:00 P.M.

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

IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e)(1)(A) AND IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS AND LOCAL HEALTH OFFICER RECOMMENDATION REGARDING SOCIAL DISTANCING, THE AIRPORT ADMINISTRATION CONFERENCE ROOM IS CURRENTLY CLOSED TO THE PUBLIC.

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, February 7, 2022 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 – January 3, 2022 (Regular Meeting)
January 31, 2022 (Special Meeting)**
5. **PUBLIC COMMENT PERIOD**
6. **NEW BUSINESS**

A. Subject: Selection of Chair and Vice-Chair for Calendar Year 2022

Recommendation:

Nominate and select the 2022 Chair and Vice-Chair.

B. Subject: Adoption of Resolution #7 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period

Recommendation:

Adopt the attached Resolution #7 (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.

C. Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, Amendment No. 2 to the Consulting Services Contract with Ninyo & Moore Geotechnical & Environmental Sciences Consultants for the Supplemental Per and Polyfluoroalkyl Substances Soil and Groundwater Investigation at Oxnard Airport, Raising the Total Amount of the Contract by \$201,800.57 to \$363,018.47

Recommendation:

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

Approve, and Authorize the Director of Airports Or Designee to Sign, Amendment No. 2 (Exhibit 3) to the Consulting Services Contract With Ninyo & Moore Geotechnical & Environmental Sciences Consultants (AEA 20-11) for the Supplemental Per And Polyfluoroalkyl Substances (PFAS) Soil and Groundwater Investigation at Oxnard Airport, Raising the Total Amount of the Contract By \$201,800.57 to \$363,018.47.

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 – December 2021
Monthly Noise Complaints – December 2021
Consultant Reports (Coffman Associates, Mead & Hunt) – December 2021
Consultant Reports (Aviation) – November, December 2021
Airport Tenant Project Status – January 2022
Project Status – January 2022
Financial Statements Second 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 January 19, 2022 from Michael Powers, County Executive Officer to Greg Ramirez, City of Camarillo re: the 1976 Camarillo Airport Joint Powers Agreement

Letter dated January 20, 2022 from Madeline Herrle to Garry Montanari, Michaelis, Montanari and Johnson re: Public Records Request dated January 7, 2022 – Aeroplex

Letter dated February 2, 2022 from Madeline Herrle to Jackie Rose, Director of Animal Services re: Expansion and Renovation Plans, Camarillo Airport Business Park

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

11. ADJOURNMENT

The next regular Commission meeting will be on Monday, March 7, 2022 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/84117181136?pwd=a2tqeE1KTnh3MVJYcVh1bDR0MmljUT09>

Webinar ID: 841 1718 1136
Passcode: 562203
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.





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

AVIATION ADVISORY COMMISSION

MINUTES

January 3, 2022

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Robert Trimborn, called the meeting to order at 7:02 p.m. and led the pledge of allegiance.

2. ROLL CALL

PRESENT

Robert Trimborn
Maggie Bird
Adriana Van der Graaf
Bobby Williams
Steve Weiss
Steve Tannehill

Excused (E)
Late (L)

AIRPORT STAFF

Keith Freitas, Director
Dave Nafie, Deputy Director
Madeline Herrle, Lease Manager
Ana Castro, Program Administrator

ABSENT

James Flickinger
Gary Jacobs (E)
Nanette Metz (E)

3. AGENDA REVIEW

No changes to the agenda.

4a1

4. APPROVAL OF MINUTES – December 6, 2021

Steve Weiss moved to approve the December 6, 2021 minutes and Adriana Van der Graaf seconded the motion. All 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: Selection of Chair and Vice-Chair for Calendar Year 2022

Recommendation:

Nominate and select the 2022 Chair and Vice-Chair.

Steve Weiss moved to nominate James Flickinger as Chair. All Commissioners voted in favor and the motion passed unanimously 6-0.

Robert Trimborn moved to nominate Adriana Van der Graaf as Vice-Chair. All Commissioners voted in favor and the motion passed unanimously 6-0.

2022 Seats: Mr. James Flickinger, Chair
Ms. Adriana Van der Graaf, Vice-Chair

- B. Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, the First Amendment to Lease with Kim & Bill Burr Family Trust at 65C Durley Ave., the Second Amendment to Lease with Kim & Bill Burr Family Trust at 65 A/B, Camarillo, California**

4a2

Recommendation:

Approve, and authorize the Director of Airports or his designee to sign, the attached Amendments to Lease with the Kim & Bill Burr Family Trust.

Director Keith Freitas introduced the item and stated that lease manager Madeline Herrle was available to provide additional details. Ms. Herrle explained that there are two lease amendments before the Commission. One amendment is for the property located at 65 A/B Durley Avenue in Camarillo and the other amendment is for the property located at 65C Durley Avenue in Camarillo. She described the nature of the amendments which involves shared use and maintenance of a ramp. Commissioners Steve Tannehill and Steve Weiss recommended that language be added to the lease assignment attached as Exhibit 1. Ms. Herrle clarified that the only items before the Commission are the two lease amendments attached as Exhibits 2 and 3, not the lease assignment, but added that she would take note of the Commissioner's recommendations.

Steve Weiss moved to approve staff's recommendation and Robert Trimborn seconded the motion. All Commissioners voted and the motion passed 5-1.

Yes: Robert Trimborn, Maggie Bird, Adriana Van der Graaf, Bobby Williams, Steve Tannehill

No: Steve Weiss

C. Subject: Adoption of Resolution #5 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period

Recommendation:

Adopt the attached Resolution #5 (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.

Director Keith Freitas provided a brief staff's report. Commissioner Steve Weiss recommended the motion be amended to a 35-day period. Additionally, Mr. Weiss requested that staff report back with the fiscal impact to the County when additional meetings are needed to adopt these resolutions. A discussion took place about approving a 35-day period versus a 30-day period, and whether such an action would violate the Brown Act due to the fact that state law calls for a review of these resolutions by legislative bodies every 30 days. Director Freitas shared that as it currently stands, the County of Ventura Board of Supervisors will not do a blanket approval of these

resolutions to cover all affected bodies in the County. Mr. Freitas also confirmed that the 30-day period is not negotiable due to state law.

Steve Tannehill moved to approve staff's recommendation and Robert Trimborn seconded the motion. All Commissioners voted and the motion passed 5-1.

Yes: Robert Trimborn, Maggie Bird, Adriana Van der Graaf, Bobby Williams, Steve Tannehill

No: Steve Weiss

7. DIRECTOR'S REPORT

Director Keith Freitas shared that the department hosted a noise forum on December 16, 2021. Mr. Freitas added that there were 15 attendees which included community members from the neighborhood councils, air traffic control staff, local elected officials, flight school operators, and airport staff. Airport staff has a list of items to look into that were requested by community members. Additionally, Mr. Freitas shared three items that airport staff is working on to help address noise concerns; the items included hiring a community relations staff member, installation and use of new air traffic technology, and submission for a grant from the Federal Aviation Administration in the amount of \$525,000 for each airport to have a Part 150 noise study.

Regarding the private hangar lease, Mr. Freitas shared that he had discussions with Scott Barer, president of the Camarillo Oxnard Hangar Owners and Tenants Association (COHOTA), and that County Counsel continues to work with COHOTA's counsel. Mr. Freitas expects to bring forth the final lease to this Commission at the February meeting. Regarding the Joint Powers Agreement, the airport continues to have favorable discussions with the City of Camarillo and Mr. Freitas will report back with significant milestones as they come about.

Mr. Freitas mentioned that the city of Port Hueneme is in need of space to store containers and trailers to help alleviate the backlog that ports on the west coast are experiencing. He and lease manager Madeline Herrle are working with the city to see if the airport has property near Oxnard Airport that can be used for storage. Director Freitas shared that the Commission has a vacant position and provided a link where interested applicants can apply for the position. Commission members said farewells to Commissioner Bruce Hamous. Mr. Freitas then recognized long-term airport tenant and aviation enthusiast, John Slais, who recently passed away. Finally, Director Freitas requested that deputy director, Dave Nafie, share information requested by the

Commission during a previous meeting regarding touch and go operations at each airport. Mr. Nafie also provided information about aircraft incidents.

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 – October, November 2021
Monthly Noise Complaints – October, November 2021
Consultant Reports (Coffman Associates, Mead & Hunt) – November 2021
Consultant Reports (Jviation) – November, December 2021
Airport Tenant Project Status – December 2021
Project Status – December 2021
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.

Article dated December 27, 2021 re: acquisition of AVEX located at Camarillo Airport

Correspondence was received and filed.

10. COMMISSION COMMENTS

Commissioner Steve Weiss provided comments about the Teal Club Road project. He shared that the project appears to be going forward with approximately 1,000 residential homes situated alongside the runway at Oxnard Airport. Mr. Weiss suggested that the Department of Airports get the word out that there will be flyovers and noise. Commissioner Adriana Van der Graaf suggested that people who buy houses next to the airport be required to sign and acknowledge that they are aware there will be noise

from the airport and planes. Commissioner Steve Tannehill expressed environmental concerns about the development and exposure to lead coming from leaded fuel used in piston airplanes.

11. ADJOURNMENT

Bobby Williams moved to adjourn the meeting and Steve Weiss seconded the motion.

There being no further business, the January 3, 2022 meeting of the Aviation Advisory Commission was adjourned at 8:10 p.m.

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



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

AVIATION ADVISORY COMMISSION

SPECIAL MEETING

MINUTES

January 31, 2022

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Vice-Chair, Adriana Van der Graaf, called the meeting to order at 7:00 p.m. The Commission could not immediately conduct business due to a lack of quorum. The Commission obtained a quorum at 7:18 p.m. at which point, Chair James Flickinger, led the pledge of allegiance and followed the agenda.

2. ROLL CALL

PRESENT

James Flickinger
Adriana Van der Graaf
Maggie Bird
Bobby Williams
Robert Trimborn

Excused (E)
Late (L)

AIRPORT STAFF

Keith Freitas, Director
Dave Nafie, Deputy Director
Ana Castro, Program Administrator

ABSENT

Steve Weiss (E)
Nanette Metz (E)
Steve Tannehill (E)
Gary Jacobs (E)

3. AGENDA REVIEW

No changes to the agenda.

4. NEW BUSINESS

A. Subject: Adoption of Resolution #6 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period

Recommendation:

Adopt the attached Resolution #6 (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.

Robert Trimborn moved to approve staff's recommendation and Adriana Van der Graaf seconded the motion. All Commissioners voted in favor and the motion passed unanimously 5-0.

5. ADJOURNMENT

Maggie Bird moved to adjourn the meeting and Robert Trimborn seconded the motion.

There being no further business, the January 31, 2022 special meeting of the Aviation Advisory Commission was adjourned at 7:24 p.m.

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



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

February 7, 2022

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

Subject: Selection of Chair and Vice-Chair for Calendar Year 2022

Recommendation:

Nominate and select the 2022 Chair and Vice-Chair.

Discussion:

During the regular meeting of the Aviation Advisory Commission that took place on January 3, 2022, your Commission selected James Flickinger to serve as Chair and Adriana Van der Graaf to serve as Vice-Chair. Mr. Flickinger advised that he is unable to serve as Chair of the Commission. To that end, airport staff has agendized the matter of selecting a new Chair and Vice-Chair.

As a reminder, Article 7 of the Commission bylaws states in part, "The Commission shall select from its membership a Chair, and a Vice-Chair. Each shall serve for one calendar year beginning on the first meeting in January."

It is recommended that your Commission take action at this meeting to select those officers who will oversee and direct Commission functions for the remainder of 2022.

If you have any questions regarding this item, please call me at (805) 388-4200.

KEITH FREITAS, A.A.E., C.A.E.
Director of Airports

6a



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

February 7, 2022

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

Subject: Adoption of Resolution #7 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period

Recommendation:

Adopt the attached Resolution #7 (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).)

661

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 November 15, 2021. Dr. Levin's recommendation states in part, "I continue to recommend that physical/social distancing measures 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 in 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 #7, that if adopted, authorizes your Commission to meet remotely for a 30-day period. Additionally, if Resolution #7 is approved, the regular meeting of the Commission scheduled for Monday, March 7, 2022 at 7:00 p.m. would be held remotely.

If you have any questions regarding this item, please call me at (805) 388-4200.



KEITH FREITAS, A.A.E., C.A.E.
Director of Airports

Attachment:

Exhibit 1 – Resolution #7

662

**RESOLUTION #7 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 and November 15, 2021, Dr. Robert Levin, Ventura County Health Officer, issued recommendations 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, on October 4, 2021, November 1, 2021, November 15, 2021, December 6, 2021, January 3, 2022, and January 31, 2022, the Commission considered the circumstances of the State of Emergency and Dr. Levin's Recommendation to Promote Social Distancing and resolved to continue remote teleconference meetings for thirty days;

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 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) March 9, 2022, 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 _____, 2022.

Chair
Aviation Advisory Commission



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

February 7, 2022

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

Subject: Approval of, and Authorization for the Director of Airports or Designee to Sign, Amendment No. 2 to the Consulting Services Contract with Ninyo & Moore Geotechnical & Environmental Sciences Consultants for the Supplemental Per and Polyfluoroalkyl Substances Soil and Groundwater Investigation at Oxnard Airport, Raising the Total Amount of the Contract by \$201,800.57 to \$363,018.47

Recommendation:

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

Approve, and Authorize the Director of Airports Or Designee to Sign, Amendment No. 2 (Exhibit 3) to the Consulting Services Contract With Ninyo & Moore Geotechnical & Environmental Sciences Consultants (AEA 20-11) for the Supplemental Per And Polyfluoroalkyl Substances (PFAS) Soil and Groundwater Investigation at Oxnard Airport, Raising the Total Amount of the Contract By \$201,800.57 to \$363,018.47.

Fiscal/Mandates Impact:

Mandatory: *No*

Source of funding: *Department of Airports Enterprise Fund (AEF)*

Funding match required: *None*

Impact on other departments: *None – No impact on General Fund*

Summary of Revenues and Costs

	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Revenue:	\$ 0	\$ 0
Direct Costs:	<u>\$ 201,800.57</u>	<u>\$ 0</u>
Net Costs – Airport Enterprise Fund	<u>\$ 201,800.57</u>	<u>\$ 0</u>

6c1

Current Fiscal Year Budget Projection:

FY 2021-22 Budget Projection for Oxnard Administration – Division 5000 Unit 5021				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$1,342,624	\$1,364,425	\$1,469,719	\$(105,294)
Revenue	790,288	790,288	864,072	73,784
Net Cost	\$ 552,336	\$ 574,137	\$ 605,647	\$ (31,510)

Revenue and appropriations are included in the FY 2021-22 Adopted Budget.

Discussion:

PFAS is a required component of the firefighting foam mandated by the Federal Aviation Administration (FAA) at airports certificated for scheduled passenger service under Federal Aviation Regulation (FAR) Part 139, including Oxnard Airport. FAA also mandates annual testing of the foam proportioning equipment on fire trucks. PFAS foam has been used at Oxnard Airport, as required by FAR Part 139.

In 2019 the Los Angeles Regional Water Quality Control Board (LARWQCB) directed the Department of Airports (DOA) to investigate the presence and extent of PFAS in soil and groundwater at the Oxnard Airport. DOA entered into a consulting-services agreement with Ninyo & Moore Geotechnical & Environmental Sciences Consultants (Ninyo & Moore) to assist with the LARWQCB-required investigation. Following submittal of the final investigation report, DOA closed the project.

In 2020, LARWQCB mandated supplemental investigation to determine the extent of PFAS to a limit of non-detection. DOA again contracted with Ninyo & Moore to conduct the investigation, which is the subject contract to be amended today (Exhibit 1). This contract has already been amended once to account for increased costs (Exhibit 2). But, based on evidence that PFAS was still present in several locations, LARWQCB again required further investigation.

Ninyo & Moore's proposal for the additional investigation will raise the total amount of the contract by \$201,800.57, to \$363,018.47, requiring the contract to again be amended. Because this amount now exceeds the Director of Airports' contracting authority, the Board's approval of Amendment No. 2 (Exhibit 3) is required.

If you have any questions regarding this item, please call Dave Nafie at 388-4201, or me at 388-4200.



KEITH FREITAS, A.A.E., C.A.E.
Director of Airports

602

Attachments:

- Exhibit 1 – Agreement with Ninyo & Moore (AEA 20-11)
- Exhibit 2 – Amendment No. 1 to agreement with Ninyo & Moore (AEA 20-11)
- Exhibit 3 – Amendment No. 2 to agreement with Ninyo & Moore (AEA 20-11)

CONSULTING SERVICES CONTRACT
AEA No. 20-11
OXNARD AIRPORT – PFAS SUPPLEMENTAL WORKPLAN INVESTIGATION

This is a Contract, made and entered into this ^{19th} day of January ²⁰, 2021, by and between the County of Ventura, hereinafter referred to as COUNTY, and Ninyo & Moore, 355 South Grand Avenue, Ste. 2450, Los Angeles, CA 90071, hereinafter referred to as CONSULTANT.

This Contract shall be administered for the COUNTY by the COUNTY's Department of Airports. Claims, disputes, or complaints to the COUNTY under this contract must be addressed to the Projects Coordinator located at 555 Airport Way, Suite B, Ventura, CA 93010 by certified mail return receipt requested. This Contract constitutes the entire agreement between the parties regarding its subject matter and supersedes all previous and contemporaneous agreements, understandings and negotiations regarding the subject matter of this Contract. No modification, waiver, amendment or discharge of this Contract is valid unless the same is in writing and signed by duly authorized representatives of both parties.

The parties hereto agree as follows:

1. COUNTY hereby retains CONSULTANT to perform services as provided in the "Scope of Work and Services", attached hereto as "Exhibit A", and the "County of Ventura, Public Works Agency, Consultant's Guide to Ventura County Procedures" as amended, which is on file with the County of Ventura, Public Works Agency, and which by reference is made a part hereof. This Contract shall take precedence over the Guide in case of conflicting provisions, otherwise they shall be interpreted together.
2. All work under this Contract, and any portion thereof separately identified, shall be completed within the time provided in the "Time Schedule", attached hereto as "Exhibit B". COUNTY shall issue a suspension of the contract time whenever CONSULTANT is delayed by action or inaction of COUNTY and CONSULTANT promptly notifies COUNTY of such delays.
3. Payment shall be made monthly, within 30 days from when the COUNTY receives an invoice along with a COUNTY claim form, or 10 days from when the Auditor-Controller's office receives the invoice and COUNTY claim form, in accordance with the "Fees and Payment", attached hereto as "Exhibit C".
4. COUNTY or any duly authorized representative shall have the right to review the work being performed by CONSULTANT under this Contract at any time during COUNTY's usual working hours. A review of the work in progress shall not relieve the CONSULTANT of responsibility for the accuracy and completeness of the work performed under this Contract.
5. This Contract is for the professional services of CONSULTANT and is non-assignable by CONSULTANT without prior consent by COUNTY in writing except that CONSULTANT may assign money due or which will accrue to CONSULTANT under this Contract. If given written notice, COUNTY will recognize such assignment to the extent permitted by law, but any assignment of money shall be subject to all proper setoffs and withholdings in favor of the COUNTY and to all deductions provided for in this Contract. All money withheld, whether assigned or not, shall be subject to being used by COUNTY for completion of the work, should the Contract be in default. Such professional services shall be actually performed by, or shall be immediately supervised by a Vice President of CONSULTANT.

EXHIBIT 1

6c4

In performing these professional services, CONSULTANT is an independent contractor and is not acting as an agent or employee of COUNTY.

6. COUNTY retains the right to terminate this Contract for any reason prior to completion by notifying CONSULTANT in writing, and by paying charges accumulated prior to such termination. Such charges shall be limited to the maximum fee specified in "Exhibit C" for completion of any separately identified phase of the work which, at the time of termination, has been started by request of COUNTY.
7. On completion or termination of Contract, COUNTY shall be entitled to immediate possession of, and CONSULTANT shall furnish on request, all computations, plans, correspondence and other pertinent data gathered or computed by CONSULTANT for this particular project prior to any termination. No documents prepared pursuant to this Contract or any modifications thereof shall be copyrighted by CONSULTANT or by COUNTY. CONSULTANT may retain copies of said original documents for CONSULTANT's files.
8. CONSULTANT owes COUNTY an undivided duty of loyalty in performing the services under this contract. During the term of this agreement CONSULTANT shall not employ or compensate personnel currently employed by COUNTY.

CONSULTANT shall promptly inform COUNTY of any contract, arrangement, or interest that CONSULTANT may enter into or have (other than this Contract) related to the COUNTY's subject project. This includes contracts and arrangements with manufacturers, suppliers, contractors or other third parties which possess or seek to obtain a financial interest related to the COUNTY's subject project. In performing services under this Contract, CONSULTANT acknowledges that it may be subject to laws addressing financial conflicts of interest such as the Political Reform Act ("Act"), Government Code section 81000 et seq.

CONSULTANT shall comply with financial disclosure requirements under the Act as directed by COUNTY, and shall not engage in activities that may constitute a conflict of interest under applicable law.

9. CONSULTANT shall defend, indemnify and hold harmless COUNTY, including the COUNTY's boards, agencies, departments, officers, employees and agents (collectively "Indemnitee"), against any and all claims, lawsuits, judgments, debts, demands or liabilities that arise out of, pertain to, or relate to the CONSULTANT's negligence, recklessness or willful misconduct in the performance of this Contract.
10. Insurance Requirements
 - a. Without limiting CONSULTANT's duty to indemnify and defend COUNTY as required herein, CONSULTANT shall, at CONSULTANT'S sole cost and expense and throughout the term of this Contract and any extensions thereof, carry one or more insurance policies that provide the following minimum coverage:
 - 1) Commercial General Liability insurance shall provide a minimum of \$1,000,000 coverage for each occurrence and \$2,000,000 aggregate coverage.
 - 2) Automobile Liability insurance shall provide a minimum of either a combined single limit of \$300,000 for each accident or all of the following: \$100,000 bodily injury per person, \$300,000 bodily injury per accident and \$50,000 property damage
 - 3) Worker's Compensation insurance in full compliance with California law for all employees of CONSULTANT in the minimum amount of \$500,000.
 - 4) Professional Liability (Errors and Omissions) insurance shall provide a minimum of \$1,000,000 coverage for each occurrence or \$2,000,000 in annual aggregate coverage.

b. CONSULTANT shall notify COUNTY immediately if the CONSULTANT'S general aggregate of insurance is exceeded by valid litigated claims and purchase additional levels of insurance to maintain the above stated requirements. Each type of insurance mentioned herein shall be written by a financially responsible company or companies authorized to do business in the State of California. CONSULTANT agrees to provide COUNTY with copies of certificates of all policies written and each shall contain an endorsement that they are not subject to cancellation without 30 days prior written notice being given to COUNTY by the insurance company or companies writing such insurance. CONSULTANT agrees to name County of Ventura and its officials employees and agents as additional insured ("Additional Insureds") on CONSULTANT'S general and automobile liability insurance policies.

All required insurance shall be primary coverage as respects the Additional Insureds, and any insurance or self insurance maintained by the Additional Insureds shall be in excess of CONSULTANT'S insurance coverage and shall not contribute to it. CONSULTANT agrees to waive all rights of subrogation against the Additional Insureds for losses arising directly or indirectly from the activities or work performed by CONSULTANT hereunder.

c. Notwithstanding subparagraph 13.a., if the Professional Liability coverage is "claims made", CONSULTANT must, for a period of five (5) years after the date when Contract is terminated, completed or non-renewed, maintain insurance with a retroactive date that is on or before the start date of contract services or purchase an extended reporting period endorsement (tail coverage). COUNTY may withhold final payments due until satisfactory evidence of the tail coverage is provided by CONSULTANT to COUNTY,

11. CONSULTANT shall sign and comply with the statement as set forth in "Exhibit D" hereto. Where the word Contractor is used in "Exhibit D" it shall mean "CONSULTANT".

12. Disputes arising under or related to the performance of the Contract shall be resolved by arbitration unless the COUNTY and the CONSULTANT agree in writing, after the dispute has arisen, to waive arbitration and to have the claim or dispute litigated in a court of competent jurisdiction. Arbitration shall be pursuant to Article 7.1 (commencing with Section 10240) of Chapter 1 of Part 2 of the Public Contract Code and implementing regulations at Chapter 4 (commencing with Section 1300) of Division 2 of Title 1 of the California Code of Regulations.

The arbitration decision shall be decided under and in accordance with California law, supported by substantial evidence and, in writing, contain the basis for the decision, findings of fact, and conclusions of law.

Arbitration shall be initiated by a Complaint in Arbitration made in compliance with the requirements of section 1300 et seq. of Title 1 of the California Code of Regulations.

Where an election is made by either party to use the Simplified Claims Procedure provided under Sections 1340 – 1346 of Title 1 of the California Code of Regulations, the parties may mutually agree to waive representation by Counsel.

Prior to filing a Complaint in Arbitration, the CONSULTANT shall exhaust his administrative remedies by attempting to resolve his dispute with COUNTY'S staff in the following sequence:

Project Coordinator
Director of Airports (Director)

6c6

CONSULTANT shall initiate the administrative review process no later than thirty (30) days after the dispute has arisen by submitting a written statement describing the dispute and request for relief, along with supporting argument and evidence, to the Project Coordinator. CONSULTANT may appeal the Project Coordinator's decision in writing to the Director not later than seven (7) days after receipt of the Project Coordinator's decision. The Project Coordinator's and Director's decision shall be in writing. The Director's decision shall be the final decision.

CONSULTANT: NINYO & MOORE

Taxpayer No.: 33-0269828

Dated: 01/19/2021



Anthony Lizzi/Principal


Print Name and Title

Dated: _____

Print Name and Title

COUNTY: County of Ventura

Dated: 1/19/2021



for Kip Turner, Director of Airports

EXHIBIT A

Scope of Services

Supplemental Per- and Polyfluoroalkyl Substances (PFAS) Soil and Groundwater Investigation

At Oxnard Airport

PROJECT DESCRIPTION

The County of Ventura (COUNTY) intends to perform Supplemental Per- and Polyfluoroalkyl Substances (PFAS) Soil and Groundwater Investigation as outlined in the following documents:

Ninyo & Moore, 2020, Supplemental PFAS Investigation Work Plan, Oxnard Airport (OXR), 2889 West 5th Street, Oxnard, California, dated August 21

Los Angeles Regional Water Quality Control Board, 2020, Review of Supplemental Per- and Polyfluoroalkyl Substances Investigation Work Plan Pursuant to California Water Code Section 13267 Order R4-0072, dated December 28

Los Angeles Regional Water Quality Control Board, 2020, Requirement for Technical Reports Pursuant to California Water Code Section 13267 Order No. R4- 2020-0072, dated June 22

BACKGROUND

The CONSULTANT will implement the referenced work plan for the Oxnard Airport (OXR) as approved by the Los Angeles Regional Water Quality Control Board (LARWQCB). The work plan was prepared in response to the California State Water Resources Control Board's (SWRCB) Order WQ 2019-0005-DWQ, dated March 20, 2019, and May 9, 2019, and California Water Code Section 13267 Order No. R4-2020-0072 requiring Oxnard Airport to completely delineate the presence of PFAS in soil and groundwater, and the subsequent LARWQCB Investigative Order, dated June 22, 2020, in response to the March 2020 PFAS Investigation Report submitted by Ninyo & Moore. The supplemental work plan was prepared to further evaluate and delineate PFAS detections in site in soil and groundwater, address data gaps presented in March 2020 PFAS Investigation Report and comply with the LARWQCB Order No. R4- 2020-0072. The supplemental investigation work plan was approved by LARWQCB in their letter dated December 28, 2020.

BASIC SERVICES

The CONSULTANT will perform the following scope of services:

- Perform project coordination and management.
- Conduct a project kick-off teleconference meeting with the County to discuss schedule and access.
- Obtain groundwater well installation permits from City of Oxnard.
- A site-specific health and safety plan will be updated.

- Mark sampling locations and notify Underground Service Alert at least three business days in advance of subsurface disturbances.
- Core and/or saw-cutting the concrete pavement at each of the proposed soil boring/monitoring well sampling locations where necessary.
- Advance 19 borings to up to 5 feet below ground surface (bgs), and four borings up to 30 feet bgs for a total of 23 borings. The 5-foot borings will be advanced via hand auger and the 30-foot borings will be advanced using a CME-95 hollow stem auger (HSA) drilling rig. Soil samples using the HSA drill rig will be collected using a split-spoon stainless steel sampler.
- A lithological description of the materials encountered and collected will be maintained on boring logs compiled by the field geologist and reviewed by a Professional Geologist (PG). The field geologist will perform all field work under the supervision of the PG designated for the Site. Soils will be classified by the Unified Soil Classification System, and descriptions will include soil type, particle size and distribution, color, moisture content, and evidence of contamination (discoloration, unusual odors, etc.)
- During the soil sampling, a MiniRae photo-ionization detector (PID) will be used to monitor the presence and level of organic vapors in the borings and to screen soil samples where soil matrix is being analyzed. The PID results will be used to aid in site health and safety by determining an upgrade in personal protective equipment from Level D to Level C (use of half face respirators) while performing well installation and sampling.
- Soil samples will be collected as follows:

Area of Concern	Boring IDs	Sample Depths
Area 1	A1-B25 to A1-B27 MW-A1	1- and 5-foot 1-, 5-, 10-, 15-, and 20-foot
Area 2	A2-B28	1- and 5-foot
Area 3	A3-B29 to A3-B32 MW-A3	1- and 5-foot 1-, 5-, 10-, 15-, and 20-foot
Area 4	A4-B33 to A4-B36 MW-A4	1- and 5-foot 1-, 5-, 10-, 15-, and 20-foot
Area 5	A5-B37 to A5-B40 MW-A5	1- and 5-foot 1-, 5-, 10-, 15-, and 20-foot
Oil/Water Separator	OW-B41 to OW-B43	1- and 5-foot

- Up to 56 primary soil samples and 10 duplicate soil samples will be collected and 24 primary soil samples and 10 duplicates will be analyzed for PFAS via United States Environmental Protection Agency (EPA) Method LC/MS/MS Method 537 Modified using a reporting limit of 1 parts per trillion (ppt).
- Install four new groundwater monitoring wells, MW-A1, MW-A3, MW-A4, and MW-A5 to a depth of approximately 30 feet bgs. The screen interval will be from 10 to 30 feet bgs. Final depth and screen interval will be determined based on-site geology and first encountered groundwater. The groundwater monitoring well will be completed in accordance with California Well Standards (California Department of Water Resources, Bulletin No. 74-90), and the City of Oxnard well installation permit requirements. A California PG will supervise the construction and completion

6c9

of the monitoring wells.

- The groundwater monitoring wells will be constructed using the same specification and design construction and will consist of 2-inch diameter wells. All wells will be screened per the lithology and profile data identified in previous borings. The 2-inch diameter Schedule 40 PVC blank casings will be emplaced from the top of the slotted casings to near ground surface. The well casings will be secured slightly above and suspended from the bottom of each boring with a flush-threaded PVC end cap, and on the surface with a locking well cap. The annular space around the PVC casings will be sand packed with washed #2/16 sand from near the bottom of well screen to a minimum of 2 feet above the top of each screened interval section. Approximately one foot of dry bentonite chips will be placed on top of the filter pack to prevent infiltration through the filter pack. During monitoring well installation, the filter pack will be surged using the HSA rig to insure no bridging or voids will be present before placement of the hydrated bentonite seal at well location.
- A hydrated bentonite seal will be placed on top of the dry bentonite chips, with the remaining well annulus filled with hydrated volclay grout to approximately 1-foot bgs. A flush mounted traffic rated well box will be set in concrete to complete well construction. The well casing will be secured using a locking-type cap and will be locked to prevent tampering.
- Groundwater wells will be developed by the drilling subcontractor using surge block and pumping methods at least 48-hours after the wells have been installed. Well development water will be accumulated into drums and stored along with the soil cuttings and decontamination water pending analysis and disposal.
- Prior to sampling and following well development activities, each well will be gauged to determine the total well depth, static depth to water, and the water column length.
- Groundwater will be sampled from existing monitoring well MW-17B and new installed monitoring wells MW-A1, MW-A3, MW-A4, and MW-A5 using a peristaltic pump with dedicated PFAS-free high-density polyethylene tubing or dedicated hand bailers depending on the well depths.
- Up to five primary groundwater samples and one duplicate groundwater sample will be collected and analyzed for:

Analytical Method	Reporting Limits
LC/MS/MS Method 537 Modified (PFAS)	LC/MS/MS Method 537 Modified (PFAS) – 2 to 4 ppt
SM 2540C (Total Dissolved Solids)	SM 2540C (Total Dissolved Solids) – 10 mg/l
EPA 300.0 (Chloride)	EPA 300.0 (Chloride) – 1 mg/l
SM 2320B (Carbonate)	SM 2320B (Carbonate) – 5 mg/l
SM 2320B (Bicarbonate)	SM 2320B (Bicarbonate) – 5 mg/l
EPA 300.0 (Nitrate-Nitrogen)	EPA 300.0 (Nitrate-Nitrogen) – 0.1 mg/l
EPA 300.0 (Sulfate)	EPA 300.0 (Sulfate) – 1 mg/l

Notes:

EPA – United States Environmental Protection Agency
 LC – liquid chromatography
 mg/l – milligrams per liter
 MS – mass spectrometry
 PFAS – Per- and Polyfluoroalkyl Substances
 ppt – parts per trillion
 RWQCB – Regional Water Quality Control Board

- One equipment blank per piece of equipment used, per day will be collected and submitted to the laboratory for analysis.

6c10

- One trip blank per cooler containing PFAS samples will be analyzed for PFAS.
- One field blank per day will be collected and analyzed for PFAS.
- Pursuant to LARWQCB's work plan review comment to consider additional analyses, such as the total oxidizable precursor (TOP) assay, the two upgradient groundwater wells, MW-A3 and MW-A4, will each have one sample collected for TOP assay analysis via EPA Method 537M to assess whether PFAS precursors may be migrating onto the site from off site sources.
- A State of California licensed surveyor will survey the four new groundwater monitoring wells and 19 soil boring locations and provide the x, y and z values in the form of GeoTracker, all within the requirements of the State Water Quality Control Board, GeoTracker guidelines. The wells and borings will be surveyed for horizontal and vertical location and referenced to a known Ventura County benchmark to mean sea level (MSL). Vertical elevations for the wells will be surveyed at three points: (1) the top of the monitoring well vault; (2) the top of the well casing or surrounding port; and (3) the ground surface. Vertical elevations for the borings will be surveyed at the ground surface. The survey data of the wells will be used to calculate the groundwater well elevations, in feet above MSL, the average hydraulic gradient (ft/ft) and the apparent groundwater flow direction beneath the Site. The well location will be surveyed to less than 1.0-foot horizontal accuracy and the vertical elevations of the top of casing will be determined within 0.01 foot accuracy.
- The Investigation Derived Wastes (IDWs) (soil cuttings, purged groundwater, and decontamination water) will be stored in six labeled 55-gallon DOT approved steel drums. The IDWs of each drum will be recorded on a drum control data sheet. Each drum will be labeled with the date of accumulation, contents, and whom to contact in an emergency. Following receipt and review of the laboratory analytical data, the drums will be removed for proper disposal at an approved facility only after Client has reviewed and approved the analytical results and manifest forms.
- After evaluating the analytical data, Ninyo & Moore will meet with the County via teleconference to discuss the findings and recommendations. After discussing the results with the County, per the Water Board Order, Ninyo & Moore will coordinate and host a teleconference with the Water Board and the County to discuss the preliminary results and whether additional site investigation or analyses are necessary.
- Prepare and submit a PFAS Soil and Groundwater Investigation report documenting the results of the overall supplemental investigation to LARWQCB. The report will be prepared according to the guidance outlined in Order WQ 2019-0005-DWQ and the requirements of the referenced LARWQCB letter. The report will include the perjury statement required by the referenced Water Boards letter and the report and assessment data will be uploaded to GeoTracker.

EXHIBIT B
TIME SCHEDULE

The CONSULTANT will complete the work described in this Scope of Services as follows:

Ninyo & Moore will prepare a preliminary PFAS investigation report for submittal to the LARWQCB by March 29, 2021, in accordance with the conditions of the LARWQCB work plan approval letter dated December 28, 2020.

EXHIBIT C FEES AND PAYMENT

1. FEES

- A. Payment for work outlined in this Scope of Services will be on a time-and-expense basis not to exceed \$136,547.13 (one hundred thirty-six thousand, five hundred forty-seven dollars and thirteen cents) in accordance with the Breakdown of Estimated Fees in *Exhibit C-1*. This fee shall include labor, materials, expenses, and incidentals necessary to complete the work as described herein.
- B. Payment for any extra services requested by the COUNTY will be performed on a time-and-expense basis in conformance with the CONSULTANT'S Hourly Charges for Personnel included in *Exhibit C-2* to this Scope of Services. The CONSULTANT will establish the budget for extra services prior to the start of work and may not exceed the budget without written authorization from the COUNTY. Any extra services must be authorized in writing by the COUNTY.
- C. Other Applicable Assumptions:
 - a. For field and laboratory technicians and special inspectors, overtime rates at 1.5 times the regular rates will be charged for work performed in excess of 8 hours in one day Monday through Friday and all day on Saturday. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day, all day Sunday and on holidays.
 - b. Field technician and special inspection hours are charged at a 4-hour minimum, and 8-hour minimum for hours exceeding 4 hours.

2. PAYMENTS

The COUNTY shall make payments to the CONSULTANT as follows:

- A. Progress payments will be made monthly upon presentation of an invoice and completed COUNTY claim form in accordance with "Fees and Payment," for work actually completed, but not exceeding 80% of the fee allocated for a stage until the completion of the work for that stage. Payments will be processed within thirty (30) days of receipt of invoice and completed COUNTY claim form, or ten (10) days from receipt of invoice and completed COUNTY claim form by the Auditor-Controller's office.

Exhibit C-1 – Breakdown of Estimated Fee

Project Coordination and Management

Principal Engineer/Geologist/Environmental Scientist	10 hours @	\$ 188.00 /hour	\$ 1,880.00
Senior Engineer/Geologist/Environmental Scientist	44 hours @	\$ 178.00 /hour	\$ 7,832.00
Senior Staff Engineer/Geologist/Environmental Scientist	20 hours @	\$ 150.00 /hour	\$ 3,000.00
Subtotal			\$ 12,712.00

Permitting, Health and Safety Plan Preparation, and USA Markout/Notification

Principal Engineer/Geologist/Environmental Scientist	1 hour @	\$ 188.00 /hour	\$ 188.00
Senior Engineer/Geologist/Environmental Scientist	2 hours @	\$ 178.00 /hour	\$ 356.00
Senior Staff Engineer/Geologist/Environmental Scientist	14 hours @	\$ 150.00 /hour	\$ 2,100.00
Technical Illustrator/CAD Operator	1 hour @	\$ 98.00 /hour	\$ 98.00
Data Processor	1 hour @	\$ 71.00 /hour	\$ 71.00
Field Vehicle and Equipment Usage	6 hours @	\$ 15.00 /hour	\$ 90.00
Permit Fees: City of Oxnard	1 permit @	\$ 161.00 /each	\$ 161.00
Subtotal			\$ 3,064.00

Field Sampling

Senior Staff Engineer/Geologist/Environmental Scientist	120 hours @	\$ 150.00 /hour	\$ 18,000.00
Staff Engineer/Geologist/Environmental Scientist	78 hours @	\$ 134.00 /hour	\$ 10,452.00
Field Vehicle and Equipment Usage	198 hours @	\$ 15.00 /hour	\$ 2,970.00
Per Diem (two staff)	8 days @	\$ 300.00 /day	\$ 2,400.00
Groundwater Sampling Equipment (pump, generator, monitoring meters, ice, PFAS-free decontamination water, etc)	3 days @	\$ 1,380.00 /day	\$ 4,140.00
Soil Sampling Equipment (hand auger, ice, PFAS-free decontamination water, etc.)	6 days @	\$ 250.00 /day	\$ 1,500.00
PID/FID Usage	5 days @	\$ 160.00 /day	\$ 800.00
Concrete Coring	1 unit @	\$ 550.00 /unit	\$ 550.00
Driller	1 unit @	\$ 28,431.45 /unit	\$ 28,431.45
Surveyor	1 unit @	\$ 5,232.50 /unit	\$ 5,232.50
Laboratory Testing	1 unit @	\$ 24,102.68 /unit	\$ 24,102.68
Waste Removal (11 non-hazardous 55-gal drums)	1 unit @	\$ 4,956.50 /unit	\$ 4,956.50
Subtotal			\$ 103,535.13

Data Evaluation & Data Review Conference Calls

Principal Engineer/Geologist/Environmental Scientist	12 hours @	\$ 188.00 /hour	\$ 2,256.00
Senior Engineer/Geologist/Environmental Scientist	20 hours @	\$ 178.00 /hour	\$ 3,560.00
Senior Staff Engineer/Geologist/Environmental Scientist	10 hours @	\$ 150.00 /hour	\$ 1,500.00
Subtotal			\$ 7,316.00

Report

Principal Engineer/Geologist/Environmental Scientist	4 hours @	\$ 188.00 /hour	\$ 752.00
Senior Engineer/Geologist/Environmental Scientist	14 hours @	\$ 178.00 /hour	\$ 2,492.00
Senior Staff Engineer/Geologist/Environmental Scientist	40 hours @	\$ 150.00 /hour	\$ 6,000.00
Technical Illustrator/CAD Operator	4 hours @	\$ 98.00 /hour	\$ 392.00
Data Processor	4 hours @	\$ 71.00 /hour	\$ 284.00
Subtotal			\$ 9,920.00

TOTAL ESTIMATED FEE

\$ 136,547.13

6c14

Exhibit C-1 Schedule of Fees

Hourly Charges for Personnel

Professional Staff

Principal Engineer/Geologist/Environmental Scientist/Certified Industrial Hygienist.....	\$ 188
Senior Engineer/Geologist/Environmental Scientist	\$ 178
Senior Project Engineer/Geologist/Environmental Scientist	\$ 173
Project Engineer/Geologist/Environmental Scientist.....	\$ 165
Senior Staff Engineer/Geologist/Environmental Scientist.....	\$ 150
Staff Engineer/Geologist/Environmental Scientist.....	\$ 134
GIS Analyst	\$ 123
Technical Illustrator/CAD Operator.....	\$ 98

Field Staff

Certified Asbestos/Lead Technician.....	\$ 173
Field Operations Manager	\$ 119
Nondestructive Examination Technician (UT, MT, LP).....	\$ 114
Supervisory Technician	\$ 104
Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	\$ 104
Senior Technician	\$ 103
Technician.....	\$ 98

Administrative Staff

Information Specialist	\$ 83
Geotechnical/Environmental/Laboratory Assistant	\$ 81
Data Processor	\$ 71

Other Charges

Concrete Coring Equipment (includes technician).....	\$ 190/hr
Anchor Load Test Equipment (includes technician)	\$ 190/hr
GPR Equipment.....	\$ 180/hr
Inclinometer	\$ 100/hr
Hand Auger Equipment	\$ 80/hr
Rebar Locator (Pachometer).....	\$ 25/hr
Vapor Emission Kit	\$ 65/kit
Nuclear Density Gauge	\$ 12/hr
X-Ray Fluorescence.....	\$ 70/hr
PID/FID	\$ 25/hr
Air Sampling Pump.....	\$ 10/hr
Field Vehicle	\$ 15/hr
Expert Witness Testimony.....	\$ 450/hr
Direct Expenses	Cost plus 15%
Special equipment charges will be provided upon request.	

6c15

**CONSULTING SERVICES CONTRACT: AEA 20-11
AMENDMENT of CONTRACT NO. 1**

Oxnard Airport – Supplemental PFAS Investigation

The County of Ventura (County), and Ninyo & Moore, (Consultant) enter into this agreement (Amendment) to amend the existing consulting services contract between them, entered into on January 19, 2021, for the PFAS Workplan Implementation at the Oxnard Airport (Contract).

County and Consultant desire to amend the terms of said existing Contract to cover additional scope and overtime labor costs made necessary by actual conditions in the field. The geologic conditions encountered on site require additional labor time to drill and install the new groundwater monitoring wells and require additional labor time to allow groundwater to stabilize prior to well construction. This results in one additional day for the drilling subcontractor and overtime hours for the well installation and well development services. The quantity of investigation derived waste (IDW) also exceeds the estimated number of drums in our original proposal resulting in one additional 55-gallon drum of IDW. This amendment also changes the final report to a Technical Memorandum and Work Plan.

NOW THEREFORE, County and Consultant agree as follows:

1. All provisions of the existing Contract remain in full force and effect except as expressly modified by this Amendment.
2. The following changes are made to the Contract:
 - a. EXHIBIT A, SCOPE OF SERVICES, COUNTY SERVICES, Basic Services, the following scope items are added:
 - One additional day of hollow-stem auger drilling and well installation, and overtime surcharges for the well installation and groundwater monitoring well development.
 - Waste profiling, transportation, and disposal charges from our IDW disposal subcontractor for the one additional drum of soil cuttings for incineration.
 - Additional 25 PFAS analyses and an additional 7 PFAS extractions for soil samples pending the results of other samples.

- Laboratory coordination, data evaluation, quality assurance review, and incorporating data into tables and figures associated with 25 additional samples.
- Preparation of a Technical Memorandum and Work Plan that summarizes the findings and activities to-date, identifies data gaps, and describes proposed additional investigation activities to delineate extent of soil and groundwater PFAS plumes, and approach to address data gaps.

b. EXHIBIT B, TIME SCHEDULE, is modified as follows:

DELETE the following paragraph in its entirety:

Ninyo & Moore will prepare a preliminary PFAS investigation report for submittal to the LARWQCB by March 29, 2021, in accordance with the conditions of the LARWQCB work plan approval letter dated December 28, 2020.

ADD the following paragraph:

All work described in this Scope of Services is anticipated to be completed by October 29, 2021.

c. EXHIBIT C, FEES and PAYMENT, paragraph A is deleted and replaced in its entirety with the following paragraph:

A. Payment for work outlined in the Scope of Services will be on a time-and-expense basis not to exceed \$161,217.90 (one hundred sixty-one thousand, two hundred seventeen dollars and ninety cents) in accordance with Breakdown of Estimated Fees in Exhibit C-1. This fee shall include labor, materials, expenses, and incidentals necessary to complete the work as described herein.

3. By this Amendment, the original Contract amount of one hundred thirty-six thousand five hundred forty-seven dollars and thirteen cents (\$136,547.13) is increased by twenty-four thousand six hundred seventy dollars and 77 cents (\$24,670.77), to a total contract amount of one hundred sixty-one thousand, two hundred seventeen dollars and ninety cents (\$161,217.90).

Signature page follows on Page 3 of 3.

CONSULTANT: Ninyo & Moore

Taxpayer No.: 33-0269828

Dated: 9-28-2021

Anthony Lizzi, Principal
Anthony Lizzi
Print Name and Title

Dated: _____

Print Name and Title

COUNTY: County of Ventura

Dated: 1/27/2022

Dave Nafie
Dave Nafie, Acting Director of Airports
Deputy

**CONSULTING SERVICES CONTRACT: AEA 20-11
AMENDMENT of CONTRACT NO. 1
Oxnard Airport – Supplemental PFAS Investigation**

6c18

Exhibit C-1 Breakdown of Estimated Fee**CONTRACT NO. 1 AMOUNT for Supplemental PFAS Investigation****\$ 136,547.13****Amendment 1 – Breakdown of Estimated Fee****Project Coordination and Management**

Principal Engineer/Geologist/Environmental Scientist	3 hours	@ \$	188.00 /hour	\$	564.00
Senior Engineer/Geologist/Environmental Scientist	6 hours	@ \$	178.00 /hour	\$	1,068.00
Senior Staff Engineer/Geologist/Environmental Scientist	6 hours	@ \$	150.00 /hour	\$	900.00
			Subtotal	\$	2,532.00

Field Activities and Laboratory Analysis

Senior Staff Engineer/Geologist/Environmental Scientist	4 hours	@ \$	150.00 /hour	\$	600.00
Staff Engineer/Geologist/Environmental Scientist	4 hours	@ \$	134.00 /hour	\$	536.00
Field Vehicle and Equipment Usage	8 hours	@ \$	15.00 /hour	\$	120.00
Driller - Costs for One Additional Day and OT Surcharges	1 unit	@ \$	3,216.55 /unit	\$	3,216.55
Laboratory PFAS Testing for Additional 25 Samples	25 units	@ \$	353.63 /unit	\$	8,840.75
Laboratory Extraction for Pending Samples	7 units	@ \$	215.63 /unit	\$	1,509.41
Waste Removal (1 non-hazardous 55-gal drum)	1 drum	@ \$	524.06 /drum	\$	524.06
			Subtotal	\$	15,346.77

Principal Engineer/Geologist/Environmental Scientist	3 hours	@ \$	188.00 /hour	\$	564.00
Senior Engineer/Geologist/Environmental Scientist	10 hours	@ \$	178.00 /hour	\$	1,780.00
Senior Staff Engineer/Geologist/Environmental Scientist	16 hours	@ \$	150.00 /hour	\$	2,400.00
Technical Illustrator/CAD Operator	18 hours	@ \$	98.00 /hour	\$	1,764.00
Data Processor	4 hours	@ \$	71.00 /hour	\$	284.00
			Subtotal	\$	6,792.00

AMENDMENT NO.1 ESTIMATED FEE**\$ 24,670.77****TOTAL CONTRACT AMOUNT****\$ 161,217.90**

6c19



July 14, 2021
Proposal No. 05-01395A

Mr. Dave Nafie
Deputy Director
County of Ventura
Department of Airports
555 Airport Way, Suite B
Camarillo, California 93010

Subject: Proposal for Supplemental Per- and Polyfluoroalkyl Substances (PFAS) Soil and Groundwater Investigation
Oxnard Airport
2889 West 5th Street
Oxnard, California 93030

References: Ninyo & Moore, 2021, Technical Memorandum for Supplemental Per- and Polyfluoroalkyl Substances Investigation Work Plan, Oxnard Airport, 2889 West 5th Street, Oxnard, California, dated April 30

Los Angeles Regional Water Quality Control Board, 2021, Review of Technical Memorandum for Supplemental Per- and Polyfluoroalkyl Substances Investigation Work Plan Pursuant to California Water Code Section 13267 Order R4-2020-0072, dated June 7

Los Angeles Regional Water Quality Control Board, 2020, Review of Supplemental Per- and Polyfluoroalkyl Substances Investigation Work Plan Pursuant to California Water Code Section 13267 Order R4-0072, dated December 28

Los Angeles Regional Water Quality Control Board, 2020, Requirement for Technical Reports Pursuant to California Water Code Section 13267 Order No. R4-2020-0072, dated June 22

Dear Mr. Nafie:

In accordance with your request, Ninyo & Moore is pleased to submit this proposal to implement the proposed supplemental Per- and Polyfluoroalkyl Substances (PFAS) investigation activities as described in the referenced technical memorandum for the Oxnard Airport (OXR) as approved by the Los Angeles Regional Water Quality Control Board (LARWQCB). The proposed supplemental investigation activities were prepared in response to the March 26, 2021 meeting with LARWQCB to discuss preliminary results of the previous PFAS investigations at OXR and California State Water Resources Control Board's (SWRCB) California Water Code Section 13267 Order No. R4-2020-0072 requiring Oxnard Airport to completely delineate the presence of PFAS in soil and groundwater, and the subsequent LARWQCB Review of Technical Memorandum letter dated June 7, 2021.

SCOPE OF SERVICES

Ninyo & Moore's scope of services will follow the sampling strategy outlined in the referenced work plan. We will perform the following scope of services:

- Perform project coordination and management.
- Conduct a project kick-off teleconference meeting with the County to discuss schedule and access.
- Obtain soil boring/groundwater sampling permits from City of Oxnard.
- A site-specific health and safety plan will be updated.
- Mark sampling locations and notify Underground Service Alert at least three business days in advance of subsurface disturbances.
- Core and/or saw-cutting the concrete pavement at each of the proposed soil boring/monitoring well sampling locations where necessary.
- Twenty-three soil borings will be advanced to further assess the lateral and vertical extents of PFAS detected in previous investigations. The following soil and groundwater sampling activities will be conducted:
 - Area 1 - Eight soil borings will be advanced to the north, northeast, east, southeast, south, southwest, and west of the former AFFF testing area. Each soil boring, except the two soil borings to the west, will have 1, 5, and 10-foot soil samples analyzed for lateral and vertical delineation. The two soil borings to the west will have the 1 and 5-foot samples analyzed. The remaining soil samples will be placed on hold pending initial analysis results. Four of the soil borings (northeast, east, south, and west) will be advanced down to groundwater using a CME-95 hollow stem auger (HSA) drill rig to collect grab groundwater samples for delineating impacts to groundwater. A groundwater sample will also be collected from the existing groundwater monitoring well MW-A1.
 - Area 2 - Three soil borings will be advanced using a HSA drill rig near Area 2 to delineate the extent of plumes from other Areas, or estimate if those plumes are comingled. Groundwater samples will be collected from these proposed borings.
 - Area 3 - Four soil borings will be advanced down to groundwater using a HSA drill rig, one toward the northeast, south, southwest, and west of this AFFF training and crash area. Groundwater samples will be collected from these four proposed borings and from existing groundwater monitoring well MW-A3. The northeast location is intended to collect a water sample upgradient from potential source areas and to consider the shallow soil samples as background samples. The soil borings to the south and southwest will have 1, 5, and 10-foot soil samples analyzed for lateral and vertical delineation. The soil borings to the west and northeast will have the 1 and 5-foot samples analyzed. The remaining soil samples will be placed on hold pending initial analysis results. A shallow soil boring will be advanced in the northwest portion of Area 3 to collect a soil sample at approximately 1 foot bgs for lateral delineation. A step-out soil boring to the east is not feasible since MW-A3 was advanced near the eastern property boundary.
 - Area 4 - Two soil borings will be advanced: one to the north and one to the south of the former AFFF training area. The soil boring to the south will have 1, 5, and 10-foot soil samples analyzed for lateral and vertical delineation. The soil boring to the north will have the 1 and 5-foot samples analyzed. The remaining soil samples will be placed on hold pending initial analysis results. Grab groundwater samples will be collected from these two proposed borings and from existing groundwater monitoring well MW-A4. The recent supplemental soil borings to the east and west of the training area were located at the property boundary so further step-outs to define the extent of detectable PFAS concentrations in those directions cannot be conducted.

- Area 5 - Four soil borings will be advanced, one to the north, one to the west, one to the south, and one immediately north of the AFFF storage area. The soil boring immediately north of the AFFF storage area, between A5-B23GW and A5-B37, and the soil boring north of A5-B37 will have 1, 5, and 10-foot soil samples analyzed for vertical delineation. The soil boring north of A5-B37 will also be used for lateral delineation. The soil borings to the south and west will have the 1 and 5-foot samples analyzed. The remaining soil samples will be placed on hold pending initial analysis results. Groundwater samples will be collected from the proposed furthest north step-out, the proposed western step-out, and from existing groundwater monitoring well MW-A5.
- OWS - One soil boring will be advanced to the northeast of the rental car wash OWS for lateral delineation. The soil boring will have samples collected at 1, 2.5, and 5 feet bgs. The 1 and 2.5, foot samples will be analyzed for PFAS and the 5-foot sample will be placed on hold pending initial analysis results.
- A lithological description of the materials encountered and collected will be maintained on boring logs compiled by the field geologist and reviewed by a Professional Geologist (PG). The field geologist will perform all field work under the supervision of the PG designated for the Site. Soils will be classified by the Unified Soil Classification System, and descriptions will include soil type, particle size and distribution, color, moisture content, and evidence of contamination (discoloration, unusual odors, etc.)
- During the soil sampling, a MiniRae photo-ionization detector (PID) will be used to monitor the presence and level of organic vapors in the borings and to screen soil samples where soil matrix is being analyzed. The PID results will be used to aid in site health and safety by determining an upgrade in personal protective equipment from Level D to Level C (use of half face respirators) while performing well installation and sampling.
- Up to 102 primary soil samples and 5 duplicate soil samples (107 total) will be collected. 51 primary soil samples and the 5 duplicates will be analyzed for PFAS via United States Environmental Protection Agency (EPA) Method LC/MS/MS Method 537 Modified. The remaining 51 primary samples will be placed on hold and analyzed for PFAS pending the results of other samples.
- Groundwater samples will be collected from the five existing monitoring wells MW-17B, MW-A1, MW-A3, MW-A4, and MW-A5, and hydropunch grab groundwater samples will be collected from 15 of the soil boring locations. Up to 20 primary groundwater samples and two duplicate samples will be collected and analyzed for the following:
 - PFAS (LC/MS/MS Method 537 Modified)
 - Total Dissolve Solids (SM 2540C)
 - Chloride, Nitrate as Nitrogen, and Sulfate (EPA Method 300.0)
 - Carbonated and Bicarbonate (SM2320B)
 - Calcium, Magnesium, Potassium, Sodium (EPA Method 6010B)
- Pursuant to LARWQCB's technical memorandum review comment number 8, total oxidizable precursor (TOP) assay and total organic fluorine (TOF) analysis will be conducted in at least two soil samples and two groundwater samples.
- One equipment blank per piece of equipment used, per day will be collected and submitted to the laboratory for analysis.
- One trip blank per cooler containing PFAS samples will be analyzed for PFAS.
- One field blank per day will be collected and analyzed for PFAS.

- A State of California licensed surveyor will survey the four new groundwater monitoring wells and 23 soil boring locations and provide the x, y and z values in the form of GeoTracker, all within the requirements of the State Water Quality Control Board, GeoTracker guidelines. The wells and borings will be surveyed for horizontal and vertical location and referenced to a known Ventura County benchmark to mean sea level (MSL). Vertical elevations for the wells will be surveyed at three points: (1) the top of the monitoring well vault; (2) the top of the well casing or surrounding port; and (3) the ground surface. Vertical elevations for the borings will be surveyed at the ground surface. The survey data of the wells will be used to calculate the groundwater well elevations, in feet above MSL, the average hydraulic gradient (ft/ft) and the apparent groundwater flow direction beneath the Site. The well location will be surveyed to less than 1.0-foot horizontal accuracy and the vertical elevations of the top of casing will be determined within 0.01 foot accuracy.
- The Investigation Derived Wastes (IDWs) (soil cuttings, purged groundwater, and decontamination water) will be stored in up to nine (9) labeled 55-gallon DOT approved steel drums. The IDWs of each drum will be recorded on a drum control data sheet. Each drum will be labeled with the date of accumulation, contents, and whom to contact in an emergency. Following receipt and review of the laboratory analytical data, the drums will be removed for proper disposal at an approved facility only after Client has reviewed and approved the analytical results and manifest forms.
- After evaluating the analytical data, Ninyo & Moore will meet with the County via teleconference to discuss the findings and recommendations. After discussing the results with the County, per the Water Board Order, Ninyo & Moore will coordinate and host a teleconference with the Water Board and the County to discuss the preliminary results and whether additional site investigation or analyses are necessary.
- Prepare isoconcentration contour maps and geological cross-sections to display the data.
- Prepare and submit a PFAS Soil and Groundwater Investigation report documenting the results of the overall supplemental investigation to LARWQCB. The report will be prepared according to the guidance outlined in Order WQ 2019-0005-DWQ and the requirements of the referenced LARWQCB letter. The report will include the perjury statement required by the referenced Water Boards letter and the report and assessment data will be uploaded to GeoTracker.

ASSUMPTIONS

The following assumptions have been made in the preparation of this scope of services:

- Prevailing wages are required.
- The County Department of Airports will prepare the Federal Aviation Administration (FAA) Form 7460-1, Notice of Proposed Construction, and coordinate with the FAA to locate utilities and potential conflicts.
- Four locations will require concrete coring.
- 107 soil samples will be analyzed for PFAS. 50 liquid samples (20 primary groundwater samples, 2 duplicate groundwater samples, and 28 aqueous QAQC samples) will be analyzed for PFAS.
- Investigation will be conducted during night hours. Drilling subcontractor costs include premium for night work and include light tower rental.
- Ninyo & Moore will not be responsible for utilities not shown on the plans nor marked out by Underground Service Alert.

- The soil and groundwater sampling field activities will be conducted using a two-person Ninyo & Moore crew and a drilling subcontractor during one mobilization and not exceed a total of seven working days or nights.
- 9 drums of waste will be generated and classified as non-hazardous waste. Fees do not include additional analytical testing or waste disposal charges should the waste soil be considered hazardous.

SCHEDULE

Ninyo & Moore is prepared to begin our services upon receipt of your authorization to proceed. Assuming there are no delays associated with obtaining a permit from the City of Oxnard or approval from FAA, and subject to subcontractor availability, Ninyo & Moore will prepare a preliminary PFAS investigation report for submittal to the LARWQCB by September 1, 2021, in accordance with the conditions of the LARWQCB Review of Technical Memorandum letter, dated June 7, 2021.

COMPENSATION

Our scope of service will be provided on a time-and-materials basis in accordance with the attached Breakdown of Estimated Fees. If additional services are performed, they will be provided in accordance with the attached Schedule of Fees. To authorize our services, please provide written authorization.

Ninyo & Moore appreciates the opportunity to provide continued services on this project and we look forward to working with you. If you have any questions regarding our scope of services or require additional information, please contact the undersigned at your convenience.

Respectfully submitted,
NINYO & MOORE



Travis M. Coburn, PE, QSD
Senior Engineer



Anthony Lizzi, PG, CHG
Principal Geologist

KFG/TMC/AJL/sc

Attachments: Table 1 – Breakdown of Estimated Fee
Schedule of Fees

cc: Erin Powers, Ventura County

Table 1 – Breakdown of Estimated Fee

Project Coordination and Management

Principal Engineer/Geologist/Environmental Scientist	20 hours	@ \$	188.00 /hour	\$	3,760.00
Senior Engineer/Geologist/Environmental Scientist	60 hours	@ \$	178.00 /hour	\$	10,680.00
Senior Staff Engineer/Geologist/Environmental Scientist	20 hours	@ \$	150.00 /hour	\$	3,000.00
Subtotal				\$	17,440.00

Permitting, Health and Safety Plan Preparation, and USA Markout/Notification

Principal Engineer/Geologist/Environmental Scientist	1 hour	@ \$	188.00 /hour	\$	188.00
Senior Engineer/Geologist/Environmental Scientist	2 hours	@ \$	178.00 /hour	\$	356.00
Senior Staff Engineer/Geologist/Environmental Scientist	14 hours	@ \$	150.00 /hour	\$	2,100.00
Technical Illustrator/CAD Operator	1 hour	@ \$	98.00 /hour	\$	98.00
Data Processor	1 hour	@ \$	71.00 /hour	\$	71.00
Field Vehicle and Equipment Usage	8 hours	@ \$	15.00 /hour	\$	120.00
Permit Fees: City of Oxnard	1 permit	@ \$	161.00 /each	\$	161.00
Subtotal				\$	3,094.00

Field Sampling

Senior Staff Engineer/Geologist/Environmental Scientist	90 hours	@ \$	150.00 /hour	\$	13,500.00
Staff Engineer/Geologist/Environmental Scientist	78 hours	@ \$	134.00 /hour	\$	10,452.00
Field Vehicle and Equipment Usage	168 hours	@ \$	15.00 /hour	\$	2,520.00
Per Diem (two staff)	7 days	@ \$	300.00 /day	\$	2,100.00
Groundwater Sampling Equipment (pump, generator, monitoring meters, ice, PFAS-free decontamination water, etc)	8 days	@ \$	1,380.00 /day	\$	11,040.00
Soil Sampling Equipment (hand auger, ice, PFAS-free decontamination water, etc.)	7 days	@ \$	500.00 /day	\$	3,500.00
PID/FID Usage	7 days	@ \$	160.00 /day	\$	1,120.00
Driller	1 unit	@ \$	46,000.00 /unit	\$	46,000.00
Surveyor	1 unit	@ \$	5,232.50 /unit	\$	5,232.50

Laboratory Testing

PFAS by 537M (Soil)	107 samples	@ \$	353.63 /sample	\$	37,838.41
Total Organic Fluorine (TOF) by 537 M (Soil)	2 samples	@ \$	175.38 /sample	\$	350.76
PFAS Total Oxidizable Precursor (TOP) Assay by 537 M (Soil)	2 samples	@ \$	865.38 /sample	\$	1,730.76
PFAS by 537M (Groundwater and QAQC Liquid Samples)	50 samples	@ \$	347.88 /sample	\$	17,394.00
PFAS TOF by 537 M (Groundwater)	2 samples	@ \$	175.38 /sample	\$	350.76
PFAS TOP Assay by 537 M (Groundwater)	2 samples	@ \$	865.38 /sample	\$	1,730.76
Total Dissolved Solids by 2540C (Groundwater)	22 samples	@ \$	16.68 /sample	\$	366.96
Chloride and Sulfate by 300.0 (Groundwater)	22 samples	@ \$	37.38 /sample	\$	822.36
Nitrate as N by 300.0 (Groundwater)	22 samples	@ \$	20.13 /sample	\$	442.86
Metals by 6010B/7470A (Groundwater)	22 samples	@ \$	127.08 /sample	\$	2,795.76
VOCs by 8260B (IDW)	2 samples	@ \$	83.38 /sample	\$	166.76
TPH by 8260B/8015B (IDW)	2 samples	@ \$	77.63 /sample	\$	155.26
CAM 17 Metals by 6010B/7471A (IDW)	2 samples	@ \$	127.08 /sample	\$	254.16
Shipping Samples to Laboratory (2 ice chests per day)	7 days	@ \$	747.50 /day	\$	5,232.50
Waste Removal (9 non-hazardous 55-gal drums)	1 unit	@ \$	5,750.00 /unit	\$	5,750.00
Subtotal				\$	170,846.57

Data Evaluation & Data Review Conference Calls

Principal Engineer/Geologist/Environmental Scientist	8 hours	@ \$	188.00 /hour	\$	1,504.00
Senior Engineer/Geologist/Environmental Scientist	16 hours	@ \$	178.00 /hour	\$	2,848.00
Senior Staff Engineer/Geologist/Environmental Scientist	8 hours	@ \$	150.00 /hour	\$	1,200.00
Subtotal				\$	5,552.00

Table 1 – Breakdown of Estimated Fee				
Additional Reporting and Figures per Water Board Approval Letter				
Principal Engineer/Geologist/Environmental Scientist	2 hours	@	\$ 188.00 /hour	\$ 376.00
Senior Engineer/Geologist/Environmental Scientist	5 hours	@	\$ 178.00 /hour	\$ 890.00
Senior Staff Engineer/Geologist/Environmental Scientist	10 hours	@	\$ 150.00 /hour	\$ 1,500.00
Technical Illustrator/CAD Operator	20 hours	@	\$ 98.00 /hour	\$ 1,960.00
Data Processor	2 hours	@	\$ 71.00 /hour	\$ 142.00
			Subtotal	\$ 4,868.00
TOTAL ESTIMATED FEE				\$ 201,800.57

6c26

Schedule of Fees

Hourly Charges for Personnel

Professional Staff

Principal Engineer/Geologist/Environmental Scientist/Certified Industrial Hygienist	\$ 188
Senior Engineer/Geologist/Environmental Scientist	\$ 178
Senior Project Engineer/Geologist/Environmental Scientist	\$ 173
Project Engineer/Geologist/Environmental Scientist	\$ 165
Senior Staff Engineer/Geologist/Environmental Scientist	\$ 150
Staff Engineer/Geologist/Environmental Scientist	\$ 134
GIS Analyst	\$ 123
Technical Illustrator/CAD Operator	\$ 98

Field Staff

Certified Asbestos/Lead Technician	\$ 173
Field Operations Manager	\$ 119
Nondestructive Examination Technician (UT, MT, LP)	\$ 114
Supervisory Technician	\$ 104
Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	\$ 104
Senior Technician	\$ 103
Technician	\$ 98

Administrative Staff

Information Specialist	\$ 83
Geotechnical/Environmental/Laboratory Assistant	\$ 81
Data Processor	\$ 71

Other Charges

Concrete Coring Equipment (includes technician)	\$ 190/hr
Anchor Load Test Equipment (includes technician)	\$ 190/hr
GPR Equipment	\$ 180/hr
Inclinometer	\$ 100/hr
Hand Auger Equipment	\$ 80/hr
Rebar Locator (Pachometer)	\$ 25/hr
Vapor Emission Kit	\$ 65/kit
Nuclear Density Gauge	\$ 12/hr
X-Ray Fluorescence	\$ 70/hr
PID/FID	\$ 25/hr
Air Sampling Pump	\$ 10/hr
Field Vehicle	\$ 15/hr
Expert Witness Testimony	\$ 450/hr
Direct Expenses	Cost plus 15 %
Special equipment charges will be provided upon request.	

Notes

For field and laboratory technicians and special inspectors, overtime rates at 1.5 times the regular rates will be charged for work performed in excess of 8 hours in one day Monday through Friday and all day on Saturday. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day, all day Sunday and on holidays.

Field technician and special inspection hours are charged at a 4-hour minimum, and 8-hour minimum for hours exceeding 4 hours.

Invoices are payable upon receipt. A service charge of 1.5 percent per month may be charged on accounts not paid within 30 days.

Our rates will be adjusted in conjunction with the increase in the Prevailing Wage Determination during the life of the project, as applicable.

The terms and conditions are included in Ninyo & Moore's Work Authorization and Agreement form.



COUNTY of VENTURA

Department of Airports

MONTHLY ACTIVITY REPORT

Month ending December 31, 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	60	6		
Out of Service	16	0	0	Out of Service	7	0	0		
Total	346	330	0	Total	152	139	6		
Tie-downs				Tie-downs					
County	96	43	53	County	7	1	6		
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	91	65	Total	41	18	23		

Airport/Tower Operations:

Aircraft Incidents:

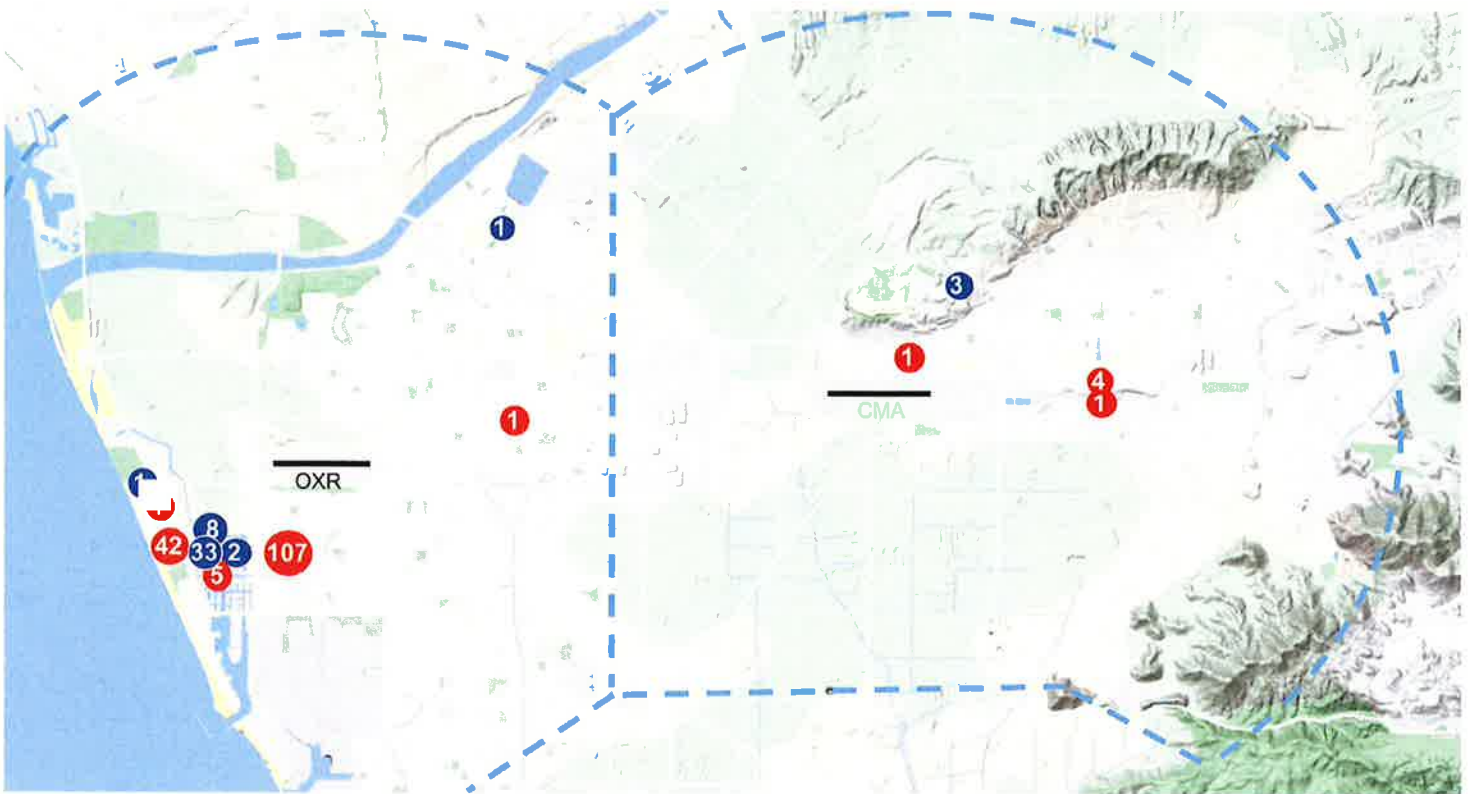
	Camarillo	Oxnard		Camarillo	Oxnard
Current year for the month	11,325	5,396	Current Month	0	1
Last year for the month	13,451	6,389	Current year to date	27	10
% Change	-16%	-16%			
Current year to date	174,793	65,747			
Last year to date	158,782	75,758			
% Change	10%	-13%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	3
Cards issued to transient overnight aircraft	38	5
Noise/nuisance compliants	9	203
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	15	0

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

8a



Ventura County Noise Complaints - December 2021

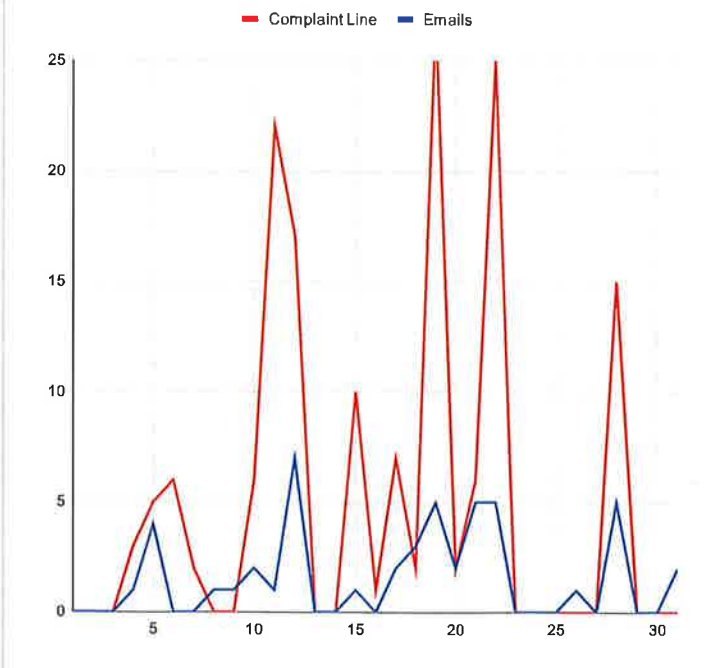
OXR

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
203	155	48	0	TBD

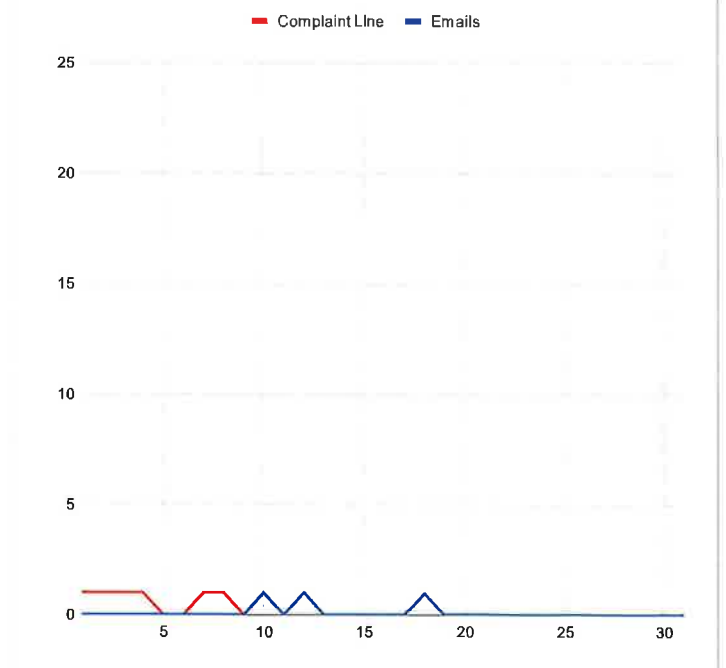
CMA

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
9	6	3	0	TBD

OXR



CMA



** Voluntary Noise Abatement Procedures. Following investigation of complaints, this is the number that were determined to be substantially and repeatedly deviating from the VNAP regarding overflight altitude and track over the ground. As a reminder, aircraft in the traffic pattern are under direct control by the Tower at all times.



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: No change.

- Current work related to the AGIS survey includes tasks associated with project management, FAA AGIS coordination, field-survey coordination, and mapping/obstruction surveys.
- The preparation of biological and cultural resource evaluations continues.

Project Percent Complete: The project is 41.4 percent complete through December 2021.

CAMARILLO AIRPORT – AIRFIELD GEOMETRY AND DRAINAGE STUDY

Status Update:

- Airport staff and the Consultant team have prepared an airfield development concept to be used for the airfield drainage study.
- A Subconsultant is moving forward with drainage evaluations for further input into the 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.

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 42.8 percent complete through December 2021.

OXNARD AIRPORT – AIRPORT LAYOUT PLAN UPDATE / NARRATIVE REPORT

Status Update:

- The Consultant made appropriate revisions to the draft ALP Drawing Set based on FAA comments and submitted the ALP package to airport staff on November 4, 2021.
- Airport staff sent the revised draft ALP Drawing Set package to the FAA LA ADO on November 22, 2021.
- Airport staff is in the process of coordinating with the LA ADO on the draft ALP revisions in order to finalize the ALP drawing set.

Upcoming Action Items:

- Final documents (Narrative Report and ALP Drawing Set) will be prepared upon review and approval of the ALP Drawing Set.

8c1

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.

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

Status Update:

- The Consultant revised the Wildlife Hazard Management Plan based on comments received from the FAA and submitted the updated version to airport staff on November 4, 2021. Airport staff is to review and coordinate with the FAA as appropriate.
- The Consultant reviewed a CatEx and supporting cultural resources report for hangar development (Row "I") at Camarillo Airport and provided comments.
- The Consultant assisted in preparing documentation for airport staff to coordinate with the FAA in determining the future disposition of environmental documentation needed for the Camarillo Airport runway reconstruction project. Airport staff coordinated the documentation with the FAA LA ADO on November 19, 2021 and is awaiting a response.

Upcoming Action Items:

- Coordination as needed to follow-up previous items and assist with new items at the direction of airport staff.

PROJECT STATUS REPORT
Ventura County, Department of Airports

Prepared by Mead & Hunt, Inc
 Revision Date 2022-01-28



Mead & Hunt No. County No. Grant No.	Airport	Description	Status	Percent Complete	Action Item
3168900- 132415.05 AEA 18-06 AIP - 036	CAMARILLO	CONSTRUCTION SERVICES NORTHEAST HANGAR DEVELOPMENT, PHASE 1 Construction of the Phase 1 project, which includes 3 rows of hangars and surrounding pavement/drainage and the extension of water, sewer, and electrical services.	a) Construction commenced on 12-5-19. b) Contract work complete. c) Contract Amendment No. 2, processed on 10-5-21. d) Mead & Hunt submitted final pay application in December 2021.	100%	a) County processing final pay application and then close project.
3168900- 190121.02 AEA 20-03 AIP - 037	CAMARILLO	CONSTRUCTION SERVICES TAXIWAYS H PAVEMENT REHABILITATION Surface treatment and remarking of Taxiway H.	a) Construction was completed after application of second coat of pavement markings performed February 24, 25 and 26. b) As-Built version of the plans has been prepared. c) Balancing change order and final pay estimates submitted to County. c) The Final Closeout Report (FCR) is complete, except for County execution of NOC.	99%	a) NOC submitted to County on Nov. 2. Project is ready to close, pending County payment on remaining Invoices. b) No updates from Contractor; awaiting proof of final payment.
22069-181879.01 AEA 18-13 AIP - N/A	CMA & OXR	DESIGN SERVICES OXR AND CMA DBE UPDATES (2020-2021) Develop DBE program and goals as well as prepare yearly reports.	a) CMA & OXR i) Programs and goals submitted and approved. ii) Programs and goals reporting. iii) Submitted 2020 year end reports (FAA accepted)	100%	a) Mead & Hunt prepared annual reports for CMA and OXR.

8c3

December 27, 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 – November and December 2021

Dear Mrs. Powers,

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

Airport Capital Improvement Plan (ACIP) Update

- On November 1, 2021, the County and Jviation coordinated on the ACIP summary sheet. The County also provided the updated ACIP summary sheet to the FAA.
- On November 3, 2021, the County, Jviation, and Coffman Associates had a conference call with the FAA to discuss the ACIP summary sheet. The FAA provided recommendations on how to order the projects listed on the ACIP summary sheet.
- On November 4, 2021, the County, Jviation, and Coffman Associates had a conference call to discuss the ACIP update based on the conference call with the FAA the previous day.
- On December 3, 2021, the County provided Jviation an updated list of projects for the ACIP summary sheet. Jviation updated the ACIP summary sheet and provided it to the County to review on December 7, 2021. The County indicated the updated ACIP summary sheet was good to proceed with and requested Jviation complete the individual year data sheets and exhibits.
- On December 18, 2021, Jviation provided the County with an updated ACIP which included the individual year data sheets and exhibits. The County provided review comments to Jviation on December 20, 2021.
- On December 20 and 21, and 22, Jviation and the County coordinated on the ACIP, individual year data sheets, and exhibits.
- On December 22, 2021, Jviation and the County finalized the ACIP update with the individual year data sheets and exhibits.
- **Upcoming:**
 - Jviation will wait for direction from the County on any future tasks.

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

- Throughout the month of November, the County, Jviation, Coffman Associates, and Encompass Consultant Group (ECG) coordinated on this project. This included developing a description of this project to submit to the FAA.
- On November 4, 2021, the County, Jviation, Coffman Associates, and ECG had a conference call to discuss the project description and exhibit to be submitted to the FAA.
- On November 5, 2021, Jviation provided an updated exhibit to accompany the project description.

Main 303.524.3030
Fax 303.524.3031

720 South Colorado Boulevard | Suite 1200-S | Glendale, CO | 80246
JVIATION.COM

8d1

- On November 19, 2021, the County submitted the project description and exhibit to the FAA for review. The County followed up with the FAA on this submittal on November 30, 2021.
- On December 13 and 16, 2021, the County, Jviation, and Coffman Associates coordinated on the Federal grant application for this project that Coffman Associates is preparing for the County.
- **Upcoming:**
 - FAA approval of the project description.
 - 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 November 18, 2021, the County and Jviation discussed this project. The County wants to move forward with this project but needs to decide how to proceed with the improvements on Taxiway A.
- There is no update on this project from December 2021.
- **Upcoming:**
 - County confirms how to proceed with the improvements on Taxiway A.
 - County approval of the proposed engineering fees from Jviation.
 - County executes the contract with Jviation for this project.

On-Call Services: Rotating Beacon Replacement

- There is no update on this task from November and December 2021.
- **Upcoming:**
 - The County to confirm the rotating beacon will stay located on top of the existing water tower.

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. Keith Freitas, Mr. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mrs. Marisa Fluhr, Ms. Amanda Gross – Jviation, a Woolpert Company
File

December 27, 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 – November and December 2021

Dear Mrs. Powers,

Below is a summary of the tasks completed during the months of November and December 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 November, Jviation, the County, and the FAA coordinated on this project. This included coordination on the FAA flight check that was originally scheduled to be completed on November 4, 2021.
- Throughout the month of November 2021, Jviation and the County coordinated with the Prime Contractor, Sully-Miller. This included requests for information (RFI), material submittals, change orders, certified payrolls, preparation of periodic pay estimates, review of survey data, review of quality control and quality assurance testing data, and construction activities. Jviation also submitted daily reports to the County for each day of monitoring construction activities. Payroll interviews were conducted in the field with random laborers and operators from Sully-Miller and from various subcontractors.
- On November 1, 2021, Jviation and the County coordinated on the change orders for this project.
- On November 1 and 8, 2021, Jviation submitted the weekly Construction Progress and Inspection Reports to the FAA and County.
- On November 2, 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. Jviation issued minutes for the weekly construction meetings to attendees.
- On November 2, 2021, a final walkthrough of the project site was conducted with representatives from the County, airport staff, Jviation, Sully-Miller, The Quality Firm, and Mead & Hunt.
- On November 4, 2021, the construction activities on Runway 7-25 and the connector taxiways were substantially complete.
- On November 4, 2021, the FAA informed Jviation and the County that the FAA flight check would not be completed as scheduled. The FAA delayed the flight check to November 5, 2021, but due to an issue with the FAA's aircraft, the flight check was delayed to November 9, 2021.
- On November 5, 2021, at 0700 Runway 7-25 was reopened for aircraft operations.
- On November 8, 2021, nighttime grooving activities on the runway pavement surface commenced and are scheduled to last through the night of November 17, 2021.
- On November 9, 2021, the FAA informed Jviation that the FAA flight check would be delayed to November 10, 2021 due to poor visibility.
- On November 10, 2021, the FAA completed the flight check.

Main 303.524.3030
Fax 303.524.3031

720 South Colorado Boulevard | Suite 1200-S | Glendale, CO | 80246
JVIATION.COM

8d3

- On November 10, 2021, the County requested Jviation to prepare a display board to thank all of the parties that worked on the Runway 7-25 Reconstruction project. Jviation provided the display board to the County on morning of November 11, 2021.
- On November 11, 2021, Jviation provided the County with the draft nomination package for the Project of the Year which will be submitted to the Ventura County APWA Chapter.
- On November 12, 2021, the County hosted a ribbon cutting ceremony to celebrate the reopening of Runway 7-25 and Jviation attended it.
- On November 15, 2021, Notice to Proceed No. 3 for runway grooving was issued to Sully-Miller.
- On November 15, 2021, Jviation submitted the Project of the Year Award application for this project to be considered by the Ventura County Chapter of APWA.
- On November 17, 2021, Jviation provided the County with Contractor Pay Application No. 3 for review.
- On November 17, 2021, Jviation was on-site for the nighttime grooving operations on Runway 7-25 which is the last night of grooving operations until the end of the FAA moratorium which is November 30, 2021.
- On November 19, 2021, Contractor Pay Application No. 3 was executed and distributed to all parties.
- On November 29, 2021, Jviation provided the County and FAA with an updated schedule for the completion of the nighttime grooving operations on Runway 7-25.
- Throughout the month of December, Jviation, the County, and the FAA coordinated on this project. This included coordination of the nighttime grooving operations on Runway 7-25 and installation of the permanent pavement markings on the runway and connector taxiways.
- On December 2, 2021, the nighttime grooving operations on Runway 7-25 were completed.
- On December 2, 2021, the Ventura County Chapter of APWA notified Jviation and the County that this project was selected as the Project of the Year Award under the Transportation category. The County requested Jviation submit this project for the APWA National Project of the Year Award.
- On December 3, 2021, Jviation submitted the weekly Construction Progress and Inspection Reports to the FAA and County for the three weeks of nighttime grooving operations on Runway 7-25.
- On December 6, 2021, Sully-Miller cancelled nighttime installation of the permanent pavement markings due to weather and Jviation informed the County and FAA.
- On December 10, 2021, Sully-Miller provided Jviation with the schedule to complete the nighttime installation of the permanent pavement markings and Jviation informed the County and FAA. The permanent pavement markings are scheduled to be completed on the nights of January 4-6, 2022.
- On December 10, 2021, Jviation provided the County with the DBE reporting for this project provided by Sully-Miller for work completed through Contractor Pay Application No. 3.
- On December 14, 2021, Jviation provided the County with Contractor Pay Application No. 4 for review.
- On December 20, 2021, Jviation provided the County and Mead & Hunt with the DBE reporting for this project provided by Sully-Miller for work completed through Contractor Pay Application No. 3.
- On December 27, 2021, the County approved Contractor Pay Application No. 4 to be distributed for signature.
- **Upcoming:**
 - Jviation will continue construction project coordination with the County and Sully-Miller.
 - Jviation will distribute Pay Application No. 4 for signature.
 - Permanent pavement markings are scheduled to be installed on Runway 7-25 and connector taxiways starting during the night of January 4, 2022.

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

- Throughout the month of November, Jviation and the County coordinated on this project. This included coordination of the scope of work, proposed engineering fee, and contract with the County.
- On November 3, 2021, the County, FAA, and Jviation discussed this project during the ACIP Update meeting. During this meeting, the FAA verbally approved the revised scope of work that did not include Taxiway F. The FAA indicated the County could start the independent fee estimate (IFE) process. The FAA expressed concern with the estimated project costs compared to the funding amount programmed for this project. The FAA requested the Construction Safety and Phasing Plan (CSPP) for this project be submitted as soon as possible. The bid process and opening date was discussed and Jviation indicated the bid opening would be in early February 2022.
- On November 5, 2021, Jviation provided the County with a blank fee spreadsheet for use in the IFE process.
- On November 9, 2021, the County and FAA had a call to discuss this project. The County requested information from Jviation to provide to the FAA on reasons why the project costs are larger than the FAA anticipated. Jviation provided the requested information and this was coordinated with the County.
- On November 17, 2021, the County and Jviation discussed the proposed engineering fee for this project.
- On November 17, 2021, Jviation provided the County with a list prepared to explain the level of effort Jviation will need to complete on this project to “repackage” it for bid. The County provided comments on the level of effort list.
- On November 18, 2021, the County and Jviation had a conference call to discuss this project.
- On November 19, 2021, Jviation provided the County with a draft of the Construction Safety and Phasing Plan (CSPP) for this project.
- On November 19, 22, and 23, 2021, Jviation submitted an updated scope of work to the County for review.
- On November 23, 2021, the County and Jviation coordinated on the project schedule to be included in the contract between the County and Jviation.
- Throughout the month of December, Jviation and the County coordinated on this project. This included coordination on the Federal grant application and Issued for Review submittal.
- On December 1, 2021, Jviation requested the DBE Program and Goal from the County and it was provided the same day.
- On December 1, 2021, Jviation provided an email to the County which is to be sent to the FAA to discuss coordinating on the FAA power line located in existing storm sewer pipes which will be impacted by this project. Jviation also provided this email to the County on December 9, 2021.
- On December 2, 9, and 16, 2021, the County and Jviation had a conference call to discuss this project.
- On December 6, 2021, the County provided Jviation with comments on the draft CSPP.
- On December 10, 2021, Jviation submitted an updated proposed engineering fee to the County following negotiations.
- On December 15, 2021, the County provided Jviation with the contract to sign. The County and Jviation coordinated on one item in the contract. The County provided Jviation with a revised contract on December 16, 2021, and Jviation provided the signed contract to the County. Jviation provided the County with the certificate of insurance on December 17, 2021.
- On December 15, 2021, Jviation provided the County with the draft Federal grant application and the County provided comments the same day. Jviation provided the County with an updated Federal grant application on December 16, 2021.

- On December 17, 2021, Jviation provided the County with an updated LA ADO grant application checklist.
- On December 20, 2021, the County provided Jviation with an executed contract and Notice to Proceed for this project.
- On December 22, 2021, Jviation submitted the Issued for Review documents to the County which included Contract Documents with technical specifications, CSPP, and plan set. The County provided the Issued for Review documents to the FAA.
- **Upcoming:**
 - Comments from the County and FAA on the Issued for Review submittal.
 - Jviation will prepare the fee for this project and will submit it to the County for review.

Airport Capital Improvement Plan (ACIP) Update

- On November 1, 2021, the County and Jviation coordinated on the ACIP summary sheet. The County also provided the updated ACIP summary sheet to the FAA.
- On November 3, 2021, the County, Jviation, and Coffman Associates had a conference call with the FAA to discuss the ACIP summary sheet. The FAA provided recommendations on how to order the projects listed on the ACIP summary sheet.
- On November 4, 2021, the County, Jviation, and Coffman Associates had a conference call to discuss the ACIP update based on the conference call with the FAA the previous day.
- On December 3, 2021, the County provided Jviation an updated list of projects for the ACIP summary sheet. Jviation updated the ACIP summary sheet and provided it to the County to review on December 7, 2021. The County indicated the updated ACIP summary sheet was good to proceed with and requested Jviation complete the individual year data sheets and exhibits.
- On December 18, 2021, Jviation provided the County with an updated ACIP which included the individual year data sheets and exhibits. The County provided review comments to Jviation on December 20, 2021.
- On December 20 and 21, and 22, Jviation and the County coordinated on the ACIP, individual year data sheets, and exhibits.
- On December 22, 2021, Jviation and the County finalized the ACIP update with the individual year data sheets and exhibits.
- **Upcoming:**
 - Jviation will wait for direction from the County on any future tasks.

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. Keith Freitas, Mr. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mrs. Marisa Fluhr, Ms. Amanda Gross – Jviation, a Woolpert Company
File

**AIRPORT TENANT
PROJECT STATUS
January 28, 2022**

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. CatEx, SWPPP and CSPP returned to APL with comments. Resubmissions pending.
- CloudNine Development project construction initial grading complete. Additional permits pending.

OXNARD

- None

OTHER

- None

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

January 2022

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 TWY's 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	<u>TBD</u>		<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	100	CMA & OXR annual accomplishment reports (2021) submitted and approved by the 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. DOA to seek

8f1

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Bid Date	Scheduled or Actual Dates			% Compl Design / Const.	Remarks
						Contract Award	Const Start	Const Comp		
										BOS amendment approval in 2022.

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

8f2

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

January 2022

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		
5	CMA Airfield Geometry Study and Drainage Study for RWY & TWY Reconstruction	\$147,300		Coffman Assoc.	N/A	1/24/19	N/A	TBD	43	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)	\$273,576 \$213,351		Mead & Hunt, Maxwell Asphalt	6/25/19	8/15/19	4/20/20	TBD	100 99	Final striping complete. Closeout paperwork underway.
5	CMA System Master Plan Update	\$741,094		Coffman Associates	N/A	9/24/20	9/30/20	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	\$246,176		Coffman Assoc.	N/A	10/17/17	N/A	12/30/19	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.

8f3

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			
3	OXR RWY & TWY Connector Transitions Reconstruction	\$12,832,636 \$12,274,001	\$124,906	Mead Hunt Sully-Miller Inc.	4/29/21	7/20/21	7/23/21	2/28/21	100 95	FAA provided comments to DOA 10/13/21 and DOA/Consultant responded to comments and resubmitted revisions to FAA on 11/22/21. FAA provided final comments and DOA resubmitted revisions on 1/24/22.
										Final grooving and striping completed in January. Final punchlist items remain to be completed and closeout paperwork.

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

8f4

County of Ventura
 Department of Airports
 Fund: E300
 Statement of Net Assets
 As of December 31, 2021
 (Unaudited)

ASSETS

Cash	\$	9,324,900
Cash - petty cash/change fund		500
Receivables:		
Accounts receivable net of allowance for Uncollectable accounts of \$20,000		362,200
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		(49,196,800)
Deferred outflows related to pensions		794,800
Total assets	\$	<u>54,689,600</u>

LIABILITIES

Accounts payable	\$	2,300
Accrued liabilities		87,900
Short-term compensated absences		146,300
Due to other funds - GSA, ITS, PWA		-
Unearned revenue (prepayments)		176,200
Security deposit		779,400
Unreserved overpayments		257,100
Long-term compensated balances		74,200
Net pension liability		1,660,300
Deferred inflows related to pensions		264,500
Total liabilities	\$	<u>3,536,100</u>

NET ASSETS

Invested in capital assets net of related debt	\$	44,183,400
Unrestricted Net Assets		6,970,100
Total net assets		<u>51,153,500</u>
Total liabilities and net assets	\$	<u>54,689,600</u>

County of Ventura
 Department of Airports
 Fund: E300
 Statement of Cash Flows
 July 1, 2021 thru December 31, 2021
 (Unaudited)

Operating Activities:

Permits	\$	10,755
Fines and penalties		9,681
Rents and concessions		1,238,836
Percentage lease rent		162,028
Tiedown rents		53,470
Hangar rents		521,468
Land rent - hangars		232,041
Transient tiedown rents		2,558
Landing fees		86,704
Parking fees		3,269
Gas & oil fuel flow percentage		182,513
% rent-all other gross rec		1,149,387
Insurance claims		-
Hazmat collections		25,000
Miscellaneous		22,734
Salaries & Benefits		(1,645,816)
Service & Supplies		(934,105)
Interest Received		23,004
Interest Paid		-
Prepay/Security Deposit		(28,059)
CUE tax assessment		(7,052)

Cash Provided by Operating Activities \$ 1,108,417

Investing Activities:

State and federal grant receipts		2,325,907
Fixed asset sales/(purchases)		(13,500)
Capital Expenditures		(9,658,063)

Cash Used in Investing Activities (7,345,656)

Financing Activities:

Transfers out to other funds **		(46,260)
Principal Payment on Short & Long Term Debt	\$	-

Cash Provided by Financing Activities (46,260)

Increase (Decrease) in Cash & Equivalents \$ (6,283,499)

Cash & Equivalents-Beginning of Year \$ 15,608,399

Cash & Equivalents-End of Period \$ 9,324,900

892

County of Ventura
 Airport Enterprise-Camarillo Oxnard
 Statement of Revenues and Expenses
 July 1, 2021 thru December 31, 2021
 (Rounded to the nearest hundred)
 (Unaudited)

Revenues:	Camarillo	Oxnard	Total
Permits	\$ 8,200	\$ 1,300	\$ 9,500
Fines and penalties	5,900	4,900	10,800
Rents and concessions	1,226,800	134,600	1,361,400
Percentage lease rent	58,700	81,500	140,200
Tiedown rents	53,800	600	54,400
Hangar rents	440,000	91,600	531,600
Land rent - hangars	206,000	27,700	233,700
Transient tiedown rents	2,500	100	2,600
Landing fees	56,000	9,900	65,900
Parking fees	-	3,300	3,300
Gas & oil fuel flow percentage	160,300	43,000	203,300
% rent-all other gross rec	957,800	174,300	1,132,100
Miscellaneous	20,500	2,000	22,500
Total operating revenues	<u>\$ 3,196,500</u>	<u>\$ 574,800</u>	<u>\$ 3,771,300</u>

Expenditures:

Current:

Salaries and wages	\$ 701,700	\$ 204,000	\$ 905,700
Benefits	485,500	173,100	658,600
Admin salaries allocated to Oxnard Airport	(118,800)	118,800	-
Agricultural	-	-	-
Uniforms and clothing	4,900	4,200	9,100
Communications	30,200	5,600	35,800
Household expense	4,400	25,100	29,500
Insurance	18,900	10,200	29,100
Indirect county costs	24,900	10,900	35,800
Maintenance-equipment	11,800	3,600	15,400
Maintenance-building and improvements	74,300	10,400	84,700
Memberships and dues	1,100	500	1,600
Miscellaneous expense	25,500	35,200	60,700
Office expense	18,900	2,000	20,900
Professional and specialized services	168,700	52,800	221,500
Rents and leases - equipment	28,100	800	28,900
Small tools and equipment	500	-	500
Transportation charges	44,200	58,100	102,300
Conference and seminars	2,100	-	2,100
Utilities	95,500	47,500	143,000
Education, books and training	3,900	1,100	5,000
Taxes and licenses	7,100	-	7,100
Bad debts	-	-	-

County of Ventura
 Airport Enterprise-Camarillo Oxnard
 Statement of Revenues and Expenses
 July 1, 2021 thru December 31, 2021
 (Rounded to the nearest hundred)
 (Unaudited)

	Camarillo	Oxnard	Total
Depreciation	482,100	463,700	945,800
Total operating expenditures	<u>\$ 2,115,500</u>	<u>\$ 1,227,600</u>	<u>\$ 3,343,100</u>
Operating income (loss)	<u>\$ 1,081,000</u>	<u>\$ (652,800)</u>	<u>\$ 428,200</u>
Non-operating revenues (expenses):			
State and federal grants	\$ -	\$ -	\$ -
CARES COVID-19 Grants	-	-	-
Contribution to Outside Agency	-	-	-
Gain/Loss Disposal Fixed Asset	-	-	-
Interest income	34,300	-	34,300
Insurance proceeds	-	-	-
Hazmat collections	25,000	-	25,000
Other Loan Interest Payment	-	-	-
Total non-operating revenues (expenses)	<u>59,300</u>	<u>-</u>	<u>59,300</u>
Income (loss) before transfers	1,140,300	(652,800)	487,500
Other financing sources (uses):			
Transfers in	-	-	-
Transfers Out	-	-	-
Operating Gain/(Loss)	<u><u>\$ 1,140,300</u></u>	<u><u>\$ (652,800)</u></u>	<u><u>\$ 487,500</u></u>
Operating Gain/(Loss) before Depreciation	<u><u>\$ 1,622,400</u></u>	<u><u>\$ (189,100)</u></u>	<u><u>\$ 1,433,300</u></u>

County of Ventura
Airport Enterprise-Camarillo
Budget to Actual
July 1, 2021 thru December 31, 2021
(Rounded to the nearest hundred)
(Unaudited)

	Adopted Budget as of Dec 2021	Adjusted Budget as of Dec 2021	YTD Actuals & Accruals thru Dec 2021	% Variance
Revenues:				
Permits	\$ 73,611	\$ 73,611	\$ 8,200	11%
Fines and penalties	7,332	7,332	5,900	80%
Rents and concessions	2,667,395	2,667,395	1,226,800	46%
Percentage lease rent	113,659	113,659	58,700	52%
Tiedown rents	160,680	160,680	53,800	33%
Hangar rents	587,841	587,841	440,000	75%
Land rent - hangars	414,864	414,864	206,000	50%
Transient tiedown rents	4,464	4,464	2,500	56%
Landing fees	84,148	84,148	56,000	67%
Parking fees	-	-	-	0%
Gas & oil fuel flow percentage	230,414	230,414	160,300	70%
% rent-all other gross rec	2,010,609	2,010,609	957,800	48%
Miscellaneous	16,958	16,958	20,500	121%
Total operating revenues	<u>\$ 6,371,975</u>	<u>\$ 6,371,975</u>	<u>\$ 3,196,500</u>	<u>50%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 1,816,536	\$ 1,816,536	\$ 701,700	39%
Benefits	1,239,600	1,239,600	485,500	39%
Admin Salary allocated to Oxnard Airport	(342,460)	(342,460)	(118,800)	35%
Agricultural	36,380	36,380	-	0%
Uniforms and clothing	15,040	15,040	4,900	33%
Communications	46,471	46,471	30,200	65%
Household expense	30,220	30,220	4,400	15%
Insurance	48,632	48,632	18,900	39%
Indirect county costs	49,736	49,736	24,900	0%
Maintenance-equipment	86,000	86,000	11,800	14%
Maintenance-building and improvements	481,410	217,886	74,300	34%
Medical	380	380	-	0%
Memberships and dues	8,999	8,999	1,100	12%
Miscellaneous	28,383	32,645	25,500	78%
Office expense	46,968	46,968	18,900	40%
Professional and specialized services	717,392	950,086	168,700	18%
Rents and leases - equipment	30,800	38,460	28,100	73%
Small tools and equipment	26,077	26,077	500	2%
Transportation charges	100,727	100,727	44,200	44%
Conference and seminars	54,650	54,650	2,100	4%
Utilities	226,700	226,700	95,500	42%
Education, books and training	17,310	17,310	3,900	23%
Taxes and licenses	6,355	6,355	7,100	112%
Bad debts	20,000	20,000	-	0%
Depreciation	928,772	928,772	482,100	52%
Total operating expenditures	<u>\$ 5,721,078</u>	<u>\$ 5,702,170</u>	<u>\$ 2,115,500</u>	<u>37%</u>
Operating income (loss)	<u>\$ 650,897</u>	<u>\$ 669,805</u>	<u>\$ 1,081,000</u>	<u>161%</u>

County of Ventura
 Airport Enterprise-Camarillo
 Budget to Actual
 July 1, 2021 thru December 31, 2021
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Dec 2021	Adjusted Budget as of Dec 2021	YTD Actuals & Accruals thru Dec 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	34,300	28%
Interest expense	-	-	-	
Hazmat collections	-	-	25,000	
Other loan payments	-	-	-	
Total non-operating revenues (expenses)	118,945	118,945	59,300	50%
 Income (loss) before transfers	 769,842	 788,750	 1,140,300	 145%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	(46,260)	-
Operating Gain/(Loss)	\$ 769,842	\$ 788,750	\$ 1,094,040	139%
 Operating Gain/(Loss) before Depreciation	 \$ 1,698,614	 \$ 1,717,522	 \$ 1,576,140	 92%

County of Ventura
Airport Enterprise-Oxnard
Budget to Actual
July 1, 2021 thru December 31, 2021
(Rounded to the nearest hundred)
(Unaudited)

	Adopted Budget as of Dec 2021	Adjusted Budget as of Dec 2021	YTD Actuals & Accruals thru Dec 2021	% Variance
Revenues:				
Permits	\$ 2,988	\$ 2,988	\$ 1,300	44%
Fines and penalties	5,088	5,088	4,900	96%
Rents and concessions	289,927	289,927	134,600	46%
Percentage lease rent	62,342	62,342	81,500	131%
Tiedown rents	2,954	2,954	600	20%
Hangar rents	242,694	242,694	91,600	38%
Land rent - hangars	82,260	82,260	27,700	34%
Transient tiedown rents	242	242	100	41%
Landing fees	17,033	17,033	9,900	58%
Parking fees	16,308	16,308	3,300	20%
Gas & oil fuel flow percentage	43,640	43,640	43,000	99%
% rent-all other gross rec	394,379	394,379	174,300	44%
Miscellaneous	2,880	2,880	2,000	69%
Total operating revenues	<u>\$ 1,162,735</u>	<u>\$ 1,162,735</u>	<u>\$ 574,800</u>	<u>49%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 458,770	\$ 458,770	\$ 204,000	44%
Benefits	379,257	379,257	173,100	46%
Admin salaries allocated from Camarillo Airport	332,460	332,460	118,800	36%
Agricultural	3,080	3,080	-	0%
Uniforms and clothing	15,691	15,691	4,200	27%
Communications	10,385	10,385	5,600	54%
Household expense	46,452	46,452	25,100	54%
Insurance	9,393	9,393	10,200	109%
Indirect county costs	21,778	21,778	10,900	0%
Maintenance-equipment	63,400	63,400	3,600	6%
Maintenance-building and improvements	110,952	113,821	10,400	9%
Medical	650	650	-	0%
Memberships and dues	1,995	1,995	500	25%
Miscellaneous expense	26,492	47,587	35,200	74%
Office expense	7,012	7,012	2,000	29%
Professional and specialized services	125,025	135,742	52,800	39%
Rents and leases - equipment	7,200	7,200	800	11%
Small tools and equipment	5,068	5,068	-	0%
Transportation charges	46,607	46,607	58,100	125%
Conference and seminars	31,650	31,650	-	0%
Utilities	130,203	130,203	47,500	36%
Education, books and training	1,300	1,300	1,100	0%
Bad debts	15,000	15,000	-	0%
Depreciation	882,510	882,510	463,700	53%
Total operating expenditures	<u>\$ 2,732,330</u>	<u>\$ 2,767,011</u>	<u>\$ 1,227,600</u>	<u>44%</u>
Operating income (loss)	<u>\$ (1,569,595)</u>	<u>\$ (1,604,276)</u>	<u>\$ (652,800)</u>	<u>41%</u>

County of Ventura
 Airport Enterprise-Oxnard
 Budget to Actual
 July 1, 2021 thru December 31, 2021
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Dec 2021	Adjusted Budget as of Dec 2021	YTD Actuals & Accruals thru Dec 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)	(652,800)	41%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	\$ (1,569,595)	\$ (1,604,276)	\$ (652,800)	41%
Operating Gain/(Loss) before Depreciation	\$ (687,085)	\$ (721,766)	\$ (189,100)	-26%

DEPARTMENT OF AIRPORTS 2022 MEETING SCHEDULES

AAC/CAA/OAA

<i>AVIATION ADVISORY COMMISSION</i>	<i>CAMARILLO & OXNARD AUTHORITIES</i>
January 3	January 13
February 7	February 10
March 7	March 10
April 4	April 14
May 2	May 12
June 6	June 9
July 11 (DUE TO HOLIDAY)	July 14
August 1	August 11
September 6 (DUE TO HOLIDAY)	September 8
October 3	October 13
November 7	November 10
December 5	December 8

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. Changes or cancellations may occur.

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. Changes or cancellations may occur.



COUNTY of VENTURA

COUNTY EXECUTIVE OFFICE
MICHAEL POWERS
County Executive Officer

Mike Pettit
Assistant County Executive Officer

Kaye Mand
County Chief Financial Officer

Shawn Atin
Assistant County Executive Officer/
Human Resources Director
Labor Relations

January 19, 2022

Mr. Greg Ramirez, City Manager Via email: gramirez@cityofcamarillo.org
City of Camarillo
601 Carmen Drive
Camarillo, CA 93010

RE: The 1976 Camarillo Airport Joint Powers Agreement

Dear Greg,

This letter is a follow-up to your letter dated December 17, 2021 and my subsequent letter dated December 22, 2021 regarding our Camarillo Airport Joint Powers Agreement. I would like to reiterate that we look forward to working with the City and continuing in the spirit of the 1976 Joint Powers Agreement (Agreement).

We concur that the Agreement was established between the County and the City to "...achieve maximum mutual cooperation in the development of Camarillo Airport and to maintain a balanced perspective in fulfilling COUNTY aviation requirements within a framework of continuing community sensitivity." We have continuously developed and maintained Camarillo Airport in the spirit of this Agreement during the past 45 years.

Although we have some reservations regarding whether the Federal Aviation Administration (FAA) would support some of the operating restrictions in the Agreement if they were challenged, we are no longer asking the City to explore changes to these restrictions. The Agreement lists six operating restrictions that were put in place to balance airport operations with community sensitivity, and they include:

1. The Airport shall be operated for general aviation purposes only. Camarillo Airport has not had scheduled commercial service or freight air cargo operations, and the County is not intending to pursue these types of business operations in the future. The County has designated only the Oxnard Airport as the commercial service airport and currently that facility maintains an FAA Federal Aviation Regulation (FAR) Part 139 commercial airport certificate. The County has no intent to seek a Part 139 certificate for Camarillo Airport.
2. The airport operating hours will be from 7:00 AM to 10:00 PM. The operating hours set forth in the Agreement were amended decades ago, following the Agreement's established process, to limit departures between the hours of 12 midnight to 5:00 AM, and these hours remain in effect.
3. The usable runway length shall not exceed 6,000 feet and shall be the most westerly 6,000 feet of the existing runway. The current runway length is 6,013 or 0.2% above the stipulated length, and the County has no intent to extend the runway.
4. An aircraft weight limitation of 115,000 lbs. (twin wheel) shall be in effect. This requirement is controlled by the runway and taxiway pavement design strength limitations and those limitations remain unchanged.
5. The airport VFR (Visual Flight Rules) traffic pattern shall be to the south of the airfield. The direction and operation of aircraft in flight is solely the discretion of the FAA, but the published traffic pattern has remained unchanged.

6. Airport development shall be guided to ensure that residential areas are not exposed to noise levels greater than 60 CNEL average noise and 90 dBA single event noise. The County believes we continue to meet this goal from an airport development perspective; however, this responsibility equally rests with the City of Camarillo and its zoning/land use planning for development near the airport.

As I previously stated, we continue to embrace the spirit of original Agreement. Additionally, I want to let you know that I have directed the Department of Airports to do more to show our continued good faith with the City of Camarillo and our community members. I asked the new Director of Airports, Keith Freitas, to specifically focus on rebuilding relationships with Camarillo Airport stakeholders. Mr. Freitas, as you know, is a highly experienced airport director and is fully on board with this approach.

Towards this effort, I would like to share with you some of the actions already taken and further actions that are actively being worked on:

- The County halted work on the Camarillo Airport Master Plan to provide more opportunities for the community to provide input regarding the future of the airport. The Department of Airports is working with the FAA to terminate the Airport Master Plan process and will revisit this process in a few years.
- The Department of Airports has submitted a \$525,000 FAA grant request to conduct an FAR Part 150 Noise Compatibility Study for the Camarillo Airport. The FAR Part 150 study is a data-driven process that will update noise exposure maps and features comprehensive stakeholder process. During the course of the project airport staff and noise experts will engage community members, pilots, and businesses seeking to develop the best partnership/balance for Camarillo Airport.
- The Department of Airports will establish, for the first time, a dedicated position that will focus exclusively on community relations that would include development and management of a robust airport noise program. This position will work with flight schools, pilots and aviation businesses to help ensure Camarillo Airport is a good neighbor.
- The Department will purchase, install and implement new technology that will have capability for real time aircraft flight tracking, attitude readings, and aircraft identification. The new community relations staff member will utilize this technology as a tool for communicating with pilots and community members regarding noise related incidents.

I hope that we have clearly conveyed the County's position in that we have operated the Camarillo Airport in compliance with the 1976 Joint Powers Agreement for the past 45 years. The County sees our partnership with the City of Camarillo regarding the Airport as a priority as we do with so many other important regional matters. We look forward to building a strong future together to the benefit of the communities we serve.

Sincerely,



Michael Powers
County Executive Officer

c: Kelly Long, District 3 Supervisor
Mike Pettit, Assistant County Executive Officer
Keith Freitas, Director of Airports



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

January 20, 2022

Mr. Garry Montanari
Michaelis, Montanari and Johnson.
4333 Park Terrace Drive, Suite 100
Westlake Village, CA 91361

RE: Public Records Request dated January 7, 2022
Aeroplex

Dear Mr. Montanari:

We have records responsive to your request, some of which can be sent to you electronically via email, and we have additional records which will require staff time to retrieve and copy. Attached is the breakdown of the estimated expenses to fulfill your request.

The electronic items will be sent to you within the next few days and the other items will be provided to you within 10 days of receipt of your payment.

Thank you.

Sincerely,

Madeline Herrle

Lease Manager

Madeline.HERRLE@ventura.org

805.388.4243

Enclosure

961

ESTIMATE FOR PUBLIC RECORDS REQUEST

Date: January 20, 2022

To: Mr. Garry Montanari
Michaelis, Montanari and Johnson.
4333 Park Terrace Drive, Suite 100
Westlake Village, CA 91361

Request: January 8, 2022 re: Aeroplex

“All records pertaining to contracts with Aeroplex Group Partners and/or Aerolease Aviation (aka “Aerolease Group” or “Aerolease”) from the last ten (10) years”.

<u>Hours</u>	<u>Items</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
2.5		Retrieve, copy info	24.00	60.00
	150	Estimated number of pages	.03	4.50
0.5		Review of County Counsel of Items subject to PRR	24.00	12.00
-2.0		First 2 hours, deducted per Ord No 4339	24.00	(48.00)

Total Due \$ 28.50

The above is only an estimate

The estimate also includes redaction of private information as needed.

Please make payment to Ventura County Department of Airports

962



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

February 2, 2022

Ms. Jackie Rose, Director
Ventura County Animal Services
600 Aviation Drive
Camarillo, CA 93010

RE: Expansion and renovation plans.
Camarillo Airport Business Park

Dear Jackie:

Thank you for sharing your thoughts and concerns about the future plans for County Animal Services at the Camarillo Airport Business Park. The Department of Airports is supportive of plans for the long-term rental of VCAS' existing approximate 4.5 acre location, as well as offering the potential to lease additional property as shown on the attached drawing, specifically the 1.58 acre site to the west across Convair Street, and the adjoining approximate 1.94 acre site to the east of VCAS' current location.

We look forward to working with you on these plans and the opportunity to secure a long term agreement with Ventura County Animal Services.

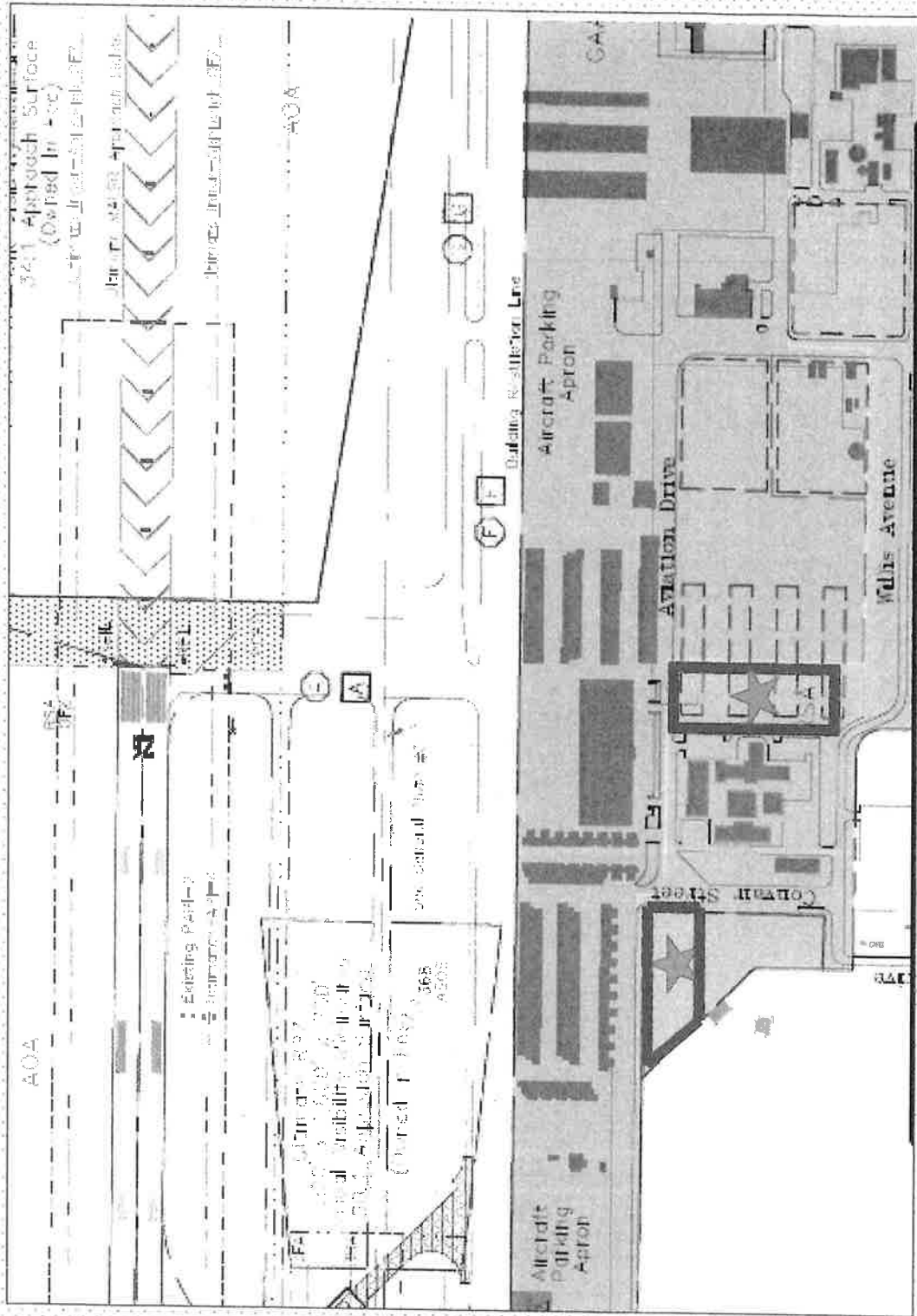
Sincerely,

Madeline Herrle
Lease Manager

Madeline.HERRLE@ventura.org
805.388.4243

Enclosure

9c1



Animal Control