



COUNTY of VENTURA
Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
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<https://vcairports.org>

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

Wednesday June 12, 2024 6:30 P.M.

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

Public Participation Options and Instructions:

1. Attend in-person at the address listed above.
2. You may observe the meeting via the **Department of Airports YouTube channel**
https://www.youtube.com/channel/UC4jLWASMGn4wTrEPdT8BOTQ?view_as=subscriber
3. Participate and provide public comment via Zoom:

WEBINAR:

[https://us06web.zoom.us/j/87586819461?pwd=ZdCt63GoqP7bppvJbPqjV1nysaJCbY.](https://us06web.zoom.us/j/87586819461?pwd=ZdCt63GoqP7bppvJbPqjV1nysaJCbY.1)

1

TELEPHONE: 1-669-444-9171

WEBINAR ID: 875 8681 9461

WEBINAR PASSCODE: 651087

Click on the link above and enter your name so we may call on you when it is your turn to speak. Members of the public who wish to comment should use the "Raise Hand" function in Zoom when the Chair of the Commission calls for public comment. The secretary will call your name when it is your turn to speak. You will be prompted to unmute your microphone. Unmute and begin speaking; start by stating your name.

If joining by telephone, press star (*) then 9 on their touch-tone phone when the Chair of the Commission calls for public comment. The secretary will call the last 4 digits of your phone number when it is your turn to speak. You will be prompted to unmute your phone. Unmute and begin speaking; start by stating your name.

Public members will have 3 minutes to speak on an agenda item. Please ensure that all background noise is muted (TV, radio, etc.).

4. Email or Mail Public Comment in Advance of the Meeting:

If you wish to make a written comment on a specific agenda item by email or mail, please submit your comment by 12:00 p.m. on the day prior to the meeting. Your written comment will be distributed to Commission members and made part of the permanent meeting record. Written comments will be made available to the public and can be viewed online at vcairports.org/meeting-archives or in person at the Airport Administration Office located at 555 Airport Way, Suite B, Camarillo, CA 93010.

Public comments submitted in writing are public record and subject to disclosure. An unredacted version is made available when records are requested by a Public Records Act request. Please do not submit personal contact information you do not want to be made public.

Comments submitted by email can be sent to airportmeetings@ventura.org. In the **Subject Line** of the email please indicate “**AAC Meeting Comment**” and the **Agenda item number** on which you are commenting (e.g., AAC Meeting Comment – Agenda Item No. 5) then proceed with your comment in the body of the e-mail.

Comments submitted by mail can be sent to 555 Airport Way, Ste. B, Camarillo, CA 93010, Attention: Denise Arreola. In the **Subject Line** of the correspondence please indicate “**AAC Meeting Comment**” and the **Agenda item number** on which you are commenting (e.g., AAC Meeting Comment – Agenda Item No. 5) then proceed with your comment in the body of the correspondence.

AGENDA

1. **CALL to ORDER and PLEDGE of ALLEGIANCE**
2. **ROLL CALL**
3. **AGENDA REVIEW**
4. **APPROVAL of MINUTES – May 8, 2024** Pages 9-14
5. **PUBLIC COMMENT PERIOD**

Airport related comments will be limited to a maximum of three minutes per item. The public comment period is reserved for issues NOT on the agenda.

In-Person Public Comment:

Speakers must fill out a speaker card and submit it to the secretary 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.

Zoom Public Comment:

Speakers should press the raise hand button, or if joining by telephone, press star (*) then 9 to be added to the speaker queue when the Chair of the Commission calls for public comment.

Email or Mail Public Comment:

If you wish to make a written comment on a specific agenda item by email or mail, please submit your comment by 12:00 p.m. on the day prior to the meeting. Your written comment will be distributed to Commission members and made part of the permanent meeting record. Written comments will be made available to the public and can be viewed online at vcairports.org/meeting-archives or in person at the Airport Administration Office located at 555 Airport Way, Suite B, Camarillo, CA 93010.

Public comments submitted in writing are public record and subject to disclosure. An unredacted version is made available when records are requested by a Public Records Act request. Please do not submit personal contact information you do not want to be made public.

6. NEW BUSINESS

- A. Subject: Receive and File a Monthly Staff Update from Communications and Engagement Manager Regarding Ventura County Airports** Pages 15-16

Recommendation:

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

B. Subject: Authorization for the Director of Airports or His Designee to Award Four (4) Annual Consulting Services Contracts for Fiscal Year 2024-2025 to Assist the Department of Airports with the Following Services: Engineering, Environmental Review, Environmental Planning, Grant Support Administration, Planning, Design Review Services, Specification Writing, Disadvantage Business Enterprise Support, Cost Engineering/Estimating Inspection, Materials Testing, Surveying, Construction Management, Independent Fee Estimation and to Issue Work Orders Against These Contracts **Pages 17-25**

Recommendations:

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

1. Authorize the Director of Airports, or his designee, to award annual consulting-services contracts for fiscal year 2024-2025 to the consultants listed in the Annual Consultant Services Contracts Summary (Exhibit 1) using a contract form negotiated in compliance with the County of Ventura Public Works Agency Project Processing Procedures Manual (an exemplar contract form is attached as Exhibit 2); final contract language is subject to review and approval as to form by County Counsel; and
2. Authorize the Director of Airports, or his designee, to issue work orders against such contracts for up to \$35,000 each project for planning of construction projects not yet approved by your Board, and for up to \$200,000 each work order for other services.

C. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Contract Amendments to Extend the Contract Expiration Dates of Four (4) Contracts through June 30, 2025; No Change in Total Cost of Contracts **Pages 26-36**

Recommendation:

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

Approval of, and authorization for the Director of Airports or his designee to sign, contract amendments to extend the contract expiration dates of four contracts through June 30, 2025 (Exhibits 1-4). No change in total cost of contracts.

VENDOR	CONTRACT NO.	CONTRACT TITLE	CONTRACT EXPIRATION	REVISED CONTRACT EXPIRATION	CHANGE IN TOTAL CONTRACT COST
Jviation, a Woolpert Company	AEA 21-07	Oxnard Airport – Construction Administration Services for RWY 7-25, Connector Taxiways and Parallel Taxiway Pavement Reconstruction	6/30/2022	6/30/25	\$0
Coffman Associates	AEA 22-06	Camarillo Airport – Part 150 Noise Compatibility Study	10/12/2024	6/30/25	\$0
Coffman Associates	AEA 22-07	Oxnard Airport – Part 150 Noise Compatibility Study	10/12/2024	6/30/25	\$0
Jviation, a Woolpert Company	AEA 23-05	Oxnard Airport – Repackage and Construction Phasing Design for the Reconstruction of Taxiway F	12/31/2023	6/30/25	\$0

D. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Contract Change Order No. 1 in the Amount of \$173,284 with Security Paving Company, Inc. for the Reconstruction of Taxiway F (renamed A) at Oxnard Airport, Raising the Total Contract Amount from \$17,365,009.50 to a Total Amount of \$17,538,293.50; Project Specification DOA 23-03 and Project No. OXR-150 Pages 37-42

Recommendation:

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

Approve and authorize the Director of Airports or his designee to sign, Contract Change Order No. 1 (Exhibit 1) in the amount of \$173,284 with Security Paving Company, Inc. for the reconstruction of Taxiway F (renamed A) at Oxnard Airport, raising the total contract amount from \$17,365,009.50 to a total amount of \$17,538,293.50.

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. Pages 43-89

Monthly Activity Report – March – April 2024
Monthly Noise Complaints – March – April 2024
Consultant Reports (Coffman Associates) – March - April 2024
Consultant Reports (Woolpert – Camarillo Airport) – March – April 2024
Consultant Reports (Woolpert – Oxnard Airport) – March – April 2024
Consultant Reports (Mead & Hunt) – May 2024
Airport Tenant Projects – May 2024
Project Status Report – May 2024
Financial Statements – Third and Fourth Quarter
Meeting Calendars – 2024

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. Pages 90-128

Ventura County Star article dated April 9, 2024, re: Camarillo Airport noise study, planning document topics for City Council meeting

Department of Airports Request for Proposals dated April 11, 2024, Selection Process of a Master Developer for Commercial Development of Approximately 5.1 Acres at the Oxnard Airport

Letter from Andrea Ozdy, Deputy Executive Officer of Ventura Local Agency Formation Commission dated April 12, 2024, re: Camarillo Airport Layout Plan

City of Camarillo News Release dated April 15, 2024, re: City Council Confirms Commitment to Preserving Camarillo's Quality of Life During Update on Camarillo Airport

Department of Airports News dated April 18, 2024, re: SoCal Gas Survey Work Being Conducted April 22 – April 27

Camarillo Acorn article dated April 20, 2024, re: Answers from an airport attorney

Department of Airports Project Schedule Update dated April 23, 2024, re: Oxnard Airport Taxiway A (formerly Taxiway F) Reconstruction Project

Ventura County Star article dated April 23, 2024, re: Two car dealerships proposed for Camarillo near airport

Letter from City of Camarillo Manager, Greg Ramirez, dated May 10, 2024, re: Camarillo Airport Layout Plan Update

Department of Airports News dated May 16, 2024, re: Community Update Regarding Taxiway A Reconstruction Project

Ventura County Star article dated May 16, 2024, re: Ventura County Fire headquarters moves to Thousand Oaks. Here's what to know

Department of Airports E-Mail Announcement from Communications and Engagement Manager, Jannette Jauregui, dated May 17, 2024, re: Ventura County Department of Airports: Listening Sessions Now Scheduled for Part 150 Noise Compatibility Studies

Department of Airports Project Schedule Update dated May 21, 2024, re: Oxnard Airport Taxiway A (formerly Taxiway F) Reconstruction Project

Letter from City of Camarillo Mayor, Tony Trembley, dated May 22, 2024, re: Part 150 Noise Compatibility Study

Department of Airports News dated May 27, 2024, re: Commemorative Air Force Museum Preserves History of Camarillo's Former Air Force Base

Department of Airports News dated June 3, 2024, re: Veteran, Doctor, Pilot: Honoring Dr. Eugene Fussell

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

11. ADJOURNMENT

The next regular Commission meeting will be on **Wednesday, July 10, 2024, at 6:30 p.m.** in the Department of Airports Administration Office Conference Room, 555 Airport Way, Suite B, Camarillo, California.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT DENISE ARREOLA (805) 388-4372. 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/87586819461?pwd=ZdCt63GoqP7bppvJbPgjV1nysaJCbY.1>

Webinar ID: 875 8681 9461
Passcode: 651087
Phone Numbers: 1-669-444-9171

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.

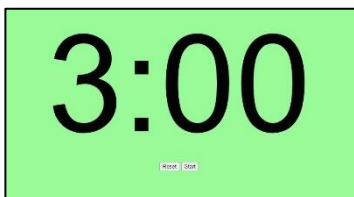
Telephone: You may observe the meeting via the Department of Airports YouTube channel. If you are interested in speaking to an item, you can call into one of the phone lines listed above, and when prompted enter the Webinar ID and Passcode shown above. Once in the meeting, you will be listening to the 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.





AVIATION ADVISORY COMMISSION

MINUTES

May 8, 2024

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Maggie Bird, called the meeting to order at 6:35 p.m. and Vice Chair John Corneau led the pledge of allegiance.

2. ROLL CALL

PRESENT

Maggie Bird
Adriana Van der Graaf
Jerold Abramson
Steve Weiss
Steve Tannehill
John Corneau
Shane Warburton

Excused (E)

Late (L)

Absent (A)

ABSENT

Matthew Johnston (E)
James Flickinger (E)

AIRPORT STAFF

Keith Freitas, Director of Airports
Jamal Ghazaleh, Accounting Manager
Ana Castro, Program Administrator
Denise Arreola, Management Assistant

DEVELOPERS

Charles McLaughlin, Fly 805, LLC.
Peter Lezak, Urban Air Mobility, LLC
(remotely)

3. AGENDA REVIEW

No changes to the agenda.

4. APPROVAL OF MINUTES – March 13, 2024

Action: *Commissioner Jerrold Abramson moved to approve the March 13, 2024, minutes and Commissioner Steve Weiss seconded the motion. All members voted and the motion passed 4-0 with three abstentions from Commissioners Van de Graaf, Tannehill, and Vice Chair Corneau.*

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.

Public comments heard.

6. NEW BUSINESS

- A. **Subject:** **Receive and File a Status Report on the Five-Acre and Seven-Acre Development Parcels at Oxnard Airport (Presentation by Developers)**

Recommendation:

Receive and file a status report on the developments planned at Oxnard Airport on the five-acre and seven-acre parcels, which were awarded to developers Fly 805, LLC., and Urban Air Mobility, LLC., respectively, in the Fall of 2022. Presentations by the developers of the current project status and preliminary/conceptual plans for layout will be presented via Zoom and in person.

Keith Freitas, Director of Airports, introduced developers Charles McLaughlin for Fly 805, LLC., and Peter Lezak for Urban Air Mobility, LLC. Charles McLaughlin attended in person and presented first with a PowerPoint presentation. Peter Lezak attended remotely and presented second with a PowerPoint presentation. Questions from the Commission were heard and addressed by each developer.

Action: *Without motion, the Commission receives the status report on the five-acre and seven-acre development parcels at Oxnard Airport.*

B. Subject: Review of Fiscal Year 2024-25 Proposed Budget (*Exhibit 1 is available for review on the Department of Airports website vcairports.org/meeting-calendar/*)

Recommendation:

Staff requests that your Commission and Authorities review and comment on the Department of Airports (DOA) proposed FY 2024-25 budget for Camarillo and Oxnard Airports; and Camarillo Roads and Lighting Enterprise Fund, as attached, and recommend approval of the Board of Supervisors.

Jamal Ghazaleh, Accounting Manager, presented this item for its recommended approval by the Board of Supervisors. A summary of the expenses, revenues, and depreciations followed by various budget comments from the Commission were heard and addressed by staff.

Action: Commissioner Steve Weiss moved to approve the staff's recommendation and Vice Chair John Corneau seconded the motion to approve the Department of Airports proposed FY 2024-25 budget for Camarillo and Oxnard Airports. All members voted and the motion passed unanimously 7-0.

C. Subject: Approval of the Department of Airports' Fiscal Year 2024-25 Rent and Fee Schedule, Effective July 1, 2024; Adoption of a Resolution Establishing Rents, Fees, and Insurance Requirements for the Department of Airports; Delegation of Authority to the County Executive Officer and the Director of Airports to Execute Leases, Subleases, Licenses, Permits, Special Use/Activity Permits, Operation Agreements, Extensions, Amendments, Consents, Termination Notices, and Unlawful Detainer Complaints in Accordance with the Provisions of the Schedule

Recommendations:

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

1. Approve the Department of Airports' ("Department") FY 2024-25 Rent and Fee Schedule (Exhibit 1 is a clean version and Exhibit 2 is a legislative version with track changes), with an effective date of July 1, 2024; and
2. Authorize the County Executive Officer and the Director of Airports to execute certain leases, subleases, licenses, permits, special use/activity permits, operation agreements, extensions, amendments, consents, termination notices, and unlawful detainer complaints as described in section III of the attached resolution (pages 31-38 of Exhibit 1) (requires 4/5ths vote); and

3. Approve, adopt, and execute the resolution (pages 31-38 of Exhibit 1) establishing rents, fees, and insurance requirements for the Department.

Keith Freitas, Director of Airports, presented this item for its recommended approval by the Board of Supervisors. A summary presentation of items that are changing this fiscal year were shown.

Action: Commissioner Steve Weiss moved to approve staff's recommendation and Vice Chair John Corneau seconded the motion to approve the Department of Airports' Fiscal Year 2024-25 Rent and Fee Schedule, Effective July 1, 2024. All members voted and the motion passed unanimously 7-0.

7. DIRECTOR'S REPORT

The Department of Airports is proud to acknowledge its participation in the County of Ventura's first ever Bring Your Child to Work Day. Management Assistant, Denise Arreola and Operations Officer, Paul Lee, attended the event with an operations vehicle and many flyers and goodies for the children. The Department of Airports booth gained a lot of interest from children and parents of all ages.

Oxnard Airport will welcome pilots and air traffic controllers for the 3rd Annual Fly-In Fly Friendly event on May 22, 2024. This noise focused program has been a great success for the Oxnard area, and we hope to mirror that same success for Camarillo in the future.

The Department will host its next Part 150 Noise Study meetings for Camarillo and Oxnard Airports. The Camarillo public meeting will be on Monday, June 3, 2024, at 6:00 p.m. at the Ventura County Office of Education located at 5100 Adolfo Road, Camarillo, California 93012. The Oxnard public meeting will be held the following day, Tuesday, June 4, 2024, at 6:00 p.m. at the Courtyard by Marriot – Oxnard located at 600 E. Esplanade Drive, Oxnard, California 93036. The Department has made progress, but still has a way to go with both airports. This is the middle point in the study where ideas, thoughts and input from community members and pilots are encouraged. The feedback will assist our consultants in determining what to consider and what to implement for the Department as a whole, when mitigating noise concerns at both airports.

The Camarillo Airport runway/taxiway temporary repair construction contract approved at the March 13th Commission meeting was signed this week. The start date for this project is in negotiation and will take approximately 30 days to complete. The target start date for this project is after the Wings Over Camarillo air show, August 19, 2024.

This week, the Taxiway A reconstruction project began at Oxnard Airport. This is the final phase of the project started three years ago repairing the runway through its five connectors. This four-year project was made possible with 39-million dollars' worth of

federal grants. Because of the great weather conditions in the area, it is expected Oxnard Airport will get fifty years' use out of the newly repaired pavement.

Director's Report was received and filed.

8. REPORTS

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

Monthly Activity Report – February 2024
Monthly Noise Complaints – February 2024
Consultant Reports (Coffman Associates) – January, February 2024
Consultant Reports (Aviation/Woolpert – Camarillo Airport) – February 2024
Consultant Reports (Aviation/Woolpert – Oxnard Airport) – February 2024
Consultant Reports (Mead & Hunt) – March 2024
Airport Tenant Projects – April 2024
Project Status Report – April 2024
Meeting Calendars – 2024

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.

Ventura County Star article dated February 28, 2024, re: Plane lost power before Camarillo crash, report says

Department of Airports News dated March 15, 2024, re: Public Review and Comment Period Now Open for Camarillo Airport Layout Plan

Department of Airports News dated March 15, 2024, re: Ventura County Ninety-Nines: Celebrating Women in Aviation

Department of Airports Memorandum from Deputy Director, Casey Pullman, dated March 20, 2024, re: New Engine Run-Up Area at Eastern End of Abandoned Runway (26)

Department of Airports Project Schedule Announcement dated March 21, 2024 re: Oxnard Airport – Taxiway A (formerly Taxiway F) Reconstruction Project

Camarillo Acorn article dated March 23, 2024, re: Airport layout plan available for review

Department of Airports News dated March 26, 2024, re: Increased Helicopter Activity Expected in Camarillo

Correspondence was received and filed.

10. COMMISSION COMMENTS

Commissioner Jerrold Abramson questions staff on the status of the noise abatement in the next 2-3 years at Oxnard Airport. Director Freitas acknowledges those projections are in the noise study, along with the projections on potential new developments. Commissioners Weiss, Tannehill, and Chair Bird made additional comments about the related traffic concerns in the Oxnard area.

Commissioner Steve Tannehill is pleased to see the unleaded fuel incentive and requests a report regarding unleaded fuel on a future agenda. More specifically, how much fuel is sold, and how much of it is leaded and unleaded. Director Freitas notes that because unleaded fuel is not mandated, industry-wide the numbers are not high.

11. ADJOURNMENT

There being no further business, a motion to adjourn the May 8, 2024, meeting of the Aviation Advisory Commission was made by Commissioner Jerrold Abramson and all Commissioners voted in favor at 7:43 p.m.

The next regular Commission meeting is scheduled on **Wednesday, June 12, 2024, at 6:30 p.m.** in the Department of Airports Administration Office Conference Room, 555 Airport Way, Suite B, Camarillo, California.

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

June 12, 2024

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

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

Recommendation:

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

Fiscal/Mandates Impact:

This item is presented for information only and it does not require consideration by the Board of Supervisors at this time. There are no fiscal impacts associated with the recommended action.

Discussion:

The Department of Airports held its third annual Fly Friendly VC Fly-in event on May 22nd at Oxnard Airport. The event welcomed more than 30 pilots from regional airports and included updates to the program and discussions regarding the successes of the program thus far as well as ways to improve the program, specifically with regard to flight patterns. Introduced for the first time was a new communication piece and Fly Friendly VC guidelines for jet operations out of CMA.

Additionally, the Department of Airports continues to work to highlight exceptional stories surrounding local aviation.

The County of Ventura Department of Airports was established in 1976 to manage Camarillo Airport and Oxnard Airport. Together these Airports provide vital connections to the national airspace system and are home to many businesses and individual aircraft owners, all of whom contribute to the economic vitality of Ventura County and/or serve as philanthropic contributors through a variety of non-profit organizations. Such contributions are made without the knowledge of the majority of the general public.

National and locally based organizations such as Pilots for Paws, Angel Flight, LightHawk, the VC Ninety-Nines, Experimental Aircraft Association, and more are dedicated to serving the community in a variety of ways and are among the unsung heroes in local aviation.

The Department of Airports began a series highlighting these unsung heroes in September 2023. This series is showcased through periodic short feature stories designed to not only put a spotlight on those who tirelessly serve the community but to also help educate the community about a portion of local aviation that is often overlooked.

May's spotlight was twofold with the first story focusing on the Commemorative Air Force Museum's Southern California Chapter at Camarillo Airport and its role in preserving the history of military aviation in the United States. The second story focused on Dr. Eugene Fussell, a fixture in Ventura County for his work as an orthopedic surgeon and as a locally-based pilot whose contributions to the community extend well beyond his work to help pave the way for new generations of pilots.

If you have any questions about either feature story or any other locally based organization, please contact Jannette Jauregui at (805) 388-4287 or me at (805) 388-4200.



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

June 12, 2024

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

Subject: Authorization for the Director of Airports or His Designee to Award Four (4) Annual Consulting Services Contracts for Fiscal Year 2024-2025 to Assist the Department of Airports with the Following Services: Engineering, Environmental Review, Environmental Planning, Grant Support Administration, Planning, Design Review Services, Specification Writing, Disadvantage Business Enterprise Support, Cost Engineering/Estimating Inspection, Materials Testing, Surveying, Construction Management, Independent Fee Estimation and to Issue Work Orders Against These Contracts

Recommendations:

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

1. Authorize the Director of Airports, or his designee, to award annual consulting-services contracts for fiscal year 2024-2025 to the consultants listed in the Annual Consultant Services Contracts Summary (Exhibit 1) using a contract form negotiated in compliance with the County of Ventura Public Works Agency Project Processing Procedures Manual (an exemplar contract form is attached as Exhibit 2); final contract language is subject to review and approval as to form by County Counsel; and
2. Authorize the Director of Airports, or his designee, to issue work orders against such contracts for up to \$35,000 each project for planning of construction projects not yet approved by your Board, and for up to \$200,000 each work order for other services.

Fiscal/Mandates Impact:

Mandatory: *No*
Source of Funding: *Airport Enterprise Fund*
Impact on Other Departments: *None*

This action does not result in an immediate fiscal impact, as there is no obligation to issue any work orders against these annual contracts during the term of the contracts. A fiscal impact will occur only when work orders are issued. Sufficient revenue and appropriations are available in the Department of Airport's ("Department") FY 2024-2025 proposed budget for these types of contracts.

Strategic Priority:

These annual contracts support the County's Strategic Priorities to support fiscal responsibility, economic vitality, reliable infrastructure, and sustainability.

Discussion:

To obtain professional consulting services for projects at Camarillo and Oxnard Airports for fiscal year 2024-2025, the Department reviewed previous year annual contract work, consultant performance, and anticipated future professional services requirements in order to determine which consultants and services should be retained under an annual contract arrangement. Based on this analysis, select consultants were invited to express their interest in forming an annual contract with the County. Invited consultants submitted proposed fee schedules which were reviewed and negotiated, and a list of proposed consultants was developed as shown in Exhibit 1.

The proposed contract form (Exhibit 2) has been negotiated in compliance with the County of Ventura Public Works Agency Project Processing Procedures Manual for Class II annual contracts. Class II annual contracts are approved by the Board each year. They are general contracts utilized for specific professional services when needed. Once an annual contract is in place, work orders are issued against the annual contract for specific services. No single work order can exceed \$200,000. The contracted services include, but are not limited to, engineering and plan review, specification writing, construction estimation, project oversight and inspection, planning, and environmental planning and review.

Consultants recommended for contracts have demonstrated qualifications required by the County. Negotiations have resulted in fee schedules considered fair and reasonable for the qualifications. Entering into an annual consulting-services contract does not guarantee any work for, or obligate the County to engage the services of, a consultant.

AAC/CAA/OAA
Annual Contracts
June 12, 2024
Page 3

If you have any questions regarding this item, please call Erin Powers at (805) 388-4205, or me at (805) 388-4200.

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

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

Exhibit 1 - Annual Consultant Services Contracts Summary
Exhibit 2 - Contract

Department of Airports

Annual Services Contracts by Consultant for FY2024-2025

Coffman Associates, Inc.
Scottsdale, AZ
AEA 25-01 Limit: \$200,000

Services Under Contract
Environmental Planning
Environmental Review Services
Grant Support Administration Services
Planning

Woolpert Inc.
Dayton, OH
AEA 25-02 Limit: \$200,000

Services Under Contract
Civil Engineering
Design Review Services
Specification Writing
Grant Support
Construction Administration Services
Disadvantage Business Enterprise Support
Cost Engineer/Estimator
Materials Testing & Monitoring Services
Project Planning
Environmental Studies
Architectural Engineering
Survey

Mead and Hunt, Inc.
Windsor, CA
AEA 25-03 Limit: \$200,000

Services Under Contract
Civil Engineering
Design Review Services
Specification Writing
Grant Support
Construction Administration Services
Disadvantage Business Enterprise Support
Cost Engineer/Estimator

Materials Testing & Monitoring Services
Project Planning
Environmental Studies
Architectural Engineering
Survey

The Adams Companies, LLC
Gilbert, AZ
AEA 25-04 Limit: \$20,000

Services Under Contract
Independent Fee Estimation & Negotiation

ANNUAL CONSULTING SERVICES CONTRACT

AE No. AEA 25-XX

PROFESSIONAL SERVICES CONTRACT for Oxnard and Camarillo Airports

This is an annual contract, made and entered into this July 1, 2024, by and between the COUNTY OF VENTURA, (COUNTY), and [INSERT NAME AND ADDRESS OF CONSULTANT] (CONSULTANT).

This contract (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 on an "as needed / as requested" basis, during the period from July 1, 2024 to June 30, 2025, 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 from time to time, which is on file with the 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. COUNTY will make payment only for services actually rendered. CONSULTANT is not entitled to payment for having been retained under this Contract. CONSULTANT is not entitled to perform work under this Contract except as requested by COUNTY, and COUNTY is not obligated to request any work under this Contract. Payment for services rendered shall be made monthly, within 30 days from when the COUNTY receives an invoice or 10 days from when the Auditor-Controller's office receives the invoice, in accordance with "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 CONSULTANT or a principal of the firm.

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, plus a pro-rata share of any percentage retention specified.

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. a. CONSULTANT shall, 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 minimum of \$1,000,000 coverage for each occurrence and \$2,000,000 aggregate coverage.
- 2) Worker’s Compensation insurance in full compliance with California law for all employees of CONSULTANT in the minimum amount of \$500,000, if applicable.
- 3) Professional Liability (Errors and Omissions) insurance shall provide a minimum of \$1,000,000.00 coverage for each occurrence and \$2,000,000.00 in annual aggregate coverage. Professional Liability insurance is not required if the CONSULTANT does not provide design services including the preparation of plans or specifications, or survey services as part of design or project layout during the completion of this Contract.

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.

10. CONSULTANT shall defend, indemnify and hold harmless COUNTY, including all of its boards, agencies, departments, officers, employees, agents and volunteers, against any and all claims, lawsuits, judgments, debts, demands or liabilities that arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of CONSULTANT in the performance of this Contract.

CONSULTANT:

COUNTY: **COUNTY OF VENTURA**

Signature

Keith Freitas, Director of Airports

Printed Name and Title

Taxpayer I.D. No.

EXHIBIT A

SCOPE OF WORK AND SERVICES

Consultant shall provide professional consulting services during the period from July 1, 2024 to June 30, 2025, as requested by the Director of Airports or his designated representative. Such services shall include, but are not limited to management consulting services, civil engineering, architectural engineering, design review, specification writing, grant support, construction administration services, disadvantage business enterprise support, cost engineering/estimates, materials testing and monitoring, project planning, survey, environmental planning, environmental review services, planning services.

County retains the right to terminate any work requested for any reason by notifying Consultant in writing 60 days in advance and by paying all charges accumulated prior to such termination.

Consultant agrees to complete all work accepted by Consultant during the term of this contract.

All work performed under this contract shall be done under the general direction of the Director of Airports and the direction of the Deputy Director of Airports or his designated representative.

At the Agency's discretion, the Agency may provide Consultant with office space, telephone, computer, supplies and secretarial services at the Department of Airports Administrative Offices, Camarillo Airport, for use solely for the performance of services for the County.

END OF EXHIBIT A

EXHIBIT B

TIME SCHEDULE

All work under this contract shall be completed by June 30, 2024.

END OF EXHIBIT B

EXHIBIT C

FEES and PAYMENT

On presentation of invoice, payment shall be made for work completed, delivered and accepted at the following rates:

1. Fee Schedule (See Exhibit C-1)

County shall compensate Consultant at the above rate, but not to exceed the sum of **[INSERT CONTRACT AMOUNT]** for all assigned work completed.

END OF EXHIBIT C



COUNTY of VENTURA
 Department of Airports

555 Airport Way, Suite B
 Camarillo, CA 93010
 Phone: (805) 388-4372
 Fax: (805) 388-4366
<https://vcairports.org>

June 12, 2024

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

Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Contract Amendments to Extend the Contract Expiration Dates of Four (4) Contracts through June 30, 2025; No Change in Total Cost of Contracts

Recommendation:

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

Approval of, and authorization for the Director of Airports or his designee to sign, contract amendments to extend the contract expiration dates of four contracts through June 30, 2025 (Exhibits 1-4). No change in total cost of contracts.

VENDOR	CONTRACT NO.	CONTRACT TITLE	CONTRACT EXPIRATION	REVISED CONTRACT EXPIRATION	CHANGE IN TOTAL CONTRACT COST
Jviation, a Woolpert Company	AEA 21-07	Oxnard Airport – Construction Administration Services for RWY 7-25, Connector Taxiways and Parallel Taxiway Pavement Reconstruction	6/30/2022	6/30/25	\$0
Coffman Associates	AEA 22-06	Camarillo Airport – Part 150 Noise Compatibility Study	10/12/2024	6/30/25	\$0
Coffman Associates	AEA 22-07	Oxnard Airport – Part 150 Noise Compatibility Study	10/12/2024	6/30/25	\$0

Aviation, a Woolpert Company	AEA 23-05	Oxnard Airport – Repackage and Construction Phasing Design for the Reconstruction of Taxiway F	12/31/2023	6/30/25	\$0
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Fiscal/Mandates Impact:

Mandatory: *No*
 Source of Funding: *Airport Enterprise Fund*
 Impact on Other Departments: *None*

Strategic Priority:

These contract amendments to extend contract time supports the County’s Strategic Priorities to support fiscal responsibility, economic vitality, reliable infrastructure, and sustainability.

Discussion:

To support projects at the Camarillo and Oxnard airports, the Department of Airports enters into various consulting contracts for planning, design and construction management services. Typically, the contract period identified in each contract reflects adequate time to complete the performance of the work. However, the Airport has undertaken several significant projects and experienced the impacts of limited staffing levels both inhouse and via project stakeholders (contractors, Federal Aviation Administration) which have led to protracted coordination times to complete project paperwork, closeouts and progress or final payments.

All four consulting contracts were Board-authorized. Therefore, Staff requests Commission/Authority approval to authorize the Department of Airports to execute contract amendments to extend the contract expiration dates for the four identified contracts through June 30, 2025. This will allow each project to continue to project completion and meet Auditor-Controller standards for vendor payments. None of the amendments will change the total amount of the contract.

AAC/CAA/OAA
Approval of Four Contract Amendments
To Extend Contract Expiration Dates
June 12, 2024
Page 3

If you have any questions regarding this item, please call Erin Powers at (805) 388-4205, or me at (805) 388-4200.



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

Attachments:

- Exhibit 1 – AEA 21-07 Contract Amendment No.1
- Exhibit 2 – AEA 22-06 Contract Amendment No.2
- Exhibit 3 – AEA 22-07 Contract Amendment No.2
- Exhibit 4 – AEA 23-05 Contract Amendment No.1

**CONSULTING SERVICES CONTRACT: AEA 21-07
AMENDMENT of CONTRACT NO. 1**

**Oxnard Airport – CONSTRUCTION ADMINISTRATION
SERVICES FOR RUNWAY 7-25, CONNECTOR TAXIWAYS and
PARALLEL TAXIWAY PAVEMENT RECONSTRUCTION**

FAA AIPNO: 3-06-0179-038-2021

The County of Ventura (County), and Jviation, a Woolpert Company, (Consultant) enter into this agreement (Amendment No. 1) to amend the existing consulting services contract between them, entered into on July 27, 2021, for construction administration services (Contract).

County and Consultant desire to amend the terms of said existing Contract to extend the contract completion date to allow for the additional time needed to complete the subject project.

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 B, TIME SCHEDULE, is deleted and replaced in its entirety with the following:

The CONSULTANT will complete all work called for under Tasks 1 through 3 by June 30, 2025.

Time during which the CONSULTANT is delayed by any public agency reviewing the Contract Documents, or by the County or FAA, for any reason, and not occasioned by acts or omissions of the CONSULTANT, shall not be included in the above time limitations if the CONSULTANT gives prompt notice of delays when they occur.

CONSULTANT: JVIATION, A WOOLPERT COMPANY Taxpayer No.: _____

Dated: _____

Print Name and Title

Dated: _____

Print Name and Title

COUNTY: County of Ventura

Dated: _____

Keith Freitas Director of Airports

CONSULTING SERVICES CONTRACT: AEA 21-07
AMENDMENT of CONTRACT NO. 1

Oxnard Airport – CONSTRUCTION ADMINISTRATION SERVICES
FOR RUNWAY 7-25, CONNECTOR TAXIWAYS and PARALLEL
TAXIWAY PAVEMENT RECONSTRUCTION

FAA AIPNO: 3-06-0179-038-2021

**CONSULTING SERVICES CONTRACT: AEA 22-06
AMENDMENT of CONTRACT NO. 2
CAMARILLO Airport – PART 150 NOISE COMPATIBILITY
STUDY**

The County of Ventura (County), and Coffman Associates, Inc., (Consultant) enter into this agreement (Amendment No. 2) to amend the existing consulting services contract between them, entered into on September 30, 2022, and first amended on July 26, 2023 (Amendment No. 1), for consulting services in conducting the Part 150 Noise Compatibility Study (Contract).

County and Consultant desire to amend the terms of said existing Contract to extend the contract completion date to allow for the additional time needed to complete the subject project.

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 B, TIME SCHEDULE, is replaced in its entirety with the following:

The CONSULTANT will complete all work by June 30, 2025.

Time during which the CONSULTANT is delayed by any public agency reviewing the Contract Documents, or by the County or FAA, for any reason, and not occasioned by acts or omissions of the CONSULTANT, shall not be included in the above time limitations if the CONSULTANT gives prompt notice of delays when they occur.

CONSULTANT: COFFMAN ASSOCIATES, INC. Taxpayer No.: _____

Dated: _____

Print Name and Title

Dated: _____

Print Name and Title

COUNTY: County of Ventura

Dated: _____

Keith Freitas Director of Airports

CONSULTING SERVICES CONTRACT: AEA 22-06
AMENDMENT of CONTRACT NO. 1
Camarillo Airport – PART 150 NOISE COMPATIBILITY STUDY

**CONSULTING SERVICES CONTRACT: AEA 22-07
AMENDMENT of CONTRACT NO. 2**

Oxnard Airport – PART 150 NOISE COMPATIBILITY STUDY

The County of Ventura (County), and Coffman Associates, Inc., (Consultant) enter into this agreement (Amendment No. 2) to amend the existing consulting services contract between them, entered into on September 30, 2022, and first amended on July 26, 2023 (Amendment No. 1), for consulting services in conducting Part 150 Noise Compatibility Study (Contract).

County and Consultant desire to amend the terms of said existing Contract to extend the contract completion date to allow for the additional time needed to complete the subject project.

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 B, TIME SCHEDULE, is deleted and replaced in its entirety with the following:

The CONSULTANT will complete all work by June 30, 2025.

Time during which the CONSULTANT is delayed by any public agency reviewing the Contract Documents, or by the County or FAA, for any reason, and not occasioned by acts or omissions of the CONSULTANT, shall not be included in the above time limitations if the CONSULTANT gives prompt notice of delays when they occur.

CONSULTANT: COFFMAN ASSOCIATES, INC. Taxpayer No.: _____

Dated: _____

Print Name and Title

Dated: _____

Print Name and Title

COUNTY: County of Ventura

Dated: _____

Keith Freitas Director of Airports

CONSULTING SERVICES CONTRACT: AEA 22-07
AMENDMENT of CONTRACT NO. 1
Oxnard Airport – PART 150 NOISE COMPATIBILITY STUDY

**CONSULTING SERVICES CONTRACT: AEA 23-05
AMENDMENT of CONTRACT NO. 1**

**Oxnard Airport – REPACKAGE AND CONSTRUCTION
PHASING DESIGN FOR THE RECONSTRUCTION OF TAXIWAY F**

The County of Ventura (County), and Aviation, a Woolpert Company, (Consultant) enter into this agreement (Amendment No. 1) to amend the existing consulting services contract between them, entered into on March 28, 2023, for consulting services in the design of the reconstruction of Taxiway F (Contract).

County and Consultant desire to amend the terms of said existing Contract to extend the contract completion date to allow for the additional time needed to complete the subject project.

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 B, TIME SCHEDULE, is deleted and replaced in its entirety with the following:

The CONSULTANT will complete all work by June 30, 2025.

Time during which the CONSULTANT is delayed by any public agency reviewing the Contract Documents, or by the County or FAA, for any reason, and not occasioned by acts or omissions of the CONSULTANT, shall not be included in the above time limitations if the CONSULTANT gives prompt notice of delays when they occur.

CONSULTANT: Jviation, a Woolpert Company Taxpayer No.: _____

Dated: _____

Print Name and Title

Dated: _____

Print Name and Title

COUNTY: County of Ventura

Dated: _____

Keith Freitas Director of Airports

CONSULTING SERVICES CONTRACT: AEA 23-05
AMENDMENT of CONTRACT NO. 1
Oxnard Airport - REPACKAGE AND CONSTRUCTION
PHASING DESIGN FOR THE RECONSTRUCTION OF
TAXIWAY F

June 12, 2024

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 His Designee to Sign, Contract Change Order No. 1 in the Amount of \$173,284 with Security Paving Company, Inc. for the Reconstruction of Taxiway F (renamed A) at Oxnard Airport, Raising the Total Contract Amount from \$17,365,009.50 to a Total Amount of \$17,538,293.50; Project Specification DOA 23-03 and Project No. OXR-150

Recommendation:

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

Approve and authorize the Director of Airports or his designee to sign, Contract Change Order No. 1 (Exhibit 1) in the amount of \$173,284 with Security Paving Company, Inc. for the reconstruction of Taxiway F (renamed A) at Oxnard Airport, raising the total contract amount from \$17,365,009.50 to a total amount of \$17,538,293.50.

Fiscal/Mandates Impact:

Mandatory: *No*

Source of funding: *Federal Aviation Administration (90%)
Caltrans (up to 4.5%)*

Funding match required: *10% of costs less any Caltrans funding*

Impact on other departments: *None*

<u>Summary of Revenue and Project Costs</u>	<u>FY 2023/24</u>	<u>FY 2024/25</u>
Revenue: FAA (up to 90%)	\$ 155,956*	\$ 0
Caltrans (up to 4.5%)	0*	0
Direct Costs	\$173,284	\$ 0
Net Costs – Airport Enterprise Fund	<u>\$ 17,328</u>	<u>\$ 0</u>

* It is anticipated that the FAA will provide reimbursement of up to 90% of the contract change order amount. However, if grant funding is not available there are *sufficient appropriations available in the FY 23-24 Airport Enterprise Fund.*

Current Fiscal Year Budget Projection:

FY 2023-24 Budget Projection for Airports Capital Projects Division 5040 - Unit 5041*				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/ (Deficit)
Appropriations	\$19,566,851	\$28,013,691	\$ 9,949,514	\$18,064,177
Revenue	17,595,436	27,118,436	3,155,140	(23,963,296)
Net Cost	\$ 1,971,415	\$ 895,255	\$ 6,794,374	\$ 5,899,119

Sufficient revenue and appropriations are available in the FY 23-24 capital budget.

*Includes interest and capital assets.

Strategic Priority:

This change order approval supports the County’s Strategic Priorities to support fiscal responsibility, economic vitality, reliable infrastructure, and sustainability.

Discussion:

On September 26, 2023, the Board awarded a construction contract to Security Paving Company, Inc. (Contractor). The project consists of the reconstruction of Taxiway F, which was recently renamed Taxiway A to meet current FAA standards. The project was designed and bid utilizing the name Taxiway F, so both naming conventions will be referenced for the duration of the project. (Exhibit 2 - Location Map)

The Contractor was issued a Notice to Proceed with construction slated to begin in May of 2024. The project schedule allowed for construction to begin after the rainy season and provided time for the Oxnard Airport to complete waste characterization testing for the planned excavated soil to determine if the excavated soil needed to be stockpiled or could be disposed of offsite. Quantities for disposal and stockpiling were included in the project bid.

As a Part 139 airport, the Oxnard Airport was mandated to use a particular formula of firefighting foam (no longer used) that contained Perfluoroalkyl or Polyfluoroalkyl Substances (PFAS). Testing at the locations where the foam had previously been released found PFAS in very low concentrations within the soil. As such, there was potential for the excavated soil material from Taxiway F/A to contain PFAS compounds. However, following soil testing in accordance with a work plan approved by the Los Angeles Regional Water Quality Control Board, the reported concentrations of PFAS did not exceed the applicable regulatory screening levels and could therefore be hauled offsite to a landfill as non-hazardous waste.

The change order will increase the disposal quantities and subsequently decrease the stockpile/stockpile management quantities in the bid to allow offsite disposal of all the excavated soil as non-hazardous waste. The contract change order in the amount of \$173,284 will increase the original contract price from \$17,365,009.50 to a total amount of \$17,538,293.50, exceeding the Director of Airports authority. Therefore, we are asking the Commission/Authorities to recommend approval to the Board of Change Order No. 1.

If you have any questions regarding this item, please call Erin Powers at (805) 388-4205, or me at (805) 388-4200.



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

Attachments:

- Exhibit 1 – Change Order No. 1
- Exhibit 2 – Location Map

Spec No.: DOA 23-03

County of Ventura
Department of
Airports

Contracting Agency: COUNTY OF VENTURA

CHANGE ORDER NO. 1

Project Name: Oxnard Airport – Reconstruction of Taxiway F (Renamed Taxiway A)

ACCOUNTING DATA:	A/C Contract No.	PD_	Budget Dept/Acct No. _____	Project No. OXR-150
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To Contractor: Security Paving Company

You are hereby directed to make the following changes to the plans and specifications for this Contract.

NOTE: This change order authorizes the use of Contract funds and is not effective until approved by the Director of Airports, as indicated.

Previous environmental investigations within the boundary of the Oxnard Airport had revealed the presence of very low concentrations of Perfluoroalkyl or Polyfluoroalkyl Substances (PFAS) within the soil according to the Ninyo & Moore report titled "Soil Management Plan for PFAS-Impacted Soil" dated December 23, 2022. As such, there was a potential for the excavated soil material from Taxiway A (formerly Taxiway F) to contain PFAS compounds. However, following soil testing in accordance with the submitted and approved Work Plan to the Los Angeles Waterboard, the reported concentrations of PFAS, Title 22 Metals, VOCs, and TPHs did not exceed applicable regulatory screening levels and can therefore be hauled offsite as non-hazardous waste. Thus, this contract change is associated with the revised soil excavation haul-off and stockpiling quantities for excavated soil from Taxiway A (formerly Taxiway F).

TOTAL ESTIMATED AMOUNT OF THIS CHANGE ORDER \$ 173,284.00

By reason of this order, the time of completion will be adjusted as follows:	No change in Contract Time as a result of this Change Order.
--	---

RECOMMENDED: _____ DATE _____
Projects Coordinator

RECOMMENDED: _____ DATE _____
Director of Airports

The undersigned Contractor has given careful consideration to the change proposed, including its effect on other work, and hereby agrees, if this Change Order is approved, that he will provide all equipment, furnish all materials, except as may otherwise be noted above, and perform all services necessary for the work above specified, and will accept as full payment for all costs related in any way thereto the prices shown above.

ACCEPTED, CONTRACTOR: Security Paving Company

BY: _____ TITLE _____ DATE _____

If this Change Order is executed by the Agency, but the Contractor does not sign it, the Contractor shall, as required by the Specifications cited:
1. Proceed with the ordered work (Sub-sections 3-2.2.3 and 3-5);
2. File a written Notice of Potential Claim before commencing the work ordered (Sub-section 6-11); and
3. Keep and furnish daily records of materials, equipment and labor (Sub-sections 3-3.3 and 3-5).

Original: Contractor; Copies: Central Files, Accounting, Project Coordinator, Inspector, Auditor/Controller, A&E.

The following is for Agency use only and is not a part of this change order.

Spec No.: **DOA 23-03** **County of Ventura Department of Airports**

Contracting Agency: **COUNTY OF VENTURA – Department of
Airports
CHANGE ORDER NO. 1**

Project Name: **Oxnard Airport – Reconstruction of Taxiway F (Renamed
Taxiway A)**

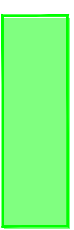
FUNDING RECAPITULATION:

ORIGINAL CONTRACT PRICE:	\$17,365,009.50
ORIGINAL FAA SHARE:	\$15,628,508.55
ORIGINAL COUNTY SHARE:	\$ 1,586,500.95
THIS CHANGE ORDER AMOUNT:	\$ 173,284.00
PREVIOUS CHANGE ORDER AMOUNT:	N/A
UPDATED CONTRACT AMOUNT:	\$ 17,538,293.50
UPDATED FAA SHARE:	\$ 15,784,464.15
UPDATED COUNTY SHARE:	\$ 1,603,829.35

EXHIBIT 2 - LOCATION MAP



FY 2022 PROJECTS



1. RECONSTRUCT TAXIWAY CONNECTORS A, B, C, D, AND E



JVIATION[®]
A WOOLPERT COMPANY
720 S Colorado Blvd • Suite 1200-S • Glendale, Colorado 80246
Phone: 303.524.3030 • Fax: 303.524.3031
• jviation.com •

OXNARD AIRPORT
OXNARD, CA
ACIP - FEDERAL FISCAL YEAR 2021

DATE: MARCH 5, 2021

SHEET 1 OF 6



COUNTY of VENTURA

Department of Airports

MONTHLY ACTIVITY REPORT

Month ending March 31, 2024

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	66	0
Out of Service	16	0	0	Out of Service	6	0	0
Total	346	330	0	Total	151	145	0
Tie-downs				Tie-downs			
County	96	56	40	County	7	1	6
AVEX	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	104	52	Total	41	18	23

Airport Operations:

Aircraft Incidents:

	Camarillo	Oxnard		Camarillo	Oxnard
Current year for the month	15,692	9,811	Current Month	4	1
Last year for the month	12,959	6,830	Current year to date	5	1
% Change	21%	44%	CMA: 3/12 - Alert 1 electrical issues 3/17 - Nose wheel collapsed 3/17 - Piper engine failure, disabled on twy C 3/27 - Flat tire twy F OXR: N/A		
Current year to date	42,379	23,278			
Last year to date	36,671	18,999			
% Change	16%	23%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	7
Cards issued to transient overnight aircraft	32	6
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	27	1

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



COUNTY of VENTURA

Department of Airports

MONTHLY ACTIVITY REPORT

Month ending April 30, 2024

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	66	0
Out of Service	16	0	0	Out of Service	6	0	0
Total	346	330	0	Total	151	145	0
Tie-downs				Tie-downs			
County	96	56	40	County	7	1	6
AVEX	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	104	52	Total	41	18	23

Airport Operations:

Aircraft Incidents:

	Camarillo	Oxnard		Camarillo	Oxnard
Current year for the month	16,522	9,152	Current Month	1	2
Last year for the month	14,230	6,602	Current year to date	6	3
% Change	16%	39%	CMA: 4/20 - A/C engine roughness OXR: 4/19 - A/C with Oil Leak 4/25 - A/C lost comms		
Current year to date	58,901	32,430			
Last year to date	50,901	25,601			
% Change	16%	27%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	19
Cards issued to transient overnight aircraft	27	1
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	27	1

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

Camarillo Noise Comment Report March 2024

Comments by Location	Number of Comments	Total Number of Households
East Neighborhoods	4	2
Midtown/Old Town	254	9
North Neighborhoods	2	2
Unspecified/Other	12	Unknown

Type of Operation	
Takeoff/Departure	0
Landing/Arrival	224
Traffic Pattern	34
Unspecified	14

Total Comments = 272

Time of Day	
12 a.m. – 5 a.m.	3
5 a.m. – 8 a.m.	16
8 a.m. – 6 p.m.	89
6 p.m. – 12 a.m.	164

Comment Breakdown:

Household #1:
182 (67%)

Household #2:
50 (18%)

Household #3:
8 (3%)

Type of Aircraft	
Single Engine Piston	4
Multi-Engine Piston	2
Turboprop	0
Turbo Jet	231
Helicopter	8
Unspecified	27



Oxnard Noise Comment Report March 2024

Comments by Location	Number of Comments	Total Number of Households
West of Victoria & South of 5 th (Channel Islands, Oxnard Shores, Seabridge, etc.)	371	24
South Neighborhoods (Via Marina, etc.)	25	4
East Neighborhoods	0	0
North Neighborhoods	21	1
Other/Unspecified	11	Unknown

Type of Operation	
Takeoff/Departure	18
Landing/Arrival	0
Traffic Pattern	122
Unspecified	288

Total Comments = 428

Time of Day	
12 a.m. – 5 a.m.	0
5 a.m. – 8 a.m.	6
8 a.m. – 6 p.m.	324
6 p.m. – 12 a.m.	98

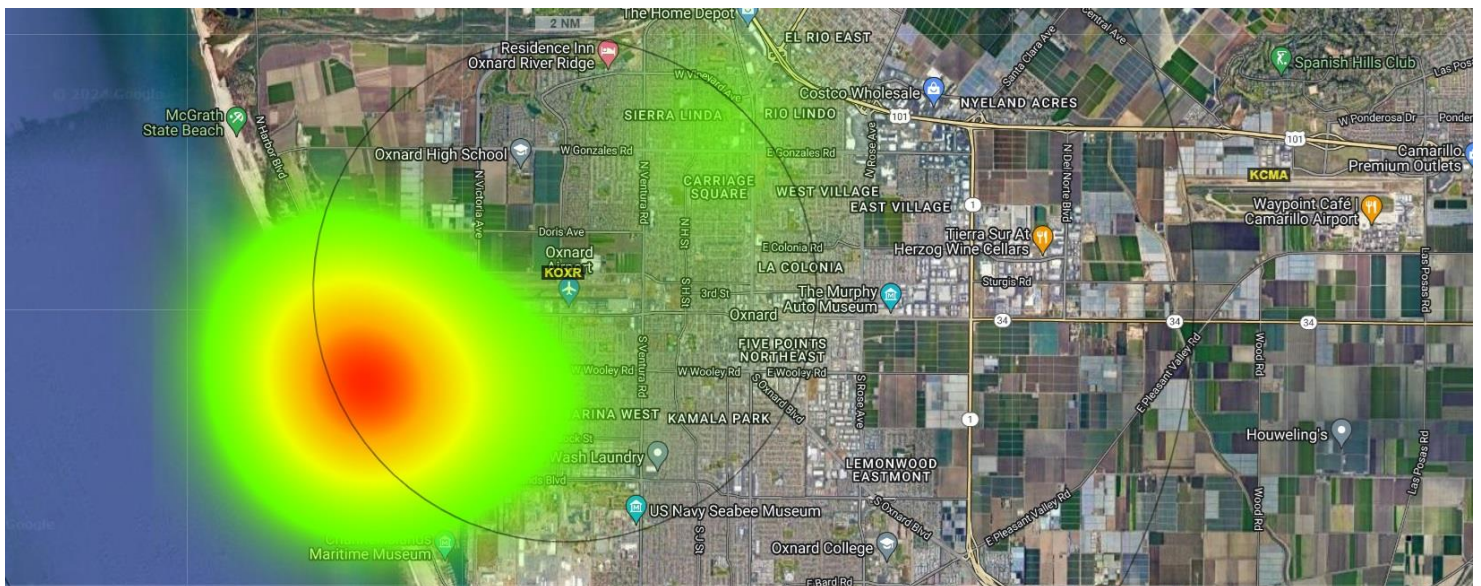
Comment Breakdown:

Household #1:
201 (47%)

Household #2:
48 (11%)

Household #3:
25 (6%)

Type of Aircraft	
Single Engine Piston	387
Multi-Engine Piston	15
Turboprop	0
Turbo Jet	1
Helicopter	18
Unspecified	7



Camarillo Noise Comment Report April 2024

Comments by Location	Number of Comments	Total Number of Households
East Neighborhoods	0	0
Midtown/Old Town	311	13
North Neighborhoods	6	5
Unspecified/Other	3	Unknown

Type of Operation	
Takeoff/Departure	0
Landing/Arrival	227
Traffic Pattern	63
Unspecified	30

Total Comments = 320

Time of Day	
12 a.m. – 5 a.m.	17
5 a.m. – 8 a.m.	6
8 a.m. – 6 p.m.	202
6 p.m. – 12 a.m.	95

Comment Breakdown:

Household #1:
251 (78%)

Household #2:
16 (5%)

Household #3:
9 (3%)

Type of Aircraft	
Single Engine Piston	16
Multi-Engine Piston	0
Turboprop	0
Turbo Jet	270
Helicopter	0
Unspecified	34



Oxnard Noise Comment Report April 2024

Comments by Location	Number of Comments	Total Number of Households
West of Victoria & South of 5 th (Channel Islands, Oxnard Shores, Seabridge, etc.)	296	10
South Neighborhoods (Via Marina, etc.)	35	2
East Neighborhoods	0	0
North Neighborhoods	15	1
Other/Unspecified	7	Unknown

Type of Operation	
Takeoff/Departure	1
Landing/Arrival	0
Traffic Pattern	53
Unspecified	299

Total Comments = 353

Time of Day	
12 a.m. – 5 a.m.	0
5 a.m. – 8 a.m.	4
8 a.m. – 6 p.m.	317
6 p.m. – 12 a.m.	32

Comment Breakdown:

Household #1:
144 (41%)

Household #2:
76 (22%)

Household #3:
30 (8%)

Type of Aircraft	
Single Engine Piston	65
Multi-Engine Piston	5
Turboprop	0
Turbo Jet	4
Helicopter	16
Unspecified	263





MARCH 2024

CAMARILLO AIRPORT – AIRPORT LAYOUT PLAN UPDATE/NARRATIVE REPORT

Status Update:

- Consultant has been working with Airport staff on the preparation of draft material associated with the Narrative Report and ALP Drawing Set.
- Dissemination of revised draft material associated with the Narrative Report and ALP to the general public.
- Coordinating with Airport staff and Subconsultant (Arellano Associates) on public outreach regarding review/comment period associated with the Draft Narrative Report/ALP Drawing Set.

Upcoming Action Items:

- Ultimate coordination of draft ALP Drawing Set with the FAA in Spring 2024 timeframe.

Project Percent Complete: The project is 87.0% complete through March 2024.

CAMARILLO AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Preparation of presentation for Noise Compatibility Program Community Listening Sessions.
- Preparation of meeting materials for Aviation and Land Use Technical Conferences.
- Revisions to Noise Exposure Map document in response to FAA comments.

Upcoming Action Items:

- Conduct Noise Compatibility Program listening session and technical conference in June 2024.

Project Percent Complete: The project is 45.1% complete through March 2024.

OXNARD AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Preparation of presentation for Noise Compatibility Program Community Listening Sessions scheduled for June 2024.
- Preparation of meeting materials for Aviation and Land Use Technical Conferences scheduled for June 2024.
- Revisions to Noise Exposure Map document in response to FAA comments.

Upcoming Action Items:

- Conduct Noise Compatibility Program listening session and technical conference in June 2024.

Project Percent Complete: The project is 47.9% complete through March 2024.

ANNUAL CONSULTING SERVICES CONTRACT (AEA No. 24-01)

Status Update:

- Translation services for the Camarillo ALP Update/Narrative Report for Chapter Five associated with the capital improvement program and Public Meeting #3 held in February 2024.

- Consultant provided Airport staff with information/data regarding the Runway Safety Area Inventory (RSAI) associated with Runway 8-26 at Camarillo Airport on March 27, 2024.

Upcoming Action Items:

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

Project Percent Complete: 16.3% of the not-to-exceed amount of \$125,000 has been completed through March 2024.



APRIL 2024

CAMARILLO AIRPORT – AIRPORT LAYOUT PLAN UPDATE/NARRATIVE REPORT

Status Update:

- General public comment/review period associated with the Draft Narrative Report/ALP Drawing Set is open through May 10, 2024. Consultant is collecting comments received during this time.
- Consultant coordinating with Subconsultant (Arellano Associates) and Airport staff on proper notification/advertising for general public comment/review period.

Upcoming Action Items:

- Collecting comments through May 10, 2024.
- Ultimate coordination of draft ALP Drawing Set with the FAA in Spring 2024 timeframe.

Project Percent Complete: The project is 87.8% complete through March 2024.

CAMARILLO AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Preparation of meeting ads in English and Spanish for Noise Compatibility Program Community Listening Sessions.
- Preparation of handouts and meeting invitations for Aviation and Land Use Technical Conferences.
- Revisions to Noise Exposure Map document in response to FAA comments.

Upcoming Action Items:

- Conduct Noise Compatibility Program listening session and technical conferences in June 2024.

Project Percent Complete: The project is 46.1% complete through April 2024.

OXNARD AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Preparation of meeting ads in English and Spanish for Noise Compatibility Program Community Listening Sessions.
- Preparation of handouts and meeting invitations for Aviation and Land Use Technical Conferences.
- Revisions to Noise Exposure Map document in response to FAA comments.

Upcoming Action Items:

- Conduct Noise Compatibility Program listening session and technical conferences in June 2024.

Project Percent Complete: The project is 48.7% complete through April 2024.

ANNUAL CONSULTING SERVICES CONTRACT (AEA No. 24-01)

Status Update:

- FAA approved the CatEx related to the Oxnard Terminal and ARFF Apron on April 17, 2024

Upcoming Action Items:

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

Project Percent Complete: 16.7% of the not-to-exceed amount of \$125,000 has been completed through April 2024.



April 15, 2024

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 – March 2024

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of March 2024, by Woolpert, for the Camarillo Airport:

Conceptual Design for Runway/Taxiway Reconstruction (County Project No. AEA 22-10)

- Throughout the month of March, the County and Woolpert discussed this project during coordination meetings on March 7 and 21, 2024.
- On March 22, 2024, Woolpert provided the Conceptual Design Plan Set and Preliminary Report Update to the County for review.
- **Upcoming:**
 - Continued coordination on this project with the County and FAA as needed.
 - County to provide comments on the Conceptual Design.

Final Design for Runway Reconstruction (AIP Project No. 3-06-0339-044-2024)

- Throughout the month of March, the County and Woolpert discussed this project during coordination meetings on March 7 and 21, 2024.
- On March 20, 2024, the County provided Woolpert with the timeline for the scope of work and engineering fee submittal based on discussions with the FAA. Woolpert will provide the revised scope of work for design services and blank engineering fee spreadsheet to the County by April 5, 2024, the engineering fee spreadsheet will be provided to the County by April 15, 2024, the fee negotiations will be complete by April 23, 2024, and the negotiated engineering fee figure will be provided to the FAA by April 24, 2024.
- On March 27, 2024, the County notified Woolpert that the FAA requested an updated grant application for just the runway portion of the reconstruction project. Woolpert provided the updated grant application to the County that same day.
- **Upcoming:**
 - Continued coordination on this project with the County as needed.
 - Woolpert to submit the scope of work for design services and engineering fee to the County for review.

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Runway 8-26 and Taxiway A Pavement Improvements (County Project No. AEA 22-08)

- Throughout the month of March, the County and Woolpert discussed this project during coordination meetings on March 7 and 21, 2024.
- On March 4, 2024, Woolpert provided a revised scope of work for construction management services and the engineering fee proposal to the County.
- On March 11, 2024, the County informed Woolpert that the Airport Authority meeting, where Granite’s Construction contract and Woolpert’s CM services proposal were to be discussed, was cancelled due to lack of quorum. Granite agreed to extend the bid expiration by 30 calendar days. The next Airport Authority meeting is scheduled for April 11, 2024 and the Ventura County Board of Supervisors meeting is scheduled for April 23, 2024.
- **Upcoming:**
 - Continued coordination on this project with the County.
 - County to approve Woolpert’s revised scope of work for CM services and engineering fee proposal.

Airport Pavement Management System (APMS) Update

- Throughout the month of March, the County and Woolpert discussed this project during coordination meetings on March 7 and 21, 2024.
- **Upcoming:**
 - Woolpert will coordinate with subconsultants to assist with the completion of this project.
 - County to provide comments on Woolpert’s scope of work.

If you have any comments, please do not hesitate to contact me.

Sincerely,

Woolpert, Inc.



Matt Gilbreath, P.E.
Project Manager, Aviation

cc: Mr. Keith Freitas, Mr. Dave Nafie, Ms. Sujin Beck – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mrs. Marisa Fluhr, Ms. Amanda Gross – Woolpert, Inc.
File

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May 7, 2024

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 – April 2024

Dear Mrs. Powers,

Below is a summary of the tasks completed by Woolpert during the month of April 2024 for the Camarillo Airport:

Conceptual Design for Runway/Taxiway Reconstruction (County Project No. AEA 22-10)

- Throughout the month of April, the County and Woolpert discussed this project during coordination meetings on April 4 and 18, 2024.
- **Upcoming:**
 - Continued coordination on this project with the County and FAA as needed.
 - County to provide comments on the Conceptual Design package.

Final Design for Runway Reconstruction (AIP Project No. 3-06-0339-044-2024)

- Throughout the month of April, the County and Woolpert discussed this project during coordination meetings on April 4 and 18, 2024.
- On April 2, 2024, the County requested Woolpert’s assistance with the NOFO grant application for the full Runway and Taxiway Reconstruction project and provided the County’s proposed financial plan for the project. Woolpert provided the project narrative, NOFO grant, and comments on the financial plan to the County on April 18, 2024.
- On April 3, 2024, Woolpert provided the County with the Scope of Work for the Design Services and the blank fee spreadsheet for the Final Design of Runway 8-26 Reconstruction project.
- On April 17, 2024, the County forwarded the FAA’s request for an updated exhibit that reflects just the runway components of the project and the square footage of each component. Woolpert provided the requested exhibit to the County on April 18, 2024.
- **Upcoming:**
 - Continued coordination on this project with the County as needed.
 - County to submit NOFO Grant application by May 2, 2024.
 - County and FAA to review Woolpert’s scope of work for design services.

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Runway 8-26 and Taxiway A Pavement Improvements (County Project No. AEA 22-08)

- Throughout the month of April, the County and Woolpert discussed this project during coordination meetings on April 4 and 18, 2024.
- On April 23, 2024, the County provided Granite with the Contract Award Letter, payment and performance bond forms, and the contract agreement for signature.
- On April 29, 2024, the County provided Woolpert with the executed Contract Agreement between Granite and the County for the construction project.
- **Upcoming:**
 - Continued coordination on this project with the County.
 - County to approve Woolpert’s revised scope of work for CM services and engineering fee proposal.

Airport Pavement Management System (APMS) Update

- Throughout the month of April, the County and Woolpert discussed this project during coordination meetings on April 4 and 18, 2024.
- **Upcoming:**
 - Woolpert will coordinate with subconsultants to assist with the completion of this project.
 - County to provide comments on Woolpert’s scope of work.

If you have any comments, please do not hesitate to contact me.

Sincerely,

Woolpert, Inc.



Matt Gilbreath, P.E.

Project Manager, Aviation

cc: Mr. Keith Freitas, Mr. Dave Nafie, Ms. Sujin Beck – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mrs. Marisa Fluhr, Ms. Amanda Gross – Woolpert,
Inc.
File

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April 15, 2024

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 – March 2024

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of March 2024, by Woolpert and our subconsultants for the Oxnard Airport:

AIP Project No. 03-06-0179-038-2021 – Runway 7-25 Reconstruction

- Throughout the month of March, the County and Woolpert discussed this project during coordination meetings on March 7 and 21, 2024.
- On March 18 and 29, 2024, the County forwarded the FAA's request to update the Oxnard Airport PCN value for the runway to a PCR value by September 30, 2024. Woolpert will complete this task with no contract amendment needed.
- **Upcoming:**
 - Woolpert will continue project coordination with the County.
 - County to provide the Sponsor items needed for the Construction Closeout Report.

AIP Project No. 03-06-0179-042-2022 – Connector Taxiways A-E Reconstruction

- Throughout the month of March, the County and Woolpert discussed this project during coordination meetings on March 7 and 21, 2024.
- On March 7, 2024, Woolpert requested several warranty work item repairs from Granite, including asphalt and base course settling repairs and pavement marking demolition.
- On March 11, 2024, the County confirmed that final payment was made to Granite on March 5, 2024.
- On March 14, 2024, Woolpert provided the County with the final report detailing the soil stockpile testing of per- and polyfluoroalkyl substances (PFAS), Title 22 Metals, Total Petroleum Hydrocarbons, and Volatile Organic Compounds, as well as an accompanying exhibit depicting the stockpile testing locations. PFAS was detected in stockpiles generated from Taxiways A, D, and E, while Title 22 Metals and Total Petroleum Hydrocarbons were detected in all of the stockpiles.
- On March 15, 2024, Granite provided a letter response to Woolpert's warranty work request, claiming the requested repair work was not included in the project warranty. Woolpert forwarded this letter to the County on March 18, 2024 for review.
- **Upcoming:**
 - Woolpert will continue project coordination with the County, FAA, and Granite as needed.
 - Woolpert and County to draft a response to Granite regarding the warranty work request.

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- FAA to sign the FAA version of Change Order No. 4.
- County to review soil stockpile testing results and determine next steps.

AIP Project No. 03-06-0179-044/045-2023 – Taxiway F Reconstruction (Construction Management (CM))

- Throughout the month of March, the County and Woolpert discussed this project during coordination meetings on March 7 and 21, 2024.
- Throughout the month of March, Woolpert and Security Paving coordinated on submittal reviews and Requests for Information (RFIs).
- On March 5, 2024, Woolpert provided the County with Security Paving’s proposed construction schedule for review.
- On March 7, 2024, Woolpert provided the County with the updated Project Excavation Limits and Stockpile Volume Exhibit.
- On March 11, 2024, Woolpert and the County coordinated on the PFAS testing and provided the lab and final report turnaround time, as well as changed the testing over from day to night work.
- On March 11, 2024, the County, Woolpert, and Security Paving held a meeting to discuss the proposed construction schedule and the effect of the PFAS testing and SRM determination on the construction start date.
- On March 11, 2024, Woolpert provided Security Paving’s Health and Safety Plan (HSP) submittal to the County for review. The County responded that they had no additional comments on March 27, 2024.
- On March 12, 2024, Woolpert provided Security Paving’s Stormwater Pollution Prevention Plan (SWPPP) submittal to the County for review.
- On March 13, 2024, Woolpert and Ninyo & Moore completed the boring marking along Taxiway A in preparation for the PFAS testing.
- On March 19, 2024, the County requested a Construction Flyer detailing the project start/end dates, project area, and closure durations for tenant and public distribution. Woolpert provided the County with the first draft of the Construction flyer on March 20, 2024 and the revised and final Construction Flyer on March 25, 2024.
- On March 19 and 20, 2024, Ninyo & Moore completed thirty-four (34) one-foot-deep pavement bores along Taxiway A to test for PFAS, Title 22 Metals, Total Petroleum Hydrocarbons (TPHs), and Volatile Organic Compounds (VOCs). The soil cuttings and water decontamination is currently stored in a 55-gallon drum to the west of the Terminal Building until results are processed (1-2 months).
- On March 19 and 27, 2024, Woolpert coordinated with Airport Operations regarding availability for driver training and gate access cards for Security Paving’s personnel, as well as the requirement for additional training if subconsultant personnel have already gone through the training in the past.
- On March 20, 2024, Woolpert provided the County with Security Paving’s revised construction schedule for review.
- On March 21, 2024, the County provided Woolpert with the Notice to Proceed (NTP) for Construction Administration Services for the Taxiway F Reconstruction project. Woolpert provided several comments on the NTP on March 22, 2024. The County provided the revised Consulting Services Contract on March 22, 2024 for signature. The final contract signed by all parties was forwarded to Woolpert on March 25, 2024.

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- On March 25, 2024, the County provided feedback from the Auditor’s office stating that the County of Ventura is not exempt from the State Sales and Use Tax; this information was forwarded to Royal Electric on March 28, 2024.
- On March 27, 2024, Woolpert provided the construction and materials submittal log to the County as requested.
- **Upcoming:**
 - Woolpert will continue project coordination with the County, Security Paving, and Ninyo & Moore.
 - Woolpert to provide the lab report and final testing report for PFAS, Title 22 Metals, TPHs, and VOCs testing along Taxiway A once received from Ninyo & Moore.
 - County to coordinate with FAA and provide comments on Security Paving’s proposed construction schedule start date.
 - County to confirm if an SRM is required for this project.
 - County to provide comments on Security Paving’s SWPPP submittal.
 - Woolpert to draft the CCO for the REIL light replacement following Royal Electric’s site visit during mobilization.
 - The hybrid Partnering Meeting is scheduled for April 19, 2024 from 9 AM to 1 PM.
 - The virtual Pre-Construction Meeting is scheduled for April 22, 2024 from 10 AM to 12 PM.
 - Construction Mobilization is scheduled to begin on April 29, 2024.

AIP Project No. 03-06-0179-046-2023 – Reconstruction of Terminal and ARFF Apron (Design)

- Throughout the month of March, the County and Woolpert discussed this project during coordination meetings on March 7 and 21, 2024.
- **Upcoming:**
 - County to review the Scope of Work for design services.

Air Traffic Control Tower (ATCT) Facility Assessment

- Throughout the month of March, the County and Woolpert discussed this project during coordination meetings on March 7 and 21, 2024.
- **Upcoming:**
 - Woolpert will continue project coordination with the County.

Airport Pavement Management System (APMS) Update

- Throughout the month of March, the County and Woolpert discussed this project during coordination meetings on March 7 and 21, 2024.
- **Upcoming:**
 - Woolpert will coordinate with subconsultants to assist with the completion of this project.
 - County to provide comments on Woolpert’s scope of work.

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If you have any comments, please do not hesitate to contact me.

Sincerely,

Woolpert, Inc.



Matt Gilbreath, P.E.

Project Manager, Aviation

cc: Mr. Keith Freitas, Mr. Dave Nafie, Ms. Sujin Beck – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mrs. Marisa Fluhr, Ms.
Amanda Gross, Ms. Tracey Salazar –Woolpert, Inc.

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May 10, 2024

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 – April 2024

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of April 2024, by Woolpert and our subconsultants for the Oxnard Airport:

AIP Project No. 03-06-0179-038-2021 – Runway 7-25 Reconstruction

- Throughout the month of April, the County and Woolpert discussed this project during coordination meetings on April 4 and 18, 2024.
- **Upcoming:**
 - Woolpert will continue project coordination with the County.
 - County to provide the Sponsor items needed for the Construction Closeout Report.
 - Woolpert will update the runway PCN value to a PCR value by September 30, 2024.

AIP Project No. 03-06-0179-042-2022 – Connector Taxiways A-E Reconstruction

- Throughout the month of April, the County and Woolpert discussed this project during coordination meetings on April 4 and 18, 2024.
- On April 8, 2024, Woolpert and the County coordinated on meeting dates with LimnoTech to discuss the soil stockpile final report.
- On April 24, 2024, Woolpert, the County, and LimnoTech held a virtual meeting to discuss the soil stockpile final report, which detailed the testing for per- and polyfluoroalkyl substances (PFAS), Title 22 Metals, Total Petroleum Hydrocarbons, and Volatile Organic Compounds.
- **Upcoming:**
 - Woolpert will continue project coordination with the County, FAA, and Granite as needed.
 - Woolpert and County to draft a response to Granite regarding the warranty work request.
 - FAA to sign the FAA version of Change Order No. 4.
 - County to determine next steps following the review of soil stockpile testing results.

AIP Project No. 03-06-0179-044/045-2023 – Taxiway A Reconstruction (Construction Management (CM))

- Throughout the month of April, the County and Woolpert discussed this project during coordination meetings on April 4 and 18, 2024.

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- Throughout the month of April, Woolpert and Security Paving coordinated on submittal reviews and Requests for Information (RFIs).
- On April 2, 2024, the County provided comments to Woolpert on the SWPPP submittal from Security Paving; Woolpert incorporated the comments into the submittal response to Security Paving.
- On April 2, 2024, Woolpert and the County coordinated on the review of Security Paving's proposed construction schedule; the County had no additional comments.
- On April 4 and 5, 2024, the County requested that Woolpert verify proposed pavement markings meet current FAA standards and to investigate pavement marking layouts that would permit vehicles to transit the new TOFA non-movement marking. Woolpert provided a response on April 5, 2024 to the first request, stating that the Pavement Marking advisory circular has not changed since the original project was designed, but the Airport Design advisory circular changed its TOFA width requirements. Woolpert provided a response on April 10, 2024 to the second request, stating that the non-movement line may be moved north 7.5 feet due to the new TOFA guidelines, but further research and coordination with the FAA would be needed to implement a vehicle service road (VSR) that would traverse the non-movement line. The County directed Woolpert to proceed with a field directive to implement the TOFA non-movement line shift north and to investigate the VSR implementation with the understanding that the FAA coordination may exceed the life span of the construction project.
- On April 8 and 10, 2024, Woolpert and the County coordinated on the Safety Risk Mitigation (SRM) Panel dates for the project.
- On April 10, 2024, Woolpert provided Security Paving's Safety Plan Compliance Document (SPCD) submittal to the County for review. The County provided comments to Woolpert on April 12, 2024. Woolpert followed up on one of the comments regarding the addition of County penalty language on April 15, 2024 and relayed that it was better to inform Security Paving of this requirement in the driver safety training since it was not included in the Construction Safety and Phasing Plan (CSPP).
- On April 15, 2024, the County forwarded the FAA's question regarding whether non-destructive testing was utilized to inform Woolpert's memo in 2021; Woolpert confirmed on April 16, 2024 that they completed a visual exam and utilized Mead & Hunt's prior non-destructive testing results to inform the memo.
- On April 15, 2024, Woolpert and the County coordinated on Royal Electric's RFI regarding the sales and use tax. Woolpert followed up with the County on April 25, 2024 and April 26, 2024 to provide clarification on the sales and use tax requirements and to discuss potential next steps.
- On April 17, 2024, Woolpert provided the County with the Notice to Proceed for Mobilization and Construction Schedule I. Woolpert then provided two separate Notices to Proceed, one for Mobilization and one for Construction Schedule I, to the County on April 18, 2024 at their request.
- On April 18, 2024, Woolpert and the County coordinated on Security Paving's request to add a runway closure on May 6, 2024, in addition to the already approved and communicated closure on May 7, 2024 during the mobilization phase to complete utility potholes and survey. Woolpert then forwarded this request to the FAA on April 18, 2024 and received approval from Joe Hennessy from the FAA on April 22, 2024.
- On April 18, 2024, Woolpert provided the County with the SEC FAA Form 6000-26 *Airport Sponsor Strategic Event Submission Form* for the ILS Glide Slope shutdown during Schedule I Phase 1 of the project. The County provided this form to the FAA for implementation and received notice from the FAA on April 19, 2024 that the SEC submission was processed into the database.

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- On April 19, 2024, Woolpert provided Security Paving with the Notice to Proceed for Mobilization of the project, which spans for 10 calendar days from April 29, 2024 to May 8, 2024.
- On April 19, 2024, a virtual Partnering Workshop was facilitated by Velo Group with Security Paving, Royal Electric, the County, and Woolpert in attendance.
- On April 19, 2024, Woolpert coordinated with the FAA regarding the FAA electrical handhole removal and replacement in Schedule I, Phase 2.
- On April 22, 2024, the Pre-Construction Meeting was held with the County, Woolpert, Security Paving, Pavement Recycling Systems, Q3 Engineering in attendance. The meeting minutes and attendance summary were distributed to all parties on April 23, 2024.
- On April 22, 2024, and April 23, 2024, Woolpert provided the County with an updated construction flyer detailing the revised mobilization dates and the project start/end dates, project area, and closure durations for tenant and public distribution.
- On April 23, 2024, the County and Woolpert participated in the FAA SRM Panel for the project.
- On April 24, 2024, Woolpert provided the County with Security Paving's final baseline schedule submittal for their records.
- On April 24, 2024, Woolpert coordinated with Oxnard Airport Maintenance and Security Paving regarding the REIL site visit to include a potential change order to install the replacement bulbs.
- On April 24, 2024, Woolpert provided the County with the final SWPPP which incorporated County comments and the contact information of Security Paving's SWPPP contact. Woolpert followed up with the County on Security Paving's request for the required MS4 Post Construction documentation on April 25 through April 29, 2024. Woolpert and the County then held a meeting on April 30, 2024 to discuss the MS4 Post Construction documentation requirements.
- On April 29, 2024, Schedule I Pre-Construction Mobilization commenced for 10 calendar days until May 8, 2024.
- On April 29, 2024, Woolpert provided the FAA with the Construction Management Plan for the project.
- On April 30, 2024, Woolpert provided Security Paving with the Notice to Proceed for Construction Schedule I of the project, which spans for 80 calendar days from May 9, 2024 to July 27, 2024. On April 30, 2024, Woolpert held the weekly construction meeting with the County, Security Paving, and its subconsultants in attendance and distributed minutes on May 1, 2024.
- On April 30, 2024, Ninyo & Moore provided the Pre-Construction Waste Characterization Report detailing the results of the pavement bores along Taxiway A to test for PFAS, Title 22 Metals, Total Petroleum Hydrocarbons (TPHs), and Volatile Organic Compounds (VOCs). Woolpert forwarded the report to the County and coordinated with Ninyo & Moore to set up a meeting to discuss the report.
- **Upcoming:**
 - Woolpert will continue project coordination with the County, Security Paving, and Ninyo & Moore.
 - Woolpert and the County to coordinate on the results of the Pre-Construction Waste Characterization Report and prepare a change order to balance excavation quantities.
 - Woolpert to continue coordination with the FAA regarding Schedule I, Phase 2 electrical items.
 - Woolpert to draft the CCO for the REIL light replacement following Royal Electric's site visit during mobilization.
 - Woolpert to issue Field Directive No. 1 to shift the non-movement line north to the current TOFA limits.
 - Woolpert to prepare VSR exhibits for County review.
 - Construction Schedule I is scheduled to begin on May 9, 2024.

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AIP Project No. 03-06-0179-046-2023 – Reconstruction of Terminal and ARFF Apron (Design)

- Throughout the month of April, the County and Woolpert discussed this project during coordination meetings on April 4 and 18, 2024.
- **Upcoming:**
 - County to review the Scope of Work for design services.

Air Traffic Control Tower (ATCT) Facility Assessment

- There were no updates from April 2024 on this project.
- **Upcoming:**
 - Woolpert will continue project coordination with the County.

Airport Pavement Management System (APMS) Update

- Throughout the month of April, the County and Woolpert discussed this project during coordination meetings on April 4 and 18, 2024.
- **Upcoming:**
 - Woolpert will coordinate with subconsultants to assist with the completion of this project.
 - County to provide comments on Woolpert’s scope of work.

If you have any comments, please do not hesitate to contact me.

Sincerely,

Woolpert, Inc.



Matt Gilbreath, P.E.

Project Manager, Aviation

cc: Mr. Keith Freitas, Mr. Dave Nafie, Ms. Sujin Beck – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mrs. Marisa Fluhr, Ms. Amanda Gross, Ms. Tracey Salazar –Woolpert, Inc.

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PROJECT STATUS REPORT

Ventura County, Department of Airports

Prepared by Mead & Hunt, Inc

Revision Date 2024-05-09



Mead & Hunt No. County No. Grant No.	Airport	Description	Status	Percent Complete	Action Item
2206900-221833.01 AEA 23-03 AIP - N/A	CMA & OXR	DESIGN SERVICES ON-CALL SERVICES (2022-2023) On-call services at the request of the County. Period is effective through June 30, 2023.	<ul style="list-style-type: none"> a) Contract executed. b) Mead & Hunt finalized and submitted beacon study at CMA. c) Base Part 26 DBE Program Consultation complete, goals computed and approved, and public notice of goals underway for County to post for 30-day review period (Mead & Hunt provided May 30th). d) Mead & Hunt assisting the Wings Over Camarillo team with graphics; draft graphics submitted to Air Show staff. e) Mead & Hunt prepared final OXR and CMA SWPPP mapping for County submission. f) Mead & Hunt final design for CMA beacon; Mead and Hunt provided and posted bid documentation. Bid process began September 14, with bids due October 3rd, 2023. g) Mead & Hunt assisted with grant closeout documentation for CMA AIP -037 and OXR AIP - 037. 	60%	a) None
2206900-221958.01 CT 5020F-Y2300000000022 AIP - N/A	CMA & OXR	DESIGN SERVICES GENERAL SERVICES AGENCY PURCHASE ORDER (2022-2023) On-call services at the request of the County. Period is effective through June 30, 2023.	<ul style="list-style-type: none"> a) Fully executed contract received. b) Mead & Hunt submitted final plan for perimeter road alignment. c) Mead & Hunt prepared leasehold graphic for OXR and CMA. d) Mead & Hunt to assist the County with lease graphics and lease area calculations for Airport Properties Limited. 	37%	a) None
2206900-221958.02 CT 5020F-Y2400000000022 AIP - N/A	CMA & OXR	DESIGN SERVICES GENERAL SERVICES AGENCY PURCHASE ORDER (2023-2024) On-call services at the request of the County. Period is effective from July 1, 2023 through June 30, 2024.	<ul style="list-style-type: none"> a) Fully executed contract received. 	0%	a) None

AIRPORT TENANT PROJECT STATUS May 2024

CAMARILLO

- Airport Properties Limited (APL) Row I project: All permits received and construction underway.

OXNARD

- 5 and 7 acre RFP parcel developments concepts under discussion, preliminary concept phase and lease negotiation in progress.

OTHER

- None

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

May 2024

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 Airport Layout Plan Update	\$686,032		Coffman Associates	N/A	9/24/20	9/30/20	5/31/24	95	The Airport received FAA approval to transition the Master Plan to an Airport Layout Plan (ALP) Update to allow for community concerns, like noise, to be addressed, with a master plan update to be revisited in a future year, should it be warranted. Second ALP workshop meeting held November 14 th , 2023. Final ALP workshop was held on February 20, 2024. The ALP document was distributed for public comments through May 10. Comments to be reviewed prior to submitting Final ALP to the FAA by May 31, 2024.
5	CMA Conceptual Design for 2025 RWY and TWY Reconstruction	\$187,260		Jviation	N/A	9/19/22	N/A	N/A	90	The Airport executed a contract for the conceptual design and coordinated with consultants to provide the FAA a CatEx document on the future project. FAA provided feedback on design standard requirements and consultant will provide draft documents. Additionally, the Airport submitted a Modification to Standard (MOS) request to address phasing/funding concerns. The MOS was not accepted, current

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 Part 150 Noise Compatibility Study	\$770,943		Coffman Associates	N/A	9/30/22	N/A	N/A	46.1	FAA aviation forecast approval has allowed for next chapter development for the Noise Exposure Map (NEM) element of the study. The draft noise contour maps and noise impact chapters were shared with the PAC and with the public at a public meeting on September 26 th and comments received by October 15 th helped inform the study if any adjustments to the draft chapters were required. The NEMs were then submitted to the FAA for approval in December. FAA comments have been received and updates made to the report for resubmission. In support of the Noise Compatibility Plan (NCP) portion of the study preparations are being made for the upcoming listening and technical sessions for June 3, 2024.
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	2/28/22	100 / 99	Final project closeout underway.

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Estimated Schedule or Actual Dates					% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start	Const Comp			
3	OXR TWY A-E Connector Reconstruction	\$335,960 7,706,536		Jviation Granite Construction	4/26/22	12/17/21 TBD	4/3/23	9/13/23		100 95	Construction completed in September 2023. Project closeout items remain. Draft report on stockpiles in progress and will be coordinated with the Water Board for stockpile removal.
3	OXR TWY Connector Reconstruction Management Services	\$674,799		Jviation	N/A	12/21/21	4/3/23	8/15/23		95	Construction began April 3, 2023. Project was completed in September 2023. Jviation will be working on final project and grant closeout items.
3	OXR TWY F (A) Reconstruction	\$16,142,731 \$17,365,010		Jviation Security Paving	6/27/23	10/20/23	TBD	TBD		100 15	Contract awarded to Security Paving and pre-construction waste characterization report shared with the Water Board prior to construction start on May 9, 2024. The report determined that the soil would be disposed of offsite appropriately. Phase I work has commenced, including electrical and asphalt reconstruction. Paving test strip currently in process.
3	OXR Part 150 Noise Compatibility Study	\$770,943		Coffman Associates	N/A	9/30/22	N/A	N/A		48.7	FAA aviation forecast approval has allowed for next chapter development for the Noise Exposure Map (NEM) element of the study. The draft noise contour maps and noise impact chapters were shared with the PAC and with the public at a public meeting on September 25 th , and comments

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		
										received by October 15 th helped inform the study if any adjustments to the draft chapters were required. The NEMs were then submitted to the FAA for approval in December. FAA comments have been received and updates made to the report for resubmission. In support of the Noise Compatibility Plan (NCP) portion of the study preparations are being made for the upcoming listening and technical sessions for June 4, 2024.

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

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

May 2024

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 RWVY Centerline and TWV Alpha Repair	<u>116,505</u>		<u>Jvation</u>		9/13/22	TBD	TBD	<u>100</u>	Construction contract approved by the Board and executed. Estimated construction start August 19, 2024. Additional project coordination underway.
5	CMA Beacon Siting Study and Relocation Design	<u>8,500</u> <u>52,544</u>		<u>Mead & Hunt</u>	N/A	On-call	N/A	N/A	<u>100</u> <u>100</u>	Beacon siting study initiated due to developer purchase of CMA Water Tower and adjacent property. Project bids were due October 3, 2023. One bid was received, rejection of the bid was approved by the Board of Supervisors. Project is being scoped and priced out by GSA. 71
3	OXR PFAS Supplemental Plan/Sampling & Monitoring	<u>\$6,500</u> <u>137,000</u>	\$226,018	<u>Ninyo & Moore</u>	N/A	1/19/21	N/A	3/29/21	<u>100</u> <u>90</u>	The CA State Water Board requires Part 139 Airports that have discharged firefighting foam to develop a work plan and perform testing to assist in the State's PFAS investigation. Coordination with the State Water Board to satisfy workplan and sampling/monitoring goals continues. This work is separate from project-related testing.

Note: Shaded boxes indicate changes from previous month

- CMA – Camarillo Airport
- OXR – Oxnard Airport
- TBD – To be determined
- CCO – Contract Change Orders

County of Ventura
 Department of Airports
 Fund: E300
 Statement of Net Assets
 As of December 31, 2023
 (Unaudited)

ASSETS

Cash	\$	19,220,800
Cash - petty cash/change fund		500
Receivables:		
Accounts receivable net of allowance for Uncollectable accounts of \$20,000		770,500
Interest receivable		221,000
Current lease receivable - GASB 87		2,422,500
Grants receivable		-
Long term lease receivable - GASB 87		30,545,900
Capital assets:		
Easements		848,800
Land		9,362,500
Land improvements		48,676,400
Building & Improvements		18,437,900
Equipment		1,750,500
Vehicle		989,700
Construction in Progress		28,722,300
Accumulated depreciation		(53,373,200)
Deferred outflows related to pensions		746,000
Total assets	\$	109,342,100

LIABILITIES

Accounts payable	\$	426,300
Accrued liabilities		89,200
Short-term compensated absences		156,100
Due to other funds - GSA, ITS, PWA		-
Unearned revenue (prepayments)		729,900
Security deposit		831,200
Unreserved overpayments		284,800
Long-term compensated balances		107,800
Net pension liability		-
Deferred inflows lease receivables - GASB 87		32,968,400
Deferred inflows related to pensions		2,220,800
Total liabilities	\$	37,903,700

NET ASSETS

Investment in capital assets net of related debt	\$	55,414,900
Unrestricted Net Assets		16,023,500
Total net assets		71,438,400
Total liabilities and net assets	\$	109,342,100

County of Ventura
Department of Airports
Fund: E300
Statement of Cash Flows
July 1, 2022 thru December 31, 2023
(Unaudited)

Operating Activities:

Permits	\$ 11,764
Fines and penalties	7,275
Rents and concessions	1,581,807
Percentage lease rent	144,872
Tiedown rents	62,519
Hangar rents	665,269
Land rent - hangars	277,334
Transient tiedown rents	20
Landing fees	82,451
Parking fees	14,933
Gas & oil fuel flow percentage	161,056
% rent-all other gross rec	1,139,517
Insurance claims	-
Hazmat collections	-
Miscellaneous	15,595
Salaries & Benefits	(1,991,869)
Service & Supplies	(1,894,191)
Interest Received	326,051
Interest Paid	-
Prepay/Security Deposit	(15,212)
CUE tax assessment	-

Cash Provided by Operating Activities \$ 589,193

Investing Activities:

State and federal grant receipts	5,537,746
Fixed asset sales/(purchases)	(114,917)
Capital Expenditures	(5,844,738)

Cash Used in Investing Activities (421,910)

Financing Activities:

Transfers out to other funds **	
Principal Payment on Short & Long Term Debt	\$ -

Cash Provided by Financing Activities -

Increase (Decrease) in Cash & Equivalents \$ 167,283

Cash & Equivalents-Beginning of Year \$ 19,053,481

Cash & Equivalents-End of Period \$ 19,220,764

County of Ventura
 Airport Enterprise-Camarillo Oxnard
 Statement of Revenues and Expenses
 July 1, 2023 thru December 31, 2023
 (Rounded to the nearest hundred)
 (Unaudited)

	Camarillo	Oxnard	Total
Revenues:			
Permits	\$ 11,800	\$ 1,300	\$ 13,100
Fines and penalties	7,500	1,700	9,200
Rents and concessions	1,447,300	111,300	1,558,600
Percentage lease rent	81,500	67,100	148,600
Tiedown rents	53,700	5,100	58,800
Hangar rents	493,900	177,700	671,600
Land rent - hangars	219,000	61,200	280,200
Transient tiedown rents	-	-	-
Landing fees	69,600	12,900	82,500
Parking fees	-	14,900	14,900
Gas & oil fuel flow percentage	140,300	29,500	169,800
% rent-all other gross rec	939,400	247,500	1,186,900
Miscellaneous	13,900	800	14,700
Total operating revenues	<u>\$ 3,477,900</u>	<u>\$ 731,000</u>	<u>\$ 4,208,900</u>

Expenditures:

Current:

Salaries and wages	\$ 1,037,100	\$ 178,800	\$ 1,215,900
Benefits	647,100	130,900	778,000
Admin salaries allocated to Oxnard Airport	(92,300)	92,300	-
Agricultural	-	-	-
Uniforms and clothing	7,900	7,900	15,800
Communications	40,200	8,500	48,700
Household expense	7,700	37,500	45,200
Insurance	91,700	25,900	117,600
Indirect county costs	31,500	13,000	44,500
Maintenance-equipment	18,300	21,100	39,400
Maintenance-building and improvements	418,600	249,200	667,800
Memberships and dues	4,900	300	5,200
Miscellaneous expense	15,000	17,200	32,200
Office expense	25,100	3,100	28,200
Professional and specialized services	400,400	107,800	508,200
Rents and leases - equipment	50,600	(1,700)	48,900
Small tools and equipment	1,900	4,500	6,400
Transportation charges	61,000	53,000	114,000
Conference and seminars	8,500	6,600	15,100
Utilities	188,800	44,900	233,700
Education, books and training	17,000	1,200	18,200
Taxes and licenses	-	-	-
Bad debts	-	-	-

County of Ventura
 Airport Enterprise-Camarillo Oxnard
 Statement of Revenues and Expenses
 July 1, 2023 thru December 31, 2023
 (Rounded to the nearest hundred)
 (Unaudited)

	Camarillo	Oxnard	Total
Depreciation	441,800	417,500	859,300
Total operating expenditures	<u>\$ 3,422,800</u>	<u>\$ 1,419,500</u>	<u>\$ 4,842,300</u>
Operating income (loss)	<u>\$ 55,100</u>	<u>\$ (688,500)</u>	<u>\$ (633,400)</u>
Non-operating revenues (expenses):			
State and federal grants	\$ -	\$ -	\$ -
CARES COVID-19 Grants	-	-	-
Contribution to Outside Agency	-	-	-
Gain/Loss Disposal Fixed Asset	8,700	-	8,700
Interest income	294,700	-	294,700
Insurance proceeds	-	(80,000)	(80,000)
Hazmat collections	-	-	-
Other Loan Interest Payment	-	-	-
Total non-operating revenues (expenses)	<u>303,400</u>	<u>(80,000)</u>	<u>223,400</u>
Income (loss) before transfers	358,500	(768,500)	(410,000)
Other financing sources (uses):			
Transfers in	-	-	-
Transfers Out	-	-	-
Operating Gain/(Loss)	<u><u>\$ 358,500</u></u>	<u><u>\$ (768,500)</u></u>	<u><u>\$ (410,000)</u></u>
Operating Gain/(Loss) before Depreciation	<u><u>\$ 800,300</u></u>	<u><u>\$ (351,000)</u></u>	<u><u>\$ 449,300</u></u>

County of Ventura
Airport Enterprise-Camarillo
Budget to Actual
July 1, 2023 thru December 31, 2023
(Rounded to the nearest hundred)
(Unaudited)

	Adopted Budget as of Dec 2023	Adjusted Budget as of Dec 2023	YTD Actuals & Accruals thru Dec 2023	% Variance
Revenues:				
Permits	\$ 52,890	\$ 52,890	\$ 11,800	22%
Fines and penalties	7,101	7,101	7,500	106%
Rents and concessions	2,969,496	2,969,496	1,447,300	49%
Percentage lease rent	124,658	124,658	81,500	65%
Tiedown rents	123,931	123,931	53,700	43%
Hangar rents	945,259	945,259	493,900	52%
Land rent - hangars	441,821	441,821	219,000	50%
Transient tiedown rents	1,948	1,948	-	0%
Landing fees	127,836	127,836	69,600	54%
Parking fees	-	-	-	0%
Gas & oil fuel flow percentage	286,309	286,309	140,300	49%
% rent-all other gross rec	2,161,865	2,161,865	939,400	43%
Miscellaneous	46,665	46,665	13,900	30%
Total operating revenues	<u>\$ 7,289,779</u>	<u>\$ 7,289,779</u>	<u>\$ 3,477,900</u>	<u>48%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 2,423,076	\$ 2,423,076	\$ 1,037,100	43%
Benefits	1,399,664	1,399,664	647,100	46%
Admin Salary allocated to Oxnard Airport	(251,431)	(251,431)	(92,300)	37%
Agricultural	44,780	44,780	-	0%
Uniforms and clothing	15,052	15,052	7,900	52%
Communications	59,565	59,565	40,200	67%
Household expense	30,346	30,346	7,700	25%
Insurance	268,013	268,013	91,700	34%
Indirect county costs	62,957	62,957	31,500	0%
Maintenance-equipment	68,039	68,039	18,300	27%
Maintenance-building and improvements	832,243	832,243	418,600	50%
Medical	5,180	5,180	-	0%
Memberships and dues	9,274	9,274	4,900	53%
Miscellaneous	62,428	62,428	15,000	24%
Office expense	42,144	42,144	25,100	60%
Professional and specialized services	1,855,011	1,855,011	400,400	22%
Rents and leases - equipment	43,950	43,950	50,600	115%
Small tools and equipment	66,327	66,327	1,900	3%
Transportation charges	147,317	147,317	61,000	41%
Conference and seminars	52,050	52,050	8,500	16%
Utilities	258,322	258,322	188,800	73%
Education, books and training	23,310	23,310	17,000	73%
Taxes and licenses	5,344	5,344	-	0%
Bad debts	15,000	15,000	-	0%
Depreciation	860,985	860,985	441,800	51%
Total operating expenditures	<u>\$ 8,398,946</u>	<u>\$ 8,398,946</u>	<u>\$ 3,422,800</u>	<u>41%</u>
Operating income (loss)	<u>\$ (1,109,167)</u>	<u>\$ (1,109,167)</u>	<u>\$ 55,100</u>	<u>-5%</u>

County of Ventura
 Airport Enterprise-Camarillo
 Budget to Actual
 July 1, 2023 thru December 31, 2023
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Dec 2023	Adjusted Budget as of Dec 2023	YTD Actuals & Accruals thru Dec 2023	% Variance
Non-operating revenues (expenses):				
State and federal grants	\$ -	\$ -	\$ -	
Contribution to Outside Agency	-	-	-	
Gain/Loss Disposal Fixed Asset	-	-	8,700	
Interest income	147,385	147,385	294,700	200%
Interest expense	-	-	-	
Hazmat collections	-	-	-	
Other loan payments	-	-	-	
Total non-operating revenues (expenses)	<u>147,385</u>	<u>147,385</u>	<u>303,400</u>	<u>206%</u>
Income (loss) before transfers	(961,782)	(961,782)	358,500	-37%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	<u>\$ (961,782)</u>	<u>\$ (961,782)</u>	<u>\$ 358,500</u>	<u>-37%</u>
Operating Gain/(Loss) before Depreciation	<u>\$ (100,797)</u>	<u>\$ (100,797)</u>	<u>\$ 800,300</u>	<u>-794%</u>

County of Ventura
 Airport Enterprise-Oxnard
 Budget to Actual
 July 1, 2023 thru December 31, 2023
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Dec 2023	Adjusted Budget as of Dec 2023	YTD Actuals & Accruals thru Dec 2023	% Variance
Revenues:				
Permits	\$ 5,201	\$ 5,201	\$ 1,300	25%
Fines and penalties	4,829	4,829	1,700	35%
Rents and concessions	299,121	299,121	111,300	37%
Percentage lease rent	151,385	151,385	67,100	44%
Tiedown rents	10,092	10,092	5,100	51%
Hangar rents	362,135	362,135	177,700	49%
Land rent - hangars	118,713	118,713	61,200	52%
Transient tiedown rents	360	360	-	0%
Landing fees	21,710	21,710	12,900	59%
Parking fees	11,307	11,307	14,900	132%
Gas & oil fuel flow percentage	63,530	63,530	29,500	46%
% rent-all other gross rec	516,097	516,097	247,500	48%
Miscellaneous	5,702	5,702	800	14%
Total operating revenues	<u>\$ 1,570,182</u>	<u>\$ 1,570,182</u>	<u>\$ 731,000</u>	<u>47%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 473,966	\$ 473,966	\$ 178,800	38%
Benefits	364,386	364,386	130,900	36%
Admin salaries allocated from Camarillo Airport	241,431	241,431	92,300	38%
Agricultural	4,380	4,380	-	0%
Uniforms and clothing	25,205	25,205	7,900	31%
Communications	15,031	15,031	8,500	57%
Household expense	47,506	47,506	37,500	79%
Insurance	51,710	51,710	25,900	50%
Indirect county costs	26,087	26,087	13,000	0%
Maintenance-equipment	68,991	43,991	21,100	48%
Maintenance-building and improvements	419,452	419,452	249,200	59%
Medical	5,000	5,000	-	0%
Memberships and dues	1,995	1,995	300	15%
Miscellaneous expense	46,752	46,752	17,200	37%
Office expense	8,208	8,208	3,100	38%
Professional and specialized services	432,985	432,985	107,800	25%
Rents and leases - equipment	8,689	8,689	(1,700)	-20%
Small tools and equipment	5,368	5,368	4,500	84%
Transportation charges	126,652	126,652	53,000	42%
Conference and seminars	43,665	43,665	6,600	15%
Utilities	130,203	130,203	44,900	34%
Education, books and training	1,300	1,300	1,200	0%
Bad debts	15,000	15,000	-	0%
Depreciation	803,306	803,306	417,500	52%
Total operating expenditures	<u>\$ 3,367,268</u>	<u>\$ 3,342,268</u>	<u>\$ 1,419,500</u>	<u>42%</u>
Operating income (loss)	<u>\$ (1,797,086)</u>	<u>\$ (1,772,086)</u>	<u>\$ (688,500)</u>	<u>39%</u>

County of Ventura
 Airport Enterprise-Oxnard
 Budget to Actual
 July 1, 2023 thru December 31, 2023
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Dec 2023	Adjusted Budget as of Dec 2023	YTD Actuals & Accruals thru Dec 2023	% 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	(1,797,086)	(1,772,086)	(688,500)	39%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	\$ (1,797,086)	\$ (1,772,086)	\$ (688,500)	39%
Operating Gain/(Loss) before Depreciation	\$ (993,780)	\$ (968,780)	\$ (271,000)	-28%

County of Ventura
 Department of Airports
 Fund: E300
 Statement of Net Assets
 As of March 31, 2024
 (Unaudited)

ASSETS

Cash	\$ 18,877,700
Cash - petty cash/change fund	500
Receivables:	
Accounts receivable net of allowance for Uncollectable accounts of \$20,000	627,200
Interest receivable	444,000
Current lease receivable - GASB 87	1,275,800
Grants receivable	-
Long term lease receivable - GASB 87	30,545,900
Capital assets:	
Easements	848,800
Land	9,362,500
Land improvements	48,676,400
Building & Improvements	18,437,900
Equipment	1,750,500
Vehicle	989,700
Construction in Progress	31,551,400
Accumulated depreciation	(53,883,900)
Deferred outflows related to pensions	915,800
Total assets	<u><u>\$ 110,420,200</u></u>

LIABILITIES

Accounts payable	\$ 232,600
Accrued liabilities	184,600
Short-term compensated absences	156,100
Due to other funds - GSA, ITS, PWA	-
Unearned revenue (prepayments)	669,900
Security deposit	845,300
Unreserved overpayments	442,900
Long-term compensated balances	107,800
Net pension liability	1,008,700
Deferred inflows lease receivables - GASB 87	31,821,700
Deferred inflows related to pensions	50,900
Total liabilities	<u><u>\$ 35,705,100</u></u>

NET ASSETS

Investment in capital assets net of related debt	\$ 57,733,300
Unrestricted Net Assets	16,981,800
Total net assets	<u><u>74,715,100</u></u>
Total liabilities and net assets	<u><u>\$ 110,420,200</u></u>

County of Ventura
 Department of Airports
 Fund: E300
 Statement of Cash Flows
 July 1, 2022 thru March 31, 2024
 (Unaudited)

Operating Activities:

Permits	\$	113,435	
Fines and penalties		4,316	
Rents and concessions		2,433,955	
Percentage lease rent		224,526	
Tiedown rents		92,374	
Hangar rents		1,003,119	
Land rent - hangars		428,869	
Transient tiedown rents		194	
Landing fees		131,710	
Parking fees		19,692	
Gas & oil fuel flow percentage		246,637	
% rent-all other gross rec		1,719,021	
Insurance claims		403,694	
Hazmat collections		-	
Miscellaneous		28,161	
Salaries & Benefits		(3,045,377)	
Service & Supplies		(2,429,909)	
GASB 87 loan and interest transfers		(1,457,510)	
Interest Received		399,732	
Interest Paid		-	
Prepay/Security Deposit		(49,165)	
CUE tax assessment		-	
		<hr/>	
Cash Provided by Operating Activities	\$		267,475

Investing Activities:

State and federal grant receipts		6,975,968	
Fixed asset sales/(purchases)		(479,855)	
Capital Expenditures		(6,939,347)	
		<hr/>	
Cash Used in Investing Activities			(443,234)

Financing Activities:

Transfers out to other funds **			
Principal Payment on Short & Long Term Debt	\$	-	
		<hr/>	
Cash Provided by Financing Activities			-
		<hr/>	
Increase (Decrease) in Cash & Equivalents	\$		(175,759)
		<hr/>	
Cash & Equivalents-Beginning of Year	\$		19,053,481
		<hr/> <hr/>	
Cash & Equivalents-End of Period	\$		18,877,722
		<hr/> <hr/>	

County of Ventura
Airport Enterprise-Camarillo Oxnard
Statement of Revenues and Expenses
July 1, 2023 thru March 31, 2024
(Rounded to the nearest hundred)
(Unaudited)

	Camarillo	Oxnard	Total
Revenues:			
Permits	\$ 112,000	\$ 2,900	\$ 114,900
Fines and penalties	9,000	2,500	11,500
Rents and concessions	2,239,600	289,200	2,528,800
Percentage lease rent	115,500	94,400	209,900
Tiedown rents	81,700	8,800	90,500
Hangar rents	741,000	262,200	1,003,200
Land rent - hangars	321,700	93,700	415,400
Transient tiedown rents	200	-	200
Landing fees	112,300	19,400	131,700
Parking fees	-	19,700	19,700
Gas & oil fuel flow percentage	140,300	43,800	184,100
% rent-all other gross rec	1,409,200	369,000	1,778,200
Miscellaneous	17,700	1,900	19,600
Total operating revenues	\$ 5,300,200	\$ 1,207,500	\$ 6,507,700

Expenditures:

Current:

Salaries and wages	\$ 1,596,600	\$ 271,000	\$ 1,867,600
Benefits	1,058,100	214,800	1,272,900
Admin salaries allocated to Oxnard Airport	(199,400)	199,400	-
Agricultural	-	-	-
Uniforms and clothing	8,500	8,500	17,000
Communications	61,000	13,200	74,200
Household expense	13,800	55,400	69,200
Insurance	91,700	25,900	117,600
Indirect county costs	31,500	13,000	44,500
Maintenance-equipment	32,600	80,500	113,100
Maintenance-building and improvements	445,900	286,900	732,800
Memberships and dues	9,800	300	10,100
Miscellaneous expense	24,600	20,700	45,300
Office expense	36,300	4,300	40,600
Professional and specialized services	497,800	71,000	568,800
Rents and leases - equipment	72,200	10,000	82,200
Small tools and equipment	21,200	4,600	25,800
Transportation charges	95,400	77,300	172,700
Conference and seminars	16,800	8,100	24,900
Utilities	272,500	70,100	342,600
Education, books and training	19,700	6,900	26,600
Taxes and licenses	-	-	-
Bad debts	-	-	-

County of Ventura
Airport Enterprise-Camarillo Oxnard
Statement of Revenues and Expenses
July 1, 2023 thru March 31, 2024
(Rounded to the nearest hundred)
(Unaudited)

	Camarillo	Oxnard	Total
Depreciation	659,400	622,900	1,282,300
Total operating expenditures	<u>\$ 4,866,000</u>	<u>\$ 2,064,800</u>	<u>\$ 6,930,800</u>
Operating income (loss)	<u>\$ 434,200</u>	<u>\$ (857,300)</u>	<u>\$ (423,100)</u>
Non-operating revenues (expenses):			
State and federal grants	\$ -	\$ -	\$ -
CARES COVID-19 Grants	-	-	-
Contribution to Outside Agency	-	-	-
Gain/Loss Disposal Fixed Asset	8,700	-	8,700
Interest income	591,300	-	591,300
Insurance proceeds	13,600	81,100	94,700
Hazmat collections	-	-	-
Other Loan Interest Payment	-	-	-
Total non-operating revenues (expenses)	<u>613,600</u>	<u>81,100</u>	<u>694,700</u>
Income (loss) before transfers	1,047,800	(776,200)	271,600
Other financing sources (uses):			
Transfers in	-	-	-
Transfers Out	-	-	-
Operating Gain/(Loss)	<u>\$ 1,047,800</u>	<u>\$ (776,200)</u>	<u>\$ 271,600</u>
Operating Gain/(Loss) before Depreciation	<u>\$ 1,707,200</u>	<u>\$ (153,300)</u>	<u>\$ 1,553,900</u>

County of Ventura
 Airport Enterprise-Camarillo
 Budget to Actual
 July 1, 2023 thru March 31, 2024
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Mar 2024	Adjusted Budget as of Mar 2024	YTD Actuals & Accruals thru Mar 2024	% Variance
Revenues:				
Permits	\$ 52,890	\$ 52,890	\$ 112,000	212%
Fines and penalties	7,101	7,101	9,000	127%
Rents and concessions	2,969,496	2,969,496	2,239,600	75%
Percentage lease rent	124,658	124,658	115,500	93%
Tiedown rents	123,931	123,931	81,700	66%
Hangar rents	945,259	945,259	741,000	78%
Land rent - hangars	441,821	441,821	321,700	73%
Transient tiedown rents	1,948	1,948	200	10%
Landing fees	127,836	127,836	112,300	88%
Parking fees	-	-	-	0%
Gas & oil fuel flow percentage	286,309	286,309	140,300	49%
% rent-all other gross rec	2,161,865	2,161,865	1,409,200	65%
Miscellaneous	46,665	46,665	17,700	38%
Total operating revenues	<u>\$ 7,289,779</u>	<u>\$ 7,289,779</u>	<u>\$ 5,300,200</u>	<u>73%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 2,423,076	\$ 2,423,076	\$ 1,596,600	66%
Benefits	1,399,664	1,399,664	1,058,100	76%
Admin Salary allocated to Oxnard Airport	(251,431)	(251,431)	(199,400)	79%
Agricultural	44,780	44,780	-	0%
Uniforms and clothing	15,040	15,052	8,500	56%
Communications	59,556	59,565	61,000	102%
Household expense	30,220	30,346	13,800	45%
Insurance	268,013	268,013	91,700	34%
Indirect county costs	62,957	62,957	31,500	0%
Maintenance-equipment	63,644	68,039	32,600	48%
Maintenance-building and improvements	498,931	832,243	445,900	54%
Medical	5,180	5,180	-	0%
Memberships and dues	9,274	9,274	9,800	106%
Miscellaneous	51,921	62,428	24,600	39%
Office expense	42,144	42,144	36,300	86%
Professional and specialized services	1,100,695	1,855,011	497,800	27%
Rents and leases - equipment	35,800	43,950	72,200	164%
Small tools and equipment	66,327	66,327	21,200	32%
Transportation charges	147,161	147,317	95,400	65%
Conference and seminars	52,050	52,050	16,800	32%
Utilities	258,322	258,322	272,500	105%
Education, books and training	23,310	23,310	19,700	85%
Taxes and licenses	5,344	5,344	-	0%
Bad debts	15,000	15,000	-	0%
Depreciation	860,985	860,985	659,400	77%
Total operating expenditures	<u>\$ 7,287,963</u>	<u>\$ 8,398,946</u>	<u>\$ 4,866,000</u>	<u>58%</u>
Operating income (loss)	<u>\$ 1,816</u>	<u>\$ (1,109,167)</u>	<u>\$ 434,200</u>	<u>139%</u>

County of Ventura
Airport Enterprise-Camarillo
Budget to Actual
July 1, 2023 thru March 31, 2024
(Rounded to the nearest hundred)
(Unaudited)

	Adopted Budget as of Mar 2024	Adjusted Budget as of Mar 2024	YTD Actuals & Accruals thru Mar 2024	% Variance
Non-operating revenues (expenses):				
State and federal grants	\$ -	\$ -	\$ -	
Contribution to Outside Agency	-	-	-	
Gain/Loss Disposal Fixed Asset	-	-	8,700	
Interest income	147,385	147,385	591,300	401%
Interest expense	-	-	13,600	
Hazmat collections	-	-	-	
Other loan payments	-	-	-	
Total non-operating revenues (expenses)	147,385	147,385	613,600	416%
 Income (loss) before transfers	 149,201	 (961,782)	 1,047,800	 -109%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	\$ 149,201	\$ (961,782)	\$ 1,047,800	209%
 Operating Gain/(Loss) before Depreciation	 \$ 1,010,186	 \$ (100,797)	 \$ 1,707,200	 1794%

County of Ventura
Airport Enterprise-Oxnard
Budget to Actual
July 1, 2023 thru March 31, 2024
(Rounded to the nearest hundred)
(Unaudited)

	Adopted Budget as of Mar 2024	Adjusted Budget as of Mar 2024	YTD Actuals & Accruals thru Mar 2024	% Variance
Revenues:				
Permits	\$ 5,201	\$ 5,201	\$ 2,900	56%
Fines and penalties	4,829	4,829	2,500	52%
Rents and concessions	299,121	299,121	289,200	97%
Percentage lease rent	151,385	151,385	94,400	62%
Tiedown rents	10,092	10,092	8,800	87%
Hangar rents	362,135	362,135	262,200	72%
Land rent - hangars	118,713	118,713	93,700	79%
Transient tiedown rents	360	360	-	0%
Landing fees	21,710	21,710	19,400	89%
Parking fees	11,307	11,307	19,700	174%
Gas & oil fuel flow percentage	63,530	63,530	43,800	69%
% rent-all other gross rec	516,097	516,097	369,000	71%
Miscellaneous	5,702	5,702	1,900	33%
Total operating revenues	<u>\$ 1,570,182</u>	<u>\$ 1,570,182</u>	<u>\$ 1,207,500</u>	<u>77%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 473,966	\$ 473,966	\$ 271,000	57%
Benefits	364,386	364,386	214,800	59%
Admin salaries allocated from Camarillo Airport	241,431	241,431	199,400	83%
Agricultural	4,380	4,380	-	0%
Uniforms and clothing	25,191	25,205	8,500	34%
Communications	15,031	15,031	13,200	88%
Household expense	46,852	47,506	55,400	117%
Insurance	51,710	51,710	25,900	50%
Indirect county costs	26,087	26,087	13,000	0%
Maintenance-equipment	66,704	43,991	80,500	183%
Maintenance-building and improvements	255,952	419,452	286,900	68%
Medical	5,000	5,000	-	0%
Memberships and dues	1,995	1,995	300	15%
Miscellaneous expense	46,585	46,752	20,700	44%
Office expense	8,208	8,208	4,300	52%
Professional and specialized services	399,938	432,985	71,000	16%
Rents and leases - equipment	7,200	8,689	10,000	115%
Small tools and equipment	5,368	5,368	4,600	86%
Transportation charges	126,472	126,652	77,300	61%
Conference and seminars	41,850	43,665	8,100	19%
Utilities	130,203	130,203	70,100	54%
Education, books and training	1,300	1,300	6,900	0%
Bad debts	15,000	15,000	-	0%
Depreciation	803,306	803,306	622,900	78%
Total operating expenditures	<u>\$ 3,164,115</u>	<u>\$ 3,342,268</u>	<u>\$ 2,064,800</u>	<u>62%</u>
Operating income (loss)	<u>\$ (1,593,933)</u>	<u>\$ (1,772,086)</u>	<u>\$ (857,300)</u>	<u>48%</u>

County of Ventura
 Airport Enterprise-Oxnard
 Budget to Actual
 July 1, 2023 thru March 31, 2024
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Mar 2024	Adjusted Budget as of Mar 2024	YTD Actuals & Accruals thru Mar 2024	% Variance
Non-operating revenues (expenses):				
State and federal grants	\$ -	\$ -	\$ -	
Contribution to Outside Agency	-	-	-	
Gain/Loss Disposal Fixed Asset	-	-	-	
Insurance Proceeds	-	-	81,100	
Other Loan Interest Payment	-	-	-	
Total non-operating revenues (expenses)	-	-	81,100	
Income (loss) before transfers	(1,593,933)	(1,772,086)	(776,200)	44%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	\$ (1,593,933)	\$ (1,772,086)	\$ (776,200)	44%
Operating Gain/(Loss) before Depreciation	\$ (790,627)	\$ (968,780)	\$ (153,300)	-16%

2024 Meeting Schedules

<h2 style="text-align: center;">Aviation Advisory Commission</h2>	<h2 style="text-align: center;">Camarillo & Oxnard Airport Authorities</h2>
<p>The Aviation Advisory Commission meets on the Wednesday preceding the second Thursday of the month 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.</p>	<p>The Camarillo & Oxnard Airport Authorities meet jointly on the second Thursday of the month 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.</p>
January 10	January 11
February 7 CANCELED	February 8 CANCELED
March 13	March 14 CANCELED
April 10 CANCELED	April 11
May 8	May 9 CANCELED
June 12	June 13
July 10	July 11
August 7	August 8
September 11	September 12
October 9	October 10
November 13	November 14
December 11	December 12



LOCAL

Camarillo Airport noise study, planning document topics for City Council meeting



Brian J. Varela

Ventura County Star

Published 7:00 a.m. PT April 9, 2024 | Updated 7:00 a.m. PT April 9, 2024

Two ongoing projects at the Camarillo Airport will be discussed at the Camarillo City Council meeting Wednesday.

City staff will present updates to a long term-planning document called the Airport Layout Plan and a noise study. The public will also have a chance to weigh in on both.

The City Council meeting will be begin at 5 p.m. on Wednesday at the Camarillo Public Library.

Keith Freitas, director of the Ventura County Department of Airports, said both projects have made significant progress in the past year. While city staff will lead the discussion, Freitas will be on hand at the meeting if needed.

Airport staff and contractor Coffman Associates are wrapping up their airport layout plan. The document outlines future maintenance and operations at Camarillo Airport. It helps the county apply for federal grants and respond to potential growth and increase in demand.

The public can weigh in on the \$577,000 document until May 10. The latest draft is available at vcairports.org.

Freitas said the update doesn't require an environmental study as it doesn't implement any projects. He also assured the public that there are no plans to allow large cargo jets at the Camarillo Airport.

Coffman Associates, an airport consultant firm with offices in Arizona and Kansas, is halfway done with the \$733,000 noise study. The second phase will focus on identifying solutions to noise concerns. A majority of the complaints have been centered in Old Town Camarillo where planes descend for landing, Freitas said.

He anticipates the study will be completed by the end of the year, but the county may start implementing potential solutions before then.

Another noise study is being conducted at the Oxnard Airport and is making similar progress, Freitas said.

Brian J. Varela covers Oxnard, Port Hueneme and Camarillo. He can be reached at brian.varela@vcstar.com or 805-477-8014. You can also find him on Twitter @BrianVarela805.



COUNTY of VENTURA

Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
Fax: (805) 388-4366
<https://vcairports.org>

REQUEST FOR PROPOSALS

SELECTION PROCESS

**OF A MASTER DEVELOPER FOR COMMERCIAL DEVELOPMENT OF
APROXIMATELY 5.1 ACRES
AT THE OXNARD AIRPORT**

Release Date:
April 11, 2024
555 Airport Way, Suite B
Camarillo, CA 93010

I. INTRODUCTION

The Ventura County Department of Airports (“County”) is soliciting interest for development of an approximate 5.1 acre aviation parcel at the Oxnard Airport (“Airport”) in the City of Oxnard, California at the east end of the airfield. The County seeks to select the most qualified and experienced developer who best meets the stated criteria for the site.

II. PURPOSE

The purpose of this RFP is to obtain prescribed information from all prospective parties in order to select the most qualified and experienced Business Operator/Developer who best meets the overall development, community and economic benefit, use and financial objectives for development of the aviation parcel/site at the Oxnard airport (the “Master Developer”). Upon completion of the selection process, County will negotiate a long –term ground lease with the Master Developer for the development of the site.

Objectives

The following objectives for this development have been established:

- Provide a full service FBO facility at the east end of the airport, including fueling and at least three of the additional services outlined in the Airport’s Minimum Standards (See website www.vcairports.org/documentlibrary), to include enhanced functionality and operational efficiencies versus the existing FBO facilities;
- This development and associated business/services should help the Oxnard Airport expand its community outreach and connection to the community;
- Enhance the economic self-sufficiency of the Airport by facilitating high quality development and supporting regional economic endeavors to benefit the County as a whole;
- Expand the businesses on Airport property to service the aviation industry;
- Create a pattern of development that is compatible with and complements current Airport facilities, land use and the Airport’s long term Master Plan (see OXR Master Plan at our website www.vcairports.org);
- Address the County of Ventura’s Sustainability goals to include implementation of water conservation measures, reduction of air pollution from ground operations (GHG, VOCs, and Carbon emissions), reduce the use of leaded aviation fuel, and incorporate and promote the use of biofuels and Sustainable Aviation Fuel (SAF);
- Participate in and enhance the Airport’s “Fly Friendly” program;
- Minimize noise impacts upon adjacent land uses and corridors.

The Airport will select a Master Developer for the site who has proven experience, financial resources, and professional experience to deliver the highest quality and economically feasible commercial development. The preferred developer will present a project concept that best

meets the above objectives and implements the land uses consistent with the Airport Master Plan.

Ventura County Department of Airports is a public agency and is subject to the requirements of the California Public Records Act.

III. BACKGROUND ON OXNARD AIRPORT

Site History

The Oxnard Airport was opened in 1934 by the County of Ventura and consisted of a 3,500 foot dirt runway. The County of Ventura paved the runway in 1938 and a large hangar (now known as Hangar #2) was built by the Works Progress Administration. The U.S. Army Air Corp moved its civilian training program onto the airport in 1940 to establish a primary training base called Mira Loma Flight Academy. Housing was built across the street for the cadets and instructors.

The Army Air Corp operated the airport until 1944 when it was reassigned to the Navy until the Naval Air Station at Point Mugu could be completed. The Navy moved to NAS Point Mugu in 1945. The County of Ventura officially regained control of the airport from the federal government in 1948 by receiving a final quitclaim deed. The State of California issued the airport an operating permit in 1949.

The first scheduled airline flights began in 1946 by Southwest Airlines and later Pacific Airlines, flying Douglas DC-3's and Fokker F-27's respectively. Pacific Airlines was replaced by Airwest Airlines in 1967, which was later purchased by the Hughes Corporation, becoming Hughes Airwest. The current terminal building opened in 1971 and has been served by commuter airlines such as Cable, Golden West, Wings West, Mesa and other small air carriers.

The Federal Aviation Administration built and staffed the air traffic control tower in 1960 and in 1963 Oxnard's single runway (7-25) was extended from 4,750 feet to its present length of 5,953 feet. Between 1974 and 1976 the runway was upgraded with an ILS and approach lighting. In July 1992 it was completely rebuilt and again in 2021 after 29 years in service.

In 2010, the County and the FAA partnered on a project to lengthen the landing distance at the airport from 4,610 feet to 5,953 feet where it is today. This enhancement enables the airport to accommodate modern regional jets rather than just turbo prop aircraft for airline service needs.

Despite no current commercial air service, the airport remains an important element of the national transportation system with multiple thriving aviation businesses and over 125 based aircraft. The Oxnard Airport has been Ventura County asset for over 80 years.

Current and Projected Airport Operations

Oxnard Airport is home to approximately 125 based aircraft and it presently supports over 75,000 flight operations annually. The airport is included in the Federal Aviation Administration/ National Plan of Integrated Airport Systems. The current tenants and business located at the Airport include:

- 2 fixed based operators (one of which currently occupies a portion of the site)
- 3 specialty aviation businesses
- 1 flight school (presently occupies a portion of this site)
- 2 retail aviation fuel services (one of which presently occupies a portion of this site)
- Rental car agencies
- Executive aircraft private hangars
- 66 County hangars for general aviation Aircraft
- 55 Privately owned hangars for general aviation aircraft

Existing Site Conditions

The approximate 5.1-acre site at the east end of the airport fronts on 5th Street and currently supports Golden West FBO and a below ground fuel facility which occupies a portion of the site. The area to the west of the site currently houses two older hangar facilities and additional ramp comprising a 7-acre redevelopment which is in the planning process with another developer.

The County wishes to expand the existing Golden West facility area to include additional ramp area and allow for redevelopment of the existing structures and removal of the existing underground fueling facility to provide for a new above- ground fueling location. This site incorporates the ramp to the north out to the drive lane. There are presently two public entrances off of 5th street with a paved parking lot and one vehicle gate and one pedestrian gate providing access to the site.

The site is designated for aviation use on the Airport Master Plan. Site planning considerations include building location, building heights, landscaping and the opportunity to construct facilities which can respond to present day aircraft hangar requirements, including aircraft of the future such as prospective ADG-III aircraft and the prospect of electric aircraft and/or eVTOL operations, updated energy efficient elements, above-ground fueling facilities, and structures with full use of the large deep and wide ramp area.

Review process: The development plan may be subject to review by the County Board of Supervisors, Ventura County Transportation Commission, Airport Advisory Committee and the Oxnard Airport Authority, as well as the County of Ventura Building & Safety and Planning Divisions. Although the Airport is located in the City of Oxnard, the Airport property is owned by the County of Ventura, which makes it the lead agency for permitting approvals.

IV SUBMISSION REQUIREMENTS

A. Developer Information

The Request for Proposal must contain all of the following information:

- **Identification:** Name of developer and type of entity. Provide known members of the development team such as project manager, construction company, architect, landscape architect, major equity investors, etc. and role of developer and any partners in implementation of development.
- **Experience:** Provide a complete description of the developer's and key team member's commercial aviation development experience. Please be specific and indicate references for each project.
- **Financial Data:** Provide information indicating total estimated project cost and evidence of sufficient financial resources to undertake the project. Provide bank or other financing references where appropriate.
- **Track Record:** List at least two (2) developments that are similar in design and complexity to the project described in this information request and provide brief narratives for each project (including size, cost, and year developed).

B. Development Proposal

The Development Proposal Package shall provide a narrative description of the type of development envisioned and its market orientation. Only the following items shall be submitted and be organized as outlined below:

1. **Site Concept Plan.** Site Plan illustrating proposed building location, parking, landscape and hardscape areas. The site concept plan should depict the location of fuel facilities, upgraded electrical capacity, water lines, stormwater outfall and lines, and any other utility to be relocated, if deemed necessary, due to project development. The Site Plan may incorporate the existing structures but should identify any modifications to the facilities.
2. **Proposed Facilities/Services.** Detail type of building, facilities and anticipated business uses to be provided, including a full service ASP to include fueling services and at least 3 additional services as outlined in the airport's Minimum Standards (see Attachment 1). Please include proposal square footage by use and specificity of components. For example, if office space is being proposed, indicate the total square footage and project tenant/use mix to be provided. A written description must include the estimated income and benefits to the County plus a business plan for the proposed project. The narrative should also include statement of consistency with the Airport Master Plan and other prevailing policies.

Ventura County encourages development that is ecologically sustainable. Please indicate which of the following elements, and/or others not specified, that will be incorporated:

- Energy efficiency, including net zero/Carbon neutral facility design, and the consideration of natural resources as well as future electrification needs of future aviation products.
 - The avoidance of environmentally damaging materials, including unleaded fuels, and the promotion of biofuels and Sustainable Aviation Fuels (SAF)
 -
 - Site design to enhance natural environment, and drought tolerant landscaping and
 - “Green Building Program” tenets to minimize construction waste.
3. **Pro Forma.** The proposal shall include:
- Development pro forma for the project including, but not limited to, predevelopment and construction costs.
 - A description of the proposed financing.
 - An estimate of the total value of the project, broken down into land and improvement values.
 - The pro forma should reflect all income and expense line items including, but not limited to, ground lease payments, with sufficient detail and clarity for the proposal to be properly evaluated by the County.
4. **Desired Term of Lease.** The proposal should include the desired business terms that the developer will seek in a ground lease (i.e. construction rent amount and duration, initial ground rent, ground rent annual increases, etc.).
5. **Development Schedule.** Include a preliminary phase and time schedule in the proposal. Please note timeline and benchmarks if the project is anticipated to be developed in phases.
6. **Performance Deposit.** Each submittal must be accompanied by a ten thousand dollar (\$10,000) performance guaranty cashier’s check. The performance guaranty amount will be returned to unsuccessful parties at the completion of the selection process. For the successful candidate, the guaranty will be applied to cover the cost of the projects’ lease development process; any remaining funds can be applied to the ground rent or refunded (please note that Airport’s staff does not charge for their time in this process). Please provide contact name and information in the event the performance guaranty is returned.

Note: Site Plan will be considered a conceptual plan and will be subject to adjustment and County approval once a developer has been selected and the details of the project are finalized through the negotiation process.

V SELECTION PROCESS AND CRITERIA

A. Selection Criteria

The County will select a developer for the development site whose experience and proposal most closely satisfies the needs of Ventura County. County expects to negotiate with the designated developer on the aspects of the development project including a long term lease for the property.

Important elements influencing selection of a developer for each site are:

- The overall quality and track record of the developer as evidenced by the professional experience of the principals;
- Financial capabilities and expertise in commercial aviation development of similar size and complexity;
- The excellence in project design, facilities, uses and overall quality of proposed project.

B. Developer Selection

After evaluation of written submittals and oral interview, if deemed necessary, Airport staff will negotiate lease and development terms with the top ranked party. A negotiated and mutually agreed upon final detailed project scope, terms, conditions, and schedule will set the parameters for creating a final lease that will be scheduled for review and approval by the Ventura County Board of Supervisors. Any selected developer will be required to honor the terms, conditions, and scope contained in the executed lease document.

VI EVALUATION AND SELECTION PROCESS

The proposals will be evaluated for their overall responsiveness to County's stated objectives for development, as well as the submittal requirements contained in this document. The County reserves the right to assess and reject any or all proposals after careful review by staff and the Selection Committee. Top candidates may be invited to present and discuss their project to the Selection Committee. Submittals will be ranked on the following criteria:

- Project land use and site plan including quality, type and amount of aviation/commercial space plus conceptual design of facilities, including the incorporation of new technologies (20%) Note: up to 25% of this category will

be given for “Green” building features including site and landscape, building materials, energy and water use, and waste management.

- Provides City of Oxnard community benefit, which may include special events, community outreach, educational programs, etc. (10%)
- Regional economic impact & enhancement of aviation business opportunities at the airport (10%)
- Developer’s financial strength and project financial plan, including ground lease and other business terms (30%)
- Overall qualifications, track record, and relevant experience of develop/development team (20%)
- Compliance with the Airport Master Plan and other prevailing policies (5%)
- Proposed development schedule (5%)

After evaluation of submittals and, if deemed desirable, oral interviews, a recommendation will be made to the Ventura County Board of Supervisors, who will make the final selection of the Master Developer for each site by reviewing and considering a final negotiated lease.

VII COMPLIANCE WITH COUNTY/AIRPORT POLICIES

- A. **Compliance.** Proposed project must be consistent with all applicable local, state, and federal aviation regulations, planning/land use requirements, environmental regulations, insurance requirements, and entitlement and permitting processes.
- B. **Right of Rejection.** The County reserves the right to reject any or all proposals, to request new proposal, to revise the information request, withdraw this information request, or not make a selection, or accept a proposal where only a single RFP response is received. Information request revisions, if any, will be mailed to all potential proposers who were mailed this document. The receipt of proposals shall not, in any way, obligate the County to enter into a project lease or any other contract of any kind with any proposer. All submitted proposal copies will become the property of Ventura County.

VIII IMPORTANT DATES AND SUBMISSION PROCESS

A. Tentative Schedule*

Information Request Release Date:	April 11, 2024
Detailed Proposals Due	June 11, 2024
Applicant Interviews, if deemed necessary	Week of July 22
Target Committee Recommendation /Selection Date	August 5, 2024

**dates subject to change*; Committee also reserves the right to make a selection if only one candidate provides a proposal.

B. Submission Time, Place, Date, Contact

Proposal submittals: written responses must be prepared in accordance with content and sequence as specified within this request for information. No changes or additions to a proposal may be made after the submittal date.

Submission of **one original and four (4) copies** of the proposal must be received no later than:

Tuesday, June 11, 2024 at 1:00 PM

Proposals should be sent to:

**Ventura County Department of Airports
Attn: Madeline Herrle, Lease Manager
555 Airport Way, Suite B
Camarillo, CA 93010
Telephone: (805)-388-4372**

Proposal copies should contain all the same materials as in the original packet, inclusive of photos, site plans, and the like.

IX QUESTIONS AND REQUESTS FOR ADDITIONAL INFORMATION

Questions and information requests should be submitted to Madeline Herrle at address noted above or by email to: madeline.HERRLE@ventura.org.

X ATTACHMENTS

1. Site location map
2. Airport Layout Map
3. Application Checklist

EXHIBIT "A" – SITE AREA



Oxnard Airport

**OXNARD AIRPORT
PROPOSED DEVELOPMENT PROJECT
APPLICATION CHECKLIST**
(Must be completed and returned with application)

Use the following checklist to ensure that your application is complete.

Unless specifically indicated, an **original and four (4) copies** of the following items must be submitted by all applicants in the following order. Note: All attachments are to be placed immediately following the Section in which they are requested.

Application Checklist

Cover letter

- Cover letter submitting application signed by Principal in firm

Section IV – Submission Requirements

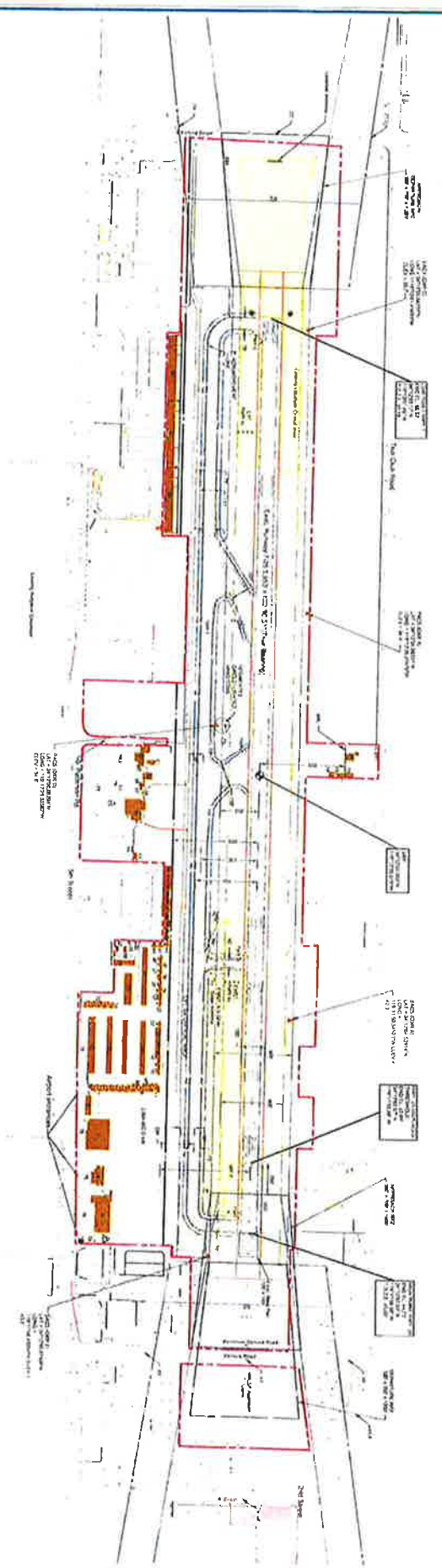
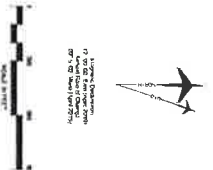
- Completed Subsection A. Developer Information
 - Identification – Name of developer, type of entity and development team members.
 - Experience – Complete description of developer’s and key team members’ recent aviation/commercial development experience and references.
 - Financial Data – Information indicating total estimated project cost and evidence of sufficient financial resources to undertake project, including bank or other financing references where appropriate.
 - Track record – Developer references for projects of similar design and complexity (including size, cost and year developed)

- Completed Subsection B. Development Proposal
 - Site Concept Plan – Depicting building, parking, landscape, hardscape and including building façade elevations, particular the 5th street façade.
 - Proposed Facilities/Services – Detailed building and user information, type of use (FBO, Office? Storage only?), estimated income and benefits, business plan, and consistency with Airport Master Plan and other prevailing policies. City of Oxnard engagement and community outreach
 - Pro Forma – Development pro forma for predevelopment, construction, income and expenses cost and proposed financing
 - Desired Terms of Lease – Description of desired lease terms
 - Development Schedule – Phasing plan (if applicable) and anticipated development timeline
 - Performance Deposit – Performance Guaranty cashier’s check for \$10,000 made payable to COUNTY OF VENTURA

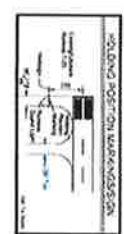
APPENDIX 1 – OXNARD AIRPORT -AIRPORT LAYOUT PLAN SHEETS 3,4 dated 2.14.2022

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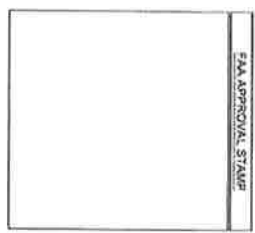
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LEGEND	
EXISTING	Runway
EXISTING	Taxiway
EXISTING	Apron
EXISTING	Terminal Building
EXISTING	Control Tower
EXISTING	Perimeter Fence
EXISTING	Lighting
EXISTING	Obstruction
EXISTING	Grade
EXISTING	Water
EXISTING	Vegetation
EXISTING	Other
NEW	Runway
NEW	Taxiway
NEW	Apron
NEW	Terminal Building
NEW	Control Tower
NEW	Perimeter Fence
NEW	Lighting
NEW	Obstruction
NEW	Grade
NEW	Water
NEW	Vegetation
NEW	Other



PROPERTY DESIGN ORD.	
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30	Runway 30



FOR APPROVAL BY
COUNTY OF VENTURA
 APPROVED BY: Keith Freitas, County Auditor
 DATE: 01/13/2022

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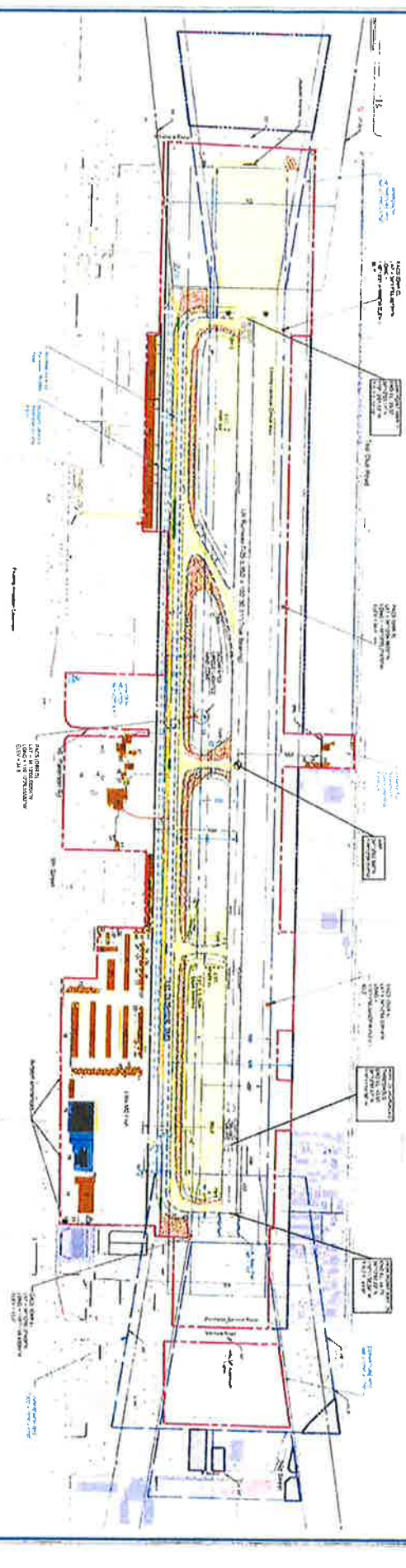
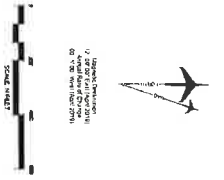
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EXISTING AIRPORT LAYOUT PLAN
 DRAWING NO. 22-0001
 DATE: 01/13/2022
 SHEET 3 OF 13

EXISTING AIRPORT FACILITIES		EXISTING AIRPORT FACILITIES		EXISTING AIRPORT FACILITIES		EXISTING AIRPORT FACILITIES		
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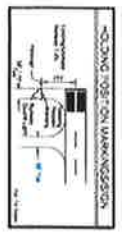
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16	Runway 16	100	16	Runway 16	100
17	Runway 17	100	17	Runway 17	100
18	Runway 18	100	18	Runway 18	100
19	Runway 19	100	19	Runway 19	100
20	Runway 20	100	20	Runway 20	100



LEGEND

SYMBOL	DESCRIPTION
1	Runway
2	Taxiway
3	Apron
4	Terminal Building
5	Control Tower
6	Obstacle
7	Proposed Construction
8	Existing Construction
9	Utility Lines
10	Property Boundary
11	Water Feature
12	Topography
13	Survey Points
14	Other



FMA APPROVAL STAMP

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Date: 2022.02.14
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FOR APPROVAL BY
COUNTY OF VENTURA

Approved by
Keith Freitas Deputy Director of Public Works
Date: 2/14/2022 11:02:48 AM

NO	DESCRIPTION	DATE	BY
1	Issue for Review	01/27/2022	KEITH FREITAS
2	Approved	02/14/2022	KEITH FREITAS
3	Final Review	02/14/2022	KEITH FREITAS
4	Final Approval	02/14/2022	KEITH FREITAS

ORANGE AIRPORT
ULTIMATE AIRPORT LAYOUT PLAN
DRAWING
DRAWN: CALIFORNIA
CHECKED BY: MARY DAVIS
DATE: 01/27/2022
SCALE: 4" = 13'



VENTURA LOCAL AGENCY FORMATION COMMISSION

801 S. VICTORIA AVENUE, SUITE 301 • VENTURA, CA 93003

TEL (805) 654-2576 • FAX (805) 477-7101

WWW.VENTURA.LAFCO.CA.GOV

April 12, 2024

SENT VIA E-MAIL

Keith Freitas, Director of Airports
Ventura County Department of Airports
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Camarillo Airport Layout Plan Update

Dear Mr. Freitas:

LAFCo staff has reviewed the Final Draft Airport Layout Plan (ALP) and Narrative Report, and provides the following comments. The comments provided in this letter are those of LAFCo staff and do not reflect determinations made by the Commission.

As background, LAFCo's purposes are to (1) discourage urban sprawl, (2) preserve open space and prime agricultural land, (3) ensure efficient provision of government services, and (4) encourage the orderly formation and development of local agencies, such as cities (Government Code § 56301). LAFCo implements its mission in part through its actions related to local agencies' requests for boundary changes and service provision.

LAFCo staff requests that the County expand upon the statement "Sanitary sewer services are provided by Ventura County" contained within the Final Draft ALP and Narrative Report, to reflect the following facts:

The County of Ventura, through its Water and Sanitation Department, owns, operates, and maintains the wastewater collection infrastructure for the Camarillo Airport facility. Wastewater is discharged from the airport to the Camarillo Sanitary District's (District's)¹ sewer system, an arrangement that has been in place since the 1960s (and likely since 1955, predating earliest District records). The wastewater is then treated at the District's treatment facility.

Additionally, in 2017, the District and the County entered into an extraterritorial service agreement to authorize the District to provide sewer service outside its jurisdictional boundaries to allow for the development of new aircraft hangars at the northeast corner of the Camarillo Airport within an approximately 20-acre area. The agreement, approved by LAFCo, allowed the direct connection of the development project to the District's collection system

¹ The Camarillo Sanitary District is authorized to provide wastewater collection and treatment service within its jurisdictional boundaries (i.e., within and surrounding the City of Camarillo). In some circumstances, pursuant to LAFCo approval, it may also provide services outside its jurisdictional area. The City Council of the City of Camarillo is the governing body of the District.

Keith Freitas
April 12, 2024
Page 2 of 2

(bypassing the County's existing infrastructure) due to proximity of the development site to existing District pipelines. An amendment to the agreement, approved by LAFCo in 2022, extended the 5-year term of the original agreement by an additional 5-year period, to accommodate the District's desire for additional time to pursue LAFCo approval of the annexation of the entire Camarillo Airport facility, in order to provide sufficient time for the County to improve the existing sewer infrastructure at the airport to meet the District's standards.

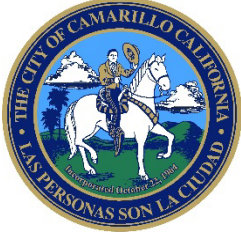
Thank you for the opportunity to provide expanded detail regarding the circumstances surrounding wastewater services that are provided at the Camarillo Airport, and for your consideration in incorporating this information into the Final ALP Update and Narrative Report. Please contact me if you have any questions.

Sincerely,



Andrea Ozdy
Deputy Executive Officer

c: Dave Nafie, Ventura County Department of Airports
Joe Pope, Ventura County Water and Sanitation Department
Dave Klotzle, Camarillo Sanitary District



City of Camarillo

601 Carmen Drive, Camarillo, CA 93010

NEWS RELEASE

For Immediate Release: April 15, 2024

Media Contact: Michelle Glueckert D'Anna | 805-388-5370 | mdanna@cityofcamarillo.org

City Council Confirms Commitment to Preserving Camarillo's Quality of Life During Update on Camarillo Airport

Council Advises Airport Authority to Vigorously Advocate to Uphold 1976 Agreement

Camarillo, CA – During the Camarillo City Council meeting on Wednesday, April 10, 2024, City staff shared an update on two long-range planning processes currently underway for the Camarillo Airport—the Airport Layout Plan (ALP) Update and Part 150 Study. Councilmembers listened to residents and businesses who spoke during an extensive public comment period, then engaged in a question-and-answer session with Ventura County Airport Director Keith Freitas and special counsel Dan Reimer, an airport legal specialist retained by the City.

While the City does not have any decision-making authority on these specific processes or airport matters in general, the Council affirmed that it will continue to strongly advocate for the interests of the Camarillo community through its long-standing 1976 Joint Powers Agreement with Ventura County on the operation of the Camarillo Airport.

The 1976 agreement includes certain limitations on airport operations (e.g., size of aircraft, hours of operation, etc.) and ensures that the airport will remain a general aviation airport and not become a commercial airport. The 1976 agreement also establishes the City's role in the Camarillo Airport Authority, an advisory body that makes recommendations to the Ventura County Board of Supervisors, which has final decision-making authority on all airport matters.

During public comment, concerns were voiced by numerous residents—especially those living under the flight path in Old Town—about the impacts of flight traffic (e.g., noise and emissions) on their quality of life. Other commenters, including some with airport-related jobs, spoke to the benefits the airport brings to Camarillo, especially economically.

"We've heard the concerns about airport noise and other impacts loud and clear, and we want to stress that preserving our quality of life in Camarillo is paramount," stated Mayor Tony Trembley. "The Council will continue to work hard to advocate these priorities to the Airport Authority and County officials, and we encourage the community to keep engaging in the participation opportunities for the airport layout plan and noise study."

City staff and special counsel Dan Reimer outlined the planning processes and addressed questions and concerns previously voiced about the airport, clarifying issues that may not have been well understood or represented accurately in the community. It was made clear that the County lacks authority to regulate air traffic—the Federal Aviation Administration (FAA) has exclusive jurisdiction over airspace, aircraft, and pilots. The County cannot close the airport—in fact, the County is obligated by contracts with the FAA that require the County to keep the airport open.

Because Ventura County owns and operates the Camarillo Airport (not the City), the County's Department of Airports is solely responsible for the two ongoing planning processes. The ALP does not include any airport expansion—it focuses on infrastructure, parking, ramps, and maintenance. The Part 150 Study, meanwhile, updates the airport's noise exposure maps and addresses its noise compatibility program. There is no formal relationship between the ALP Update and the Part 150 Study.

In the detailed question-and-answer session with Director Freitas and Special Counsel Reimer, both expressed the difficulties of making significant operational changes within the restrictive framework of federal governance of general aviation airports. Despite the known hurdles, Director Freitas spoke of the airport's commitment to consider all realistic options to reduce impacts to the community, including educating pilots and flight-based operations on the County's voluntary Fly Friendly noise abatement practices as well as exploring the possibility of flight path modifications.

The City has no legal authority over the airport, only traditional land use and zoning. The City's power comes through the 1976 Agreement. To that end, the City Council has been assertive in defending the 1976 Agreement, hiring special legal counsel, forming a Camarillo Airport Ad Hoc Committee, engaging a third-party consulting firm to prepare and implement a scientifically-based survey of Camarillo residents, and prioritizing transparent communication and engagement with residents on airport-related matters.

"Our 1976 Agreement calls for the County and City to engage in mutual cooperation in the operation of the airport," shared Councilmember Susan Santangelo. "With Director Freitas' commitment to listening to our community's concerns, I trust we can find some common ground and realistic solutions as these processes move forward. To the extent we can use our voices on the Airport Authority to help mitigate impacts, we absolutely will."

The ALP is now in final draft form, and the public comment period is open through May 10, 2024. The next community meeting for the Part 150 Noise Study is scheduled for June 3, 2024. Information on both County processes can be found at: vcairports.org.

For more information on the April 10, 2024 Council meeting, including the presentation slide deck and a list of commonly asked questions, please visit the City's trending topics webpage on the "Camarillo Airport" at cityofcamarillo.org/trending.

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Search...

SoCal Gas Survey Work Being Conducted April 22 – April 27



SoCal Gas has contracted English Air Service to complete survey work on area gas lines beginning on Monday, April 22. The survey work is expected to end no later than Saturday, April 27 and will be primarily in the Oxnard and Point Mugu airspace. Increased helicopter activity can be expected from 8 a.m. – 5 p.m. at an altitude of approximately 500 feet and flying in a grid pattern.

dated: April 18, 2024

Send

Answers from an airport attorney

BY ZIA ZOGRAFOS, ZIA@THEACORN.COM

Dozens of residents swarmed Camarillo's most recent City Council meeting to hear an update and voice their concerns about the county-run Camarillo Airport—especially regarding its noise study.

The airport is working through two separate studies. One on its layout plan, covering maintenance of pavements and facilities. The other on noise reverberating from the airport using maps last updated in 1998.

Assistant to the City Manager Michelle Glueckert D'Anna again assured the public that no scheduled airline services, freight operations or changes to the runway length are occurring at the airport. To note, the city does not own nor operate the Camarillo Airport.

“We were pleased to share the news with our community that the county confirmed they are not seeking any changes to the 1976 agreement,” Glueckert D'Anna said at the April 10 meeting.

The city noted the community is most concerned about continually hearing loud noise from the airport, advocating for an alternate flight path and is wondering how the two airport studies interact with each other.

Dan Reimer, a Denver-based airport attorney tasked with answering the community's pressing questions, said the traffic forecast for the airport is a projection over a 20-year planning period.

“Traffic forecasts are notoriously unreliable as an indicator of what specific traffic will occur at a given airport in a given year,” Reimer said.

The airport layout plan and the Part 150 noise study have no relation to each other, he said.

The noise study is a voluntary study that airports can undertake with federal grant money to evaluate noise exposure over a five-year period. Within that,

the noise compatibility program evaluates how noise can be minimized using available resources.

Many residents have raised the point that the noise study should be completed before the airport layout plan.

When the FAA considers the layout plan, it will not affect its consideration of the separate noise study. Both are regimented, federal processes reviewed under particular considerations, and approval is limited as well, the attorney said.

“My view is that there is no legal relationship between the two,” Reimer said. “The FAA will review both those documents according to their criteria, regardless of whether one precedes the other.”

Another concern echoed by residents is the airport’s curfew. County code prohibits any departing flights between midnight and 5 a.m. In 1976, however, the curfew was 10 p.m. to 7 a.m.—and many residents have expressed support for a return to those hours.

In short, amending the curfew to go back to a longer, mandatory curfew would be subject to federal approval and FAA regulation, Reimer said.

“And I have shared up here that while there is technically a process to seek that approval, the FAA has not approved any such restriction in the approximately 35 years since the statute was enacted,” Reimer said. “They would not grant approval in this case.”

The other pressing question relates to flight paths, specifically if a pilot can change course in order to minimize noise. “The county simply has no authority to direct how pilots fly their planes and where they go,” said Reimer.

This, he added, is why there is a benefit to having the noise compatibility program, which explores voluntary measures and ways pilots could help limit noise.

Many public speakers still urged for air quality monitoring, and for the noise study to be completed first and foremost in order to protect the safety and quality of life of Camarillo residents. Especially for those who live under the flight paths.

“I want to thank the council for being assertive in upholding the joint powers agreement,” said Camarillo resident James Kester. “In the same vein, we need to continue to be assertive in order to protect the residents of Camarillo. To protect our quality of life, health and financial standing as far as property values.”

The next community meeting for the noise study is scheduled for June 3.

Published: April 20, 2024

PROJECT SCHEDULE UPDATE

OXNARD AIRPORT

TAXIWAY A (FORMERLY TAXIWAY F) RECONSTRUCTION PROJECT

APRIL 23, 2024

The Taxiway A (formerly Taxiway F) Reconstruction Project is expected to begin on **April 29, 2024** with first construction-related closures on **May 6, 2024** and anticipated project completion date of **July 27, 2024**.

Oxnard Airport will remain open for normal daily operations utilizing Runway 7-25. Reconstruction of Taxiway A will be phased to occur during the hours of 0700 to 1900 each day, with sections of Taxiway A and Taxiway Connectors A1, A2, A3, A4, and A5 closed in phases to facilitate construction activities. Please refer to the table below for more information about the planned closures for Runway 7-25, Taxiway A, and Taxiway Connectors A1, A2, A3, A4, and A5.

The reconstruction of Taxiway A will include the removal of the existing pavement section and the full depth construction of the new pavement section, including subgrade stabilization to improve pavement longevity. This project will also consist of the installation of underdrain and storm drain infrastructure, improvements to electrical infrastructure, and application of pavement markings.



COUNTY of VENTURA
Department of Airports

	MOBILIZATION PHASE RUNWAY 7-25	PHASE 1 TAXIWAY A FROM TAXIWAY A1 TO TAXIWAY A2, INCLUDING TAXIWAY A1 AND TAXIWAY A2 <i>IS GURE SLOPE OUT OF SERVICE</i>	PHASE 2 TAXIWAY A FROM TAXIWAY A2 TO TAXIWAY A5, INCLUDING TAXIWAY A3 AND TAXIWAY A4	PHASE 3 TAXIWAY A FROM TAXIWAY A4 TO TAXIWAY A5, INCLUDING TAXIWAY A5
Estimated Date of Closure	MAY 6 & 7, 2024 (NIGHT ONLY)	MAY 9, 2024	JUNE 6, 2024	JULY 8, 2024
Estimated Duration of Closure	2 CALENDAR NIGHTS (2200 TO 0600)	28 CALENDAR DAYS	32 CALENDAR DAYS	20 CALENDAR DAYS



LOCAL

Two car dealerships proposed for Camarillo near airport



[Brian J. Varela](#)

Ventura County Star

Published 9:07 a.m. PT April 23, 2024 | Updated 6:45 p.m. PT April 25, 2024

UPDATE: *The Camarillo City Council on Wednesday unanimously approved a land-use amendment that will allow two planned car dealerships to be built on vacant land near the Camarillo Airport.*

ORIGINAL STORY:

Camarillo residents have the chance to weigh in on two proposed auto dealerships off Springville Drive at the Wednesday City Council meeting.

Faring Capital LLC, a West Hollywood-based developer, is asking the council to amend the Airport North Specific Plan to allow the dealerships and other related uses on the nearly 47-acre property, city staff said in a report.

The document also mentions the possibility of cafes, car washes, vehicle service centers and EV chargers on the site.

The City Council meeting will begin 5 p.m. Wednesday at the Camarillo Public Library. Before the panel votes on the resolution, the public will have time to provide input on the project.

The specific plan area encompasses 337 acres between the Camarillo Airport and Highway 101. The site the developer is eyeing is at the corner of Springville Drive and West Ventura Boulevard.

Its current land-use designation is research development, city spokesperson Michelle Glueckert D'Anna said in an email. If the amendment to the specific plan is approved, the developer is required to submit subsequent documents that would need to be reviewed and approved by the Planning Commission before construction can start, D'Anna said.

Darren Embry, Faring's vice president of community development, said the company is still working on plans for the project and declined to share additional information.

City staff said in a report that Faring has two dealerships ready to begin selling new and used commercial and light-duty vehicles on the site. Embry declined to say which dealerships the developer is working with.

Embry noted Faring doesn't have plans to fill the entire specific plan area with dealerships.

"This project will be very focused and limited in scope," he said.

Brian J. Varela covers Oxnard, Port Hueneme and Camarillo. He can be reached at brian.varela@vcstar.com or 805-477-8014. You can also find him on Twitter @BrianVarela805.



City of Camarillo

601 Carmen Drive • P.O. Box 248 • Camarillo, CA 93011-0248

Office of the City Manager
(805) 388-5307
FAX (805) 388-5318

May 10, 2024

Keith Freitas
Ventura County Department of Airports
555 Airport Way, Suite B
Camarillo, CA 93010

RE: Camarillo Airport Layout Plan Update

Dear Keith,

On behalf of the City of Camarillo, I want to express my appreciation for your efforts in engaging the Camarillo community in the Airport Layout Plan process (ALP). I recognize that public participation in the ALP is not required by the FAA and applaud your efforts to incorporate public participation into your ALP process in an effort to inform Camarillo residents and to seek their input.

The City understands that, at a general level, the County is obligated to make Camarillo Airport available for aeronautical use, to maintain an ALP, and to improve the Airport in conformity with the FAA-approved ALP. At a more detailed level, the County is obligated to maintain facilities improved with federal grants, to operate the Airport safely, and to consider requests from private entities to make improvements with private funds.

The City recognizes that the County does not have legal rights to place restrictions on aircraft in flight, nor may the County impose restrictions or mandatory flight restrictions. The FAA has exclusive jurisdiction over airspace, aircraft and pilots. The City understands that Ventura County cannot close the Camarillo Airport; rather, the County is obligated by contracts with FAA requiring County to keep airport open as well as by restrictive covenants in the deed by which the airport was transferred from the United States Government.

The City acknowledges that the ALP does not include any airport expansion, rather the focus is on infrastructure, parking, ramps, maintenance. We also understand that the County is not obligated to construct improvements simply because those improvements are depicted on the FAA-approved ALP. The County is the owner and operator of the Airport and will decide whether and when to apply for FAA grant funding and/or to use other airport revenues or debt to make the identified improvements.

Although we have a clear understanding of the County's obligations for the ALP, as well as your role in operating the Camarillo Airport, it is imperative that the Ventura County Department of Airports balance the Airport's needs with those of the surrounding community.

The City is interested in solutions to address the quality-of-life issues that are being raised repeatedly by Camarillo residents. We ask that you move forward now to pursue opportunities to engage in permanent noise monitoring opportunities. We also ask you to seek opportunities

to safely adjust the flightpath over Old Town Camarillo to minimize disruption to the quality of life of Camarillo residents.

In all that you do, we are counting on you to continue to uphold the 1976 Agreement, as committed to in the letter from the County to the City, dated January 19, 2022, and since that time through verbal and written correspondence between the two entities. Additionally, we encourage you to continue engaging with Camarillo residents in all airport-related matters that have the potential to impact quality of life.

As always, I am available at your convenience to discuss this matter. We value our partnership with the County in planning for the future of this important community asset, and the City will continue to dedicate the time, attention and energy necessary to find a resolution on these issues.

Sincerely,

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

Greg Ramirez
City Manager



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Search...

Community Update Regarding Taxiway A Reconstruction Project



We recently received a question from one of our community members regarding piles of milled asphalt on Oxnard Airport property that are part of the current Taxiway A Reconstruction project. These piles have been mistaken as soil and we'd like to provide clarification regarding concerns expressed to us.

The Taxiway A Reconstruction project at Oxnard Airport began on May 9, 2024, and is anticipated to be complete by the end of July. The asphalt pavement removed as part of the project generates material called millings or grindings that may be reused on site. The Airport utilizes this material for leveling areas on airport property that are prone to ponding during storm events and for routine weed abatement along fence lines. You may see the milled pavement piled temporarily at various locations on the Airport where the material is planned to be used until it is graded out.

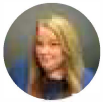
Prior to construction start, the Airport completed testing of planned excavated soil to characterize the soil for future removal and disposal. Testing established that the soil excavated during construction activities can be removed from the site as non-hazardous material and will be completely disposed of off-site.

The previously stockpiled material (which is covered by plastic liners) on Airport property east of Ventura Road has been tested and the Department of Airports will be coordinating with the California Regional Water Board regarding the next steps. The Department of Airports expects to commence removal of the stockpile soil before the end of the year.

Information about the Taxiway A Reconstruction project, including a schedule, phasing and temporary closures, is available on our project website or at this link: OXR Construction Flyer_V5 (pcdn.co) (https://protect.checkpoint.com/v2/___https://s45318.pcdn.co/wp-content/uploads/2024/04/OXR-Construction-Flyer_R4-1.pdf___YzJI0mNvdmF2YW5hbGpjbG9m86YzhhYTc1OTU5ZGJkMTQxNDdhMmJjMDFkODg0ZTRhYjU6Njo4OWQ4OjBhNGJkY) You may also check our website for updates or contact our Projects Administrator via email at erin.powers@ventura.org (<mailto:erin.powers@ventura.org>).

LOCAL

Ventura County Fire headquarters moves to Thousand Oaks. Here's what to know



Cheri Carlson

Ventura County Star

Published 3:38 p.m. PT May 16, 2024

After decades in Camarillo, the Ventura County Fire Department is moving its headquarters to Thousand Oaks starting next week.

Plans call for opening the two-story building at 2400 Conejo Spectrum St. on Monday, but services will continue to be available at both locations through May. The county purchased the 99,000-square-foot building for roughly \$15 million late last year.

With the move, the department will have all of its administrative functions in one building, county Fire Chief Dustin Gardner said. Plans also call for building a backup dispatch center at the location.

The fire department, which covers communities from Ojai to Simi Valley, had been looking for a new space for the past few years. Its current headquarters — a 30,000-square-foot leased building at the Camarillo Airport — had too little room for the administrative and support staff. Personnel had to work out of multiple remote locations, some in trailers or sharing offices meant for fewer people, officials said.

Why did Ventura County Fire headquarters move to Thousand Oaks?

A study showed the department would need at least 45,000 square feet to keep those staff members under one roof. But new construction for a building that size would cost more than \$30 million, which was not considered feasible.

Instead, the department looked for an existing office building that could be remodeled and the Thousand Oaks location was nearly move-in ready, officials said. The price of the building totaled about half the cost of new construction and was twice the size.

County fire officials moved from Santa Paula to Camarillo in the 1970s and started leasing the current headquarters in the 1990s. The department paid roughly \$365,000 annually to rent the building from the Department of Airports, county officials said.

The new building, which marks the fourth headquarters in nearly 100 years, also is expected to allow for the department's future growth, Gardner said.

"My hope is that when they hit the 150 year anniversary, they will still be here," he said.

What's next for the Thousand Oaks headquarters?

Plans call for the dispatch center to stay at its Camarillo facility, which is across from the administrative offices at the airport. The department's training center in Camarillo also is expected to remain and is being expanded.

The department's backup dispatch center has outgrown its current Moorpark location and is expected to be built at the Thousand Oaks site, Gardner said. The building also has a large community room and could potentially include satellite offices for other agencies that work with the fire department.

More information about the department and its services is available at vcfd.org.

Cheri Carlson covers the environment and county government for the Ventura County Star. Reach her at cheri.carlson@vcstar.com or 805-437-0260

From: Jauregui, Jannette
Sent: Friday, May 17, 2024 3:13 PM
To: Jauregui, Jannette
Subject: Ventura County Department of Airports: Listening Sessions Now Scheduled for Part 150 Noise Compatibility Studies
Attachments: CMA + OXR Listening Meeting Advert v4.pdf

Mark Your Calendars!

The Ventura County Department of Airports will be hosting community listening sessions as part of the Part 150 Noise Studies. All interested Ventura County residents are encouraged to attend.



Camarillo Airport Part 150 Noise Study

**Monday, June 3, 2024
6:00 p.m.**

Location:
Ventura County Office of Education
5100 Adolfo Rd.
Camarillo, CA 93012

Oxnard Airport Part 150 Noise Study

**Tuesday, June 4, 2024
6:00 p.m.**

Location:
Courtyard by Marriott, Oxnard-Ventura
600 E Esplanade Dr.
Oxnard, CA 93036

The listening sessions will feature a project team presentation at 6:00 p.m. followed by community noise abatement input. Spanish and Mixtecto interpretation will be available.

Join us to learn more about the Part 150 studies and what they mean for the community, and suggest measures to be evaluated for inclusion in the airport Noise Compatibility Programs.

PROJECT SCHEDULE UPDATE

OXNARD AIRPORT

TAXIWAY A (FORMERLY TAXIWAY F) RECONSTRUCTION PROJECT

MAY 21, 2024

The Taxiway A (formerly Taxiway F) Reconstruction Project began on **April 29, 2024** with first construction-related closures on **May 6, 2024** and a revised anticipated project completion date of **July 31, 2024**.

Oxnard Airport will remain open for normal daily operations utilizing Runway 7-25. Reconstruction of Taxiway A will be phased to occur during the hours of 0700 to 1900 each day, with sections of Taxiway A and Taxiway Connectors A1, A2, A3, A4, and A5 closed in phases to facilitate construction activities. Please refer to the table below for more information about the planned closures for Runway 7-25, Taxiway A, and Taxiway Connectors A1, A2, A3, A4, and A5.

The reconstruction of Taxiway A will include the removal of the existing pavement section and the full depth construction of the new pavement section, including subgrade stabilization to improve pavement longevity. This project will also consist of the installation of underdrain and storm drain infrastructure, improvements to electrical infrastructure, and application of pavement markings.



COUNTY of VENTURA
Department of Airports

	MOBILIZATION PHASE RUNWAY 7-25	PHASE 1 TAXIWAY A FROM TAXIWAY A1 TO TAXIWAY A2, INCLUDING TAXIWAY A1 AND TAXIWAY A2 <i>ILS GLIDE SLOPE OUT OF SERVICE</i>	PHASE 2 TAXIWAY A FROM TAXIWAY A2 TO TAXIWAY A5, INCLUDING TAXIWAY A3 AND TAXIWAY A4	PHASE 3 TAXIWAY A FROM TAXIWAY A4 TO TAXIWAY A5, INCLUDING TAXIWAY A5
Estimated Date of Closure	MAY 6 & 7, 2024 (NIGHT ONLY)	MAY 9, 2024	JUNE 9, 2024	JULY 12, 2024
Estimated Duration of Closure	2 CALENDAR NIGHTS (2200 TO 0600)	31 CALENDAR DAYS	33 CALENDAR DAYS	20 CALENDAR DAYS

NOTE: NO CONSTRUCTION ACTIVITIES WILL TAKE PLACE MAY 25 THROUGH 27, 2024 AND JULY 4, 2024.





City of Camarillo

601 Carmen Drive • Camarillo, CA 93010

Office of the Mayor
(805) 388-5307
FAX (805) 388-5318

May 22, 2024

Keith Freitas
Ventura County Department of Airports
555 Airport Way, Suite B
Camarillo, CA 93010

Re: Part 150 Noise Compatibility Study

Dear Mr. Freitas:

It is our understanding that on June 3, 2024, the County Department of Airports will hold a community meeting concerning the Part 150 Noise Compatibility Study.

On behalf of the City Council, and consistent with the City Council's discussion and direction at its April 10, 2024 meeting, I strongly urge the Department to consider implementation of all suggestions expressed by community residents to date in relation to the Airport, expressly including but not limited to: (1) prioritizing and expediting options concerning an alternative flight path approach, particularly in regards to Old Town Camarillo and the noise issues experienced by its residents; (2) installation of permanent noise monitoring locations in and around Old Town relative to the current flight path approach; and (3) an appropriate review and study of air quality concerns which have been expressed by residents.

We would appreciate your immediate attention to these items and apprising the City of the Department's intentions in that regard and the anticipated timeline and completion for such activities by the County.

Thank you very much for your attention to this important issue.

Sincerely,

Tony Trembley
Mayor

c: Camarillo City Council

Commemorative Air Force Museum Preserves History of Camarillo's Former Air Force Base



In 1942, the United States Army Air Corps took a piece of the undeveloped farmland at the eastern end of the Oxnard plain and established what became known as Oxnard Flight Strip. A few wooden hangars were built – all designed to meet the temporary needs of World War II – and drafted and enlisted airmen from across the country were assigned for flight training and maintenance throughout the remainder of the war.

For the next 20 years, the more than 300 acres of land was intermittently under the control of the United States Department of Defense, with the longest standing assignment going to the United States Air Force from 1951-1969. During that time the airfield became known as the Oxnard Air Force Base, a booming segment of the country's air defense command that became an ideal assignment for any airman because of the weather and proximity to Los Angeles and the beach. The base even served as the destination airfield for President Kennedy when he visited Naval Air Station Point Mugu.

In 1976, the County of Ventura reacquired the land. With the establishment of the City of Camarillo just 12 years before, the land became known as Camarillo Airport – a general aviation airport designed for training, business, and privately owned aircraft.

In 1981, the temporary wooden hangars that had been built for World War II still stood and became home to the Commemorative Air Force's Southern California Wing. The nationally-based organization, which started in 1957, operates with a single purpose: to preserve the history of United States military aircraft. The location was ideal – a historic yet undesignated landmark that once housed this country's Air Force would now serve as a site for preservation.

The Wing was assigned its first aircraft in 1981. The C-46 was a passenger aircraft turned transport plane that served actively during World War II and Korea. With missions in China, Burma, India, and the Pacific, the C-46 was unpressurized and required manual navigation. It could carry 10,000 pounds of cargo and became an ideal aircraft to fly supplies over "The Hump" on the eastern end of the Himalayan Mountains.

The Southern California Wing's collection gradually grew over the next two decades as the Camarillo location became a full-fledged museum. The wooden hangars were demolished in the late 1990s and were replaced with a more modern look. Additional aircraft were assigned by headquarters or were borrowed from members including a B-25, PT-19, PT-13, F6F Hellcat, T6 Texan, T5 Texan, F8F Bearcat, Japanese Zero, and Fairchild 24 used by the United States Civil Defense during World War II.

Exhibits were established including one featuring models of every aircraft that flew out of Oxnard Flight Strip and Oxnard Air Force Base from 1942 – 1969, with others focusing on women in aviation, the Tuskegee Airmen, military uniform displays, a model Sherman Tank, Army Jeep, and more.

Now occupying three hangars at Camarillo Airport, the Southern California Wing holds a vital role in the annual Wings Over Camarillo airshow. Additionally, the Wing offers a ride program for the community to experience what it's like to fly in several of the aircraft on display.

"What started as a hobby became an urgent objective to preserve history," the Commemorative Air Force headquarters said of their objective.

The Southern California Wing and its docents, who have lived experience on the aircraft, work weekly to meet that objective. And in doing so, they honor stories of local and national heroes that might have otherwise been lost.

The Commemorative Air Force Museum at Camarillo Airport is open Fridays and Saturdays from 10 a.m. – 4 p.m. and Sundays from 12 p.m. – 4 p.m. For more information, visit cafsocal.com.

Photo is of the B-25 that is housed at Camarillo's Commemorative Air Force Museum. Photo courtesy of Museum staff.

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Veteran, Doctor, Pilot: Honoring Dr. Eugene Fussell



There wasn't a lot that the small country town in Southeast Georgia offered the Fussell's six children. It was the 1940s and 50s and Jim Crow laws enforced racial segregation. Life for the Fussells was good. But it wasn't easy.

Mr. Fussell was a farmer and harvested pecans, cotton, corn, cabbage, cucumbers, tobacco, and sweet potatoes. Mrs. Fussell was a teacher and was insistent that her children were going to make a difference.

Skipping college wasn't an option by the time Eugene Fussell graduated from high school. His older brothers had set the precedent. Eugene was enrolled in medical school at Meharry Medical College in Nashville when he and some friends learned about an externship program offered by the Navy.

"We didn't really know much about the Navy," Eugene said. "We decided to join because it seemed like a good opportunity."

It was 1961.

The initial ensign program led Eugene to the National Naval Medical Center (now Walter Reed) in Bethesda, Maryland, for a summer program.

"I was interested in surgery," Eugene said. "I started in general surgery when I was transferred to the Naval Hospital in New York."

He continued the program and eventually completed his residency at the Naval Medical Center in San Diego where he opted to specialize in orthopedic surgery.

Eugene spent 10 years on active duty as a Navy surgeon stationed at Great Lakes, New York, San Diego, and his final stop at Port Hueneme.

"My time at Port Hueneme is what brought me to my home in Oxnard," he said.

Eugene settled in his new home with his family, which eventually came to include four daughters. He continued his work with the Navy as a reserve while focusing on his own private practice as an orthopedic surgeon based in Oxnard. He also pursued his passion for flying – an opportunity that became available to him while stationed at Port Hueneme. He joined the Point Mugu Flying Club and utilized the G.I. Bill's aviation program to pay for flight training. In addition to his pilot's license, Eugene also earned his commercial license and multi-engine and instrument ratings certificates. He purchased a Bonanza and then a Duke – both based at Oxnard Airport – and flew recreationally throughout the United States.

Eugene's surgical practice remained open for 30 years until he retired in 2000. Just two years earlier, Eugene officially retired from the Navy, having worked his way up to the rank of Rear Admiral. In total his service spanned 37 years.

Eugene's work in medicine continued beyond retirement. He spent 15 years as the Chief Medical Officer for Dignity Health's Southwestern Region. He celebrated his final retirement in 2015 but has remained active on the governing board of St. John's Medical Center where he spent decades performing surgery.

Throughout his career, Eugene remained active in Oxnard Airport as a member of the Experimental Aircraft Association (EAA) and member of the Airport Authority for the Ventura County Department of Airports – a position he held for more than 20 years before he stepped down in 2024.

Perhaps his greatest achievement has been watching his mother's legacy of making a difference continue with his children who each hold impressive roles of their own as a school administrator, psychiatric social worker, physician, and attorney.

"I've been fortunate in my life," he said. "My work as a surgeon was transformative. I was able to be part of a life-changing experience for people of all ages – athletes, young people, and older people struggling with mobility. It has been a rewarding journey."

Dated: June 3, 2024