



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>

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

Thursday **April 11, 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/87019204412?pwd=mbYi9jBRps0Uf9DhsUkCkMc3OgWhOp.1>

TELEPHONE: 1-669-444-9171

WEBINAR ID: 870 1920 4412

WEBINAR PASSCODE: 114682

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 Airport Authority 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 Airport Authority 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 Authority 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/camarillo-and-oxnard-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 “**CAA/OAA Meeting Comment**” and the **Agenda item number** on which you are commenting (e.g., CAA/OAA 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 “**CAA/OAA Meeting Comment**” and the **Agenda item number** on which you are commenting (e.g., CAA/OAA 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 – January 11, 2024** Pages 11-21
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 Airport Authority calls for public comment.

E-mail 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 Authority 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/camarillo-and-oxnard-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

OXNARD AIRPORT

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

Pages 22-23

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.

B. Subject: Receive and File a Staff Update on the Oxnard Airport Taxiway A Reconstruction Project Page 24

Recommendation:

Receive and file a staff update on the Oxnard Airport Taxiway A Reconstruction Project.

CAMARILLO AIRPORT

C. Subject: Receive and File a Staff Update on the Current Airport Layout Plan (ALP) for Camarillo Airport Page 25

Recommendation:

Receive and file a staff update on the current Airport Layout Plan (ALP) for Camarillo Airport.

D. Subject: Approval of Plans and Specifications for the Runway 8-26 Centerline and Taxiway A Pavement Improvements at Camarillo Airport, Including Addenda Nos. 1-3; Find That the Project is Categorically Exempt from the California Environmental Quality Act (CEQA) Under CEQA Guidelines Section 15301(c); Waiver of Any Minor Irregularities in the Bid; Award a Contract for the Base Bid Schedule I and Schedule II to Granite Construction Company, in the Amount of \$2,995,393, on the Basis of the Lowest Responsive Bid; Authorization for the Director of Airports, or His Designee, to Execute the Subject Contract, if Awarded (*Exhibit 1 is available for review on the Department of Airports website vcairports.org/meeting-calendar*) Pages 26-68

Recommendations:

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

1. Approve the plans and specifications (Exhibit 1) for the Runway 8-26 Centerline and Taxiway A Pavement Improvements at Camarillo Airport, including Addenda Nos. 1-3 (Exhibit 2);
2. Find that the project is categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301(c);
3. Waive any minor irregularities in the bids;

4. Award a Contract for the Base Bid Schedule I and Schedule II to Granite Construction Company, in the Amount of \$2,995,393, on the basis of the lowest responsive bid; and
5. Authorize the Director of Airports, or his designee, to execute the subject Contract if awarded (Exhibit 3).

E. Subject: Approval and Award of a Construction Administration Services Contract to Woolpert Company, in the Not to Exceed Amount of \$190,486 for the Runway 8-26 Centerline and Taxiway A Pavement Improvements at Camarillo Airport; Authorization for the Director of Airports, or His Designee, to Sign the Subject Contract Pages 69-90

Recommendations:

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

1. Approve and award of a construction administration services contract (Exhibit 1) to Woolpert Company, in the not to exceed amount of \$190,486, for the Runway 8-26 Centerline and Taxiway A Pavement Improvements at Camarillo Airport; and
2. Authorize the Director of Airports, or his designee, to sign the subject contract.

CAMARILLO & OXNARD AIRPORT

F. Subject: Approval of the Five-Year Capital Improvement Plan (CIP) for Camarillo and Oxnard Airports; Authorization for the Director of Airports or His Designee, to Apply for Grants to Fund Projects Scheduled for Federal Fiscal Years 2024 and 2025 Outlined in the CIP Upon Notification from the Federal Aviation Administration and the California Department of Transportation Aeronautics Program That Funds Are Available
Pages 91-119

Recommendations:

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

1. Approve the five-year capital improvement plan (CIP) for Camarillo and Oxnard Airports (Exhibit 1); and
2. Authorize the Director of Airports or his designee, to apply for grants to fund the projects scheduled for federal fiscal years (FFY) 2024 and 2025 outlined in the CIP upon notification from the Federal Aviation Administration (FAA) and the California Department of Transportation Aeronautics Program (Caltrans) that funds are available. ***These projects are subject to approval in the County budget process, as explained below.***

G. Subject: Receive and File a Monthly Staff Update from Communications and Engagement Manager Regarding Ventura County Airports Pages 120-121

Recommendation:

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

H. 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/*) Pages 122-126

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.

I. 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 Pages 127-220

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 32-39 of Exhibit 1) (requires 4/5ths vote); and
3. Approve, adopt, and execute the resolution (pages 32-39 of Exhibit 1) establishing rents, fees, and insurance requirements for the Department.

7. DIRECTOR'S REPORT

8. REPORTS Pages 221-266

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

Monthly Activity Report – December 2023, January, February 2024

Monthly Noise Complaints – December 2023, January, February 2024

Consultant Reports (Coffman Associates) – December 2023, January, February 2024

Consultant Reports (Jviation/Woolpert – Camarillo Airport) – December 2023, January, February 2024

Consultant Reports (Jviation/Woolpert – Oxnard Airport) – December 2023, January, February 2024

Consultant Reports (Mead & Hunt) – December 2023, January, February, March 2024

Airport Tenant Projects – February, April 2024

Project Status Report – February, April 2024

Meeting Calendars – 2024

9. CORRESPONDENCE Pages 267-298

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

Camarillo Acorn article dated December 30, 2023, re: Soothing airport concerns

Department of Airports News dated January 11, 2024, re: Pilots N Paws Saves Lives of Abandoned Pets Through Volunteer Work of Local Pilots

Department of Airports News dated January 15, 2024, re: Increased Helicopter Activity Expected

Department of Airports E-mail Notification from Communications & Engagement Manager, Jannette Jauregui, dated January 18, 2024, re: Ventura County Department of Airports: Mark Your Calendars! Camarillo Airport – Airport Layout Plan Final Project Review and Q&A

Department of Airports News dated January 26, 2024, re: Ventura County Department of Airports: Increased Military Jet Activity

Department of Airports News dated January 30, 2024, re: Airport Information Alert

Ventura County Star article dated January 30, 2024, re: Small plane crashes in field near Camarillo Airport

Department of Airports News dated February 1, 2024, re: Presidential Temporary Flight Restriction

Department of Airports News dated February 15, 2024, re: Reminder: Ventura County Department of Airports to Host Camarillo Airport – Airport Layout Plan Community Meeting

Department of Airports News dated February 19, 2024, re: Notice of Government Temporary Flight Restriction (TFR)

Camarillo Acorn article dated February 24, 2024, re: Balance wanted in airport coverage

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

Department of Airports News dated February 29, 2024, re: Honoring the Legacy of the Tuskegee Airmen

Department of Airports News dated March 1, 2024, re: New E-mail Address for AAC/Airport Authority Meetings

Camarillo Acorn article dated March 2, 2024, re: Residents speak out at airport layout meeting

Department of Airports News dated March 4, 2024, re: Increased Helicopter Activity Expected

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

10. AUTHORITY COMMENTS – Comments by Authority members on matters deemed appropriate.

11. ADJOURNMENT

The next regular Authority meeting will be on **Thursday, May 9, 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 AT (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/87019204412?pwd=mbYi9jBRps0Uf9DhsUkCkMc3OgWhOp.1>

Webinar ID: 870 1920 4412
Passcode: 114682
Phone Number: 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.

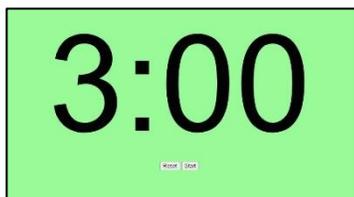
Telephone: You may observe the meeting via the Department of Airports YouTube channel. If you are interested in speaking to an item, you can call into one of the phone lines listed above, and when prompted enter the Webinar ID and Passcode shown above. Once in the meeting, you will be listening to the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





CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

MINUTES

January 11, 2024

1. CALL to ORDER and PLEDGE of ALLEGIANCE

CAA Chair, Scott Barer, called the meeting to order at 6:34 p.m. and thanks OAA Chair Eugene Fussell for his service. OAA Chair Eugene Fussell then led the pledge of allegiance.

2. ROLL CALL

CAA PRESENT

Vianey Lopez
 Tony Trembley
 Scott Barer
 Kelly Long
 Susan Santangelo

CAA ABSENT

OAA PRESENT

Vianey Lopez
 Kelly Long
 Eugene Fussell
 Gabe Teran
 Bert Perello

OAA ABSENT

Excused (E)

Late (L)

Alternate (Alt)

AIRPORT STAFF

Dave Nafie, Deputy Director
 Erin Powers, Projects Administrator (remotely)
 Madeline Herrle, Lease Manager (remotely)
 Jannette Jauregui, Communications & Engagement
 Manager (remotely)
 Jamal Ghazaleh, Accounting Manager (remotely)
 Denise Arreola, Management Assistant

3. AGENDA REVIEW

Deputy Director, Dave Nafie, announced a change in order that the agenda items will be heard. Agenda item 6.B will be heard before 6.A, and agenda item 6.D will be heard before 6.C.

Additionally, regarding agenda items 6.A and 6.C, public member application for Keith Moore was inadvertently omitted from the original agenda packet. Deputy Director Nafie confirmed that Department staff consulted with County Counsel concerning the omitted application prior to the meeting. Procedurally, the Department meets the Brown Act requirements for this omission. Prior to the meeting, the Authorities received Keith Moore's application and the updated agenda letter by e-mail. The same was posted on the Department of Airports website for the public to view. Applicant Keith Moore will also have an opportunity to speak to this Board on his interest in serving as public member or alternate public member.

4. APPROVAL OF MINUTES – November 9, 2023

Camarillo Airport Authority: Councilmember Susan Santangelo moved to approve the November 9, 2023, meeting minutes and Chair Scott Barer seconded the motion. All members voted and the motion passed 4-0 with one abstention from Mayor Tony Trembley.

Oxnard Airport Authority: Councilmember Gabe Teran moved to approve the November 9, 2023, meeting minutes and Councilmember Bert Perrello seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

5. PUBLIC COMMENT PERIOD

Public comments heard.

6. NEW BUSINESS

CAMARILLO AND OXNARD AIRPORT AUTHORITY

B. Subject: Selection of Chair and Vice-Chair for Calendar Year 2024

Recommendation:

Nominate and select the 2024 Chair and Vice-Chair for the Camarillo Airport Authority.

Camarillo Airport Authority: Supervisor Vianey Lopez moved to nominate Supervisor Kelly Long as 2024 Chair and Chair Scott Barer seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

Camarillo Airport Authority: Chair Kelly Long moved to nominate Mayor Tony Trembley as Vice-Chair and Public Member Scott Barer seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

2024 Seats: Supervisor Kelly Long, Chair
Mayor Tony Trembley, Vice-Chair

Chair Kelly Long thanks Scott Barer for his service as Chair.

D. Subject: Selection of Chair and Vice-Chair for Calendar Year 2024

Recommendation:

Nominate and select the 2024 Chair and Vice-Chair for the Oxnard Airport Authority.

Oxnard Airport Authority: Councilmember Bert Perello moved to nominate Supervisor Vianey Lopez as Chair and CAA Chair Kelly Long seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

Oxnard Airport Authority: CAA Chair Kelly Long moved to nominate Councilmember Gabe Teran as Vice-Chair and OAA Chair Vianey Lopez seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

2024 Seats: Supervisor Vianey Lopez, Chair
Councilmember Gabe Teran, Vice-Chair

Chairs Kelly Long, Vianey Lopez, Councilmember Bert Perello and Vice-Chair Gabe Teran thank Dr. Eugene Fussell for his time, contribution, dedication, and knowledge he brought to the Authority during his tenure. Dr. Eugene Fussell expresses his appreciation to the Department and to the Authorities.

A. Subject: Selection of Public Member and Alternate Public Member

Recommendation:

Select a Public Member and Alternate Public Member to serve on the Camarillo Airport Authority.

CAA Chair Kelly Long and OAA Chair Vianey Lopez held a discussion by which process the Airport Authority would like to follow to select a public member and alternate public member. Each applicant will have two minutes to share their background, Authority members can ask follow-up questions of each prospective applicant, and Authority members will entertain motions at the end of the process.

With respect to the question of public member applicant residency, it was clarified that the Bylaws do not mention that an applicant must reside in the respective City in which the

Authority represents. Selection of the public member and alternate public member and their residency district is at the discretion of the two Supervisors and the two City Council members.

Camarillo Airport Authority members heard from the following applicants: Michael Alfred, Scott Barer, Daniel Gober, Ronald Rieger, William Thomas, and Keith Moore. The Airport Authority proceeded to select a public member and alternate public member having heard from all applicants. The incoming public member and alternate public member shall serve a two-year term commencing March 1, 2024, through February 28, 2026. Authority members thanked all Camarillo Airport Authority applicants.

OAA Chair Vianey Lopez moved to appoint Scott Barer as the Public Member and Councilmember Susan Santangelo seconded the motion. All members voted in favor and the motion passed unanimously 4-0. Yes: Kelly Long, Vianey Lopez, Tony Trembley, Susan Santangelo. Public Member Scott Barer does not vote on this item.

CAA Chair Kelly Long moved to appoint William Thomas as Alternate Public Member and Councilmember Susan Santangelo seconded the motion. All members voted in favor and the motion passed unanimously 4-0. Yes: Kelly Long, Vianey Lopez, Tony Trembley, Susan Santangelo. Public Member Scott Barer does not vote on this item.

2024 Seats: Mr. Scott Barer, Public Member
Mr. William Thomas, Alternate Public Member

Authority members congratulated Scott Barer on a second public member term and William Thomas as the alternate public member.

C. Subject: Selection of Public Member and Alternate Public Member

Recommendation:

Select a Public Member and Alternate Public Member to serve on the Oxnard Airport Authority.

As discussed during the previous agenda item, OAA Chair Vianey Lopez followed the same selection process for the Oxnard public member. Oxnard Airport Authority members heard from the following applicants: Michael Alfred, Barbara Filkins, Daniel Gober, Doug Tauber, and Keith Moore. The Airport Authority proceeded to select a public member and alternate public member having heard from all applicants. The incoming public member and alternate public member shall serve a two-year term commencing March 1, 2024, through February 28, 2026. The Authorities presented a question with respect to public member applicants' interest in being appointed as an alternate member if they did not apply for it on their application. Staff advised the Bylaws do not detail that specific topic and the decision is at the discretion of the two Supervisors and the two City Council members.

Oxnard Airport Authority:

CAA Chair Kelly Long moved to appoint Barbara Filkins as Public Member and Councilmember Bert Perello seconded the motion. All members voted in favor and the motion passed unanimously 4-0. Yes: Vianey Lopez, Kelly Long, Gabe Teran, Bert Perello. Public Member Dr. Eugene Fussell does not vote on this item.

CAA Chair Kelly Long moved to appoint Michael Alfred as Alternate Public Member and Councilmember Bert Perello seconded the motion. All members voted in favor and the motion passed unanimously 4-0. Yes: Vianey Lopez, Kelly Long, Gabe Teran, Bert Perello. Public Member Dr. Eugene Fussell does not vote on this item.

2024 Seats: Ms. Barbara Filkins, Public Member
Mr. Michael Alfred, Alternate Public Member

Authority members congratulated Barbara Filkins on her public member appointment and Michael Alfred on his appointment as alternate public member. OAA Chair Vianey Lopez closed this portion of the agenda encouraging the public to consider applying for the Aviation Advisory Commission.

E. 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.

Jeanette Jauregui, Communications and Engagement Manager, presented the item with a feature story on Pilots N Paws, a nationally based non-profit organization. Comments from the Authorities were heard.

Camarillo Airport Authority: Without motion, the Camarillo Airport Authority receives the staff update from Communications and Engagement Manager regarding Ventura County Airports.

Oxnard Airport Authority: Without motion, the Oxnard Airport Authority receives the staff update from Communications and Engagement Manager regarding Ventura County Airports.

F. Subject: Receive and File Staff Update Regarding Private Hangar Lease Conversion to Long Term Lease

Recommendation:

Receive and file a staff update regarding the process to transition all private hangar leases at Oxnard and Camarillo Airports from the prior month-to-month agreement format to the term lease (20 years) form approved by the Board of Supervisors in May 2022

Madeline Herrle, Lease Manager, presented the item with an update regarding the remaining five private hangar lease conversions. The Authorities commend Madeline, Airport staff, and COHOTA for their job well done on converting 225 hangars from month-to-month hangar rental agreements to long term leases.

After public comment, a request to agendaize the subject of exempting airport hangars from County Code/Permit requirements was requested by Councilmember Bert Perello.

Camarillo Airport Authority: Without motion, the Camarillo Airport Authority receives the staff update regarding private hangar lease conversion to long term lease.

Oxnard Airport Authority: Without motion, the Oxnard Airport Authority receives the staff update regarding private hangar lease conversion to long term lease.

OXNARD AIRPORT AUTHORITY

G. Subject: Receive and File Staff Update Regarding Per and Polyfluoroalkyl Substances (PFAS) Soil and Groundwater Investigation at Oxnard Airport

Recommendation:

Receive and file a staff update regarding the ongoing investigation regarding Per and Polyfluoroalkyl Substances (PFAS), a chemical component of the firefighting foam, mandated by FAA at Oxnard Airport and all other airports certificated under 14 CFR Part 139.

Dave Nafie, Deputy Director, presented the item with an update regarding Per and Polyfluoroalkyl Substances (PFAS) soil and groundwater investigation at Oxnard Airport. Questions and comments regarding the soil from the Authorities were welcomed and addressed.

OAA Chair Vianey Lopez commends the work of the Airport's Public Information Officer, and encourages that staff attend a neighborhood council meeting to share an update on this item.

Oxnard Airport Authority: Without motion, the Oxnard Airport Authority receives the staff update regarding Per and Polyfluoroalkyl Substances (PFAS) soil and groundwater investigation at Oxnard Airport.

H. Subject: Approval and Award of a Construction Administration Services Contract to Woolpert Company, in the Not-to-Exceed Amount of \$1,017,587 for the Taxiway F (renamed A) Pavement Reconstruction Project at Oxnard Airport; Authorization for the Director of Airports, or Designee, to Execute the Subject Contract

Recommendations:

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

1. Approve and award a construction administration services contract (Exhibit 1) to Woolpert Company, in the not-to-exceed amount of \$1,017,587, for the Taxiway F (renamed A) Pavement Reconstruction Project at Oxnard Airport; and
2. Authorize the Director of Airports, or his designee, to execute the subject contract.

Erin Powers, Projects Administrator, presented the item for Authority approval. Clarification regarding the project costs from the Authorities was addressed.

Oxnard Airport Authority: CAA Chair Kelly Long moved to approve staff's recommendation to approve and award a construction administration services contract to Woolpert Company, in the not-to-exceed amount of \$1,017,587 and authorize the Director of Airports or his designee to execute the subject contract and Vice-Chair Gabe Teran seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

I. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Amendment No. 1 to the Consulting Services Contract AEA 22-09 for the Oxnard Airport Construction Administrative Services for Connector Taxiways Pavement Reconstruction with Jviation, a Woolpert Company, Extending Contract Time and Increasing the Total Amount of the Contract by \$145,994 to \$820,793

Recommendation:

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

Approve, and authorize the Director of Airports or his designee to sign, Amendment No.1 to the Consulting Services Contract AEA 22-09 with Jviation, a Woolpert Company, for the Oxnard Airport Construction Administrative Services for Connector Taxiways Pavement Reconstruction, extending contract time and increasing the total amount of the contract by \$145,994 to \$820,793 (Exhibit 1).

Erin Powers, Projects Administrator, presented the item for Authority approval.

Oxnard Airport Authority: OAA Chair Vianey Lopez moved to approve staff's recommendation to approve and authorize the Director of Airports or his designee to sign Amendment No. 1 to the consulting Services contract with Aviation and CAA Chair Kelly Long seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

7. DIRECTOR'S REPORT

Dave Nafie, Deputy Director provided the Director's Report.

The Department of Airports prepared for a Presidential Temporary Flight Restriction (TFR) over the Los Angeles region during the weekend of December 8, 2023. This TFR caused a no-fly zone for non-commercial activity. This required FBO's at Camarillo Airport to accommodate temporary parking to approximately 13 to 15 aircrafts. Jannette Jauregui is commended for a job well done communicating this TFR activity to the public.

On December 13, 2023, Director Keith Freitas had an opportunity to address the City of Camarillo Council with updates on the ALP Studies and FAR Part 150 Noise Study, and other general updates. We received a good response from City of Camarillo Council and from Camarillo citizens with their public comments and questions.

A CalTrans Aviation Safety Officer visited Oxnard Airport on December 5, 2023, for its annual inspection and found zero discrepancies. The Department is delighted and recognize the staff that maintains Oxnard Airport. They keep Oxnard Airport in excellent condition by meeting all the safety standards and regulations. On a related note, Deputy Director Nafie confirms the terminal repairs at Oxnard Airport are completed and the insurance company is finalizing the payment.

Jamal Ghazaleh, Accounting Manager, to provide the update regarding the tenant payment portal. Jamal advises the tenant payment portal does not have the capability to offer pre-payments or auto-payments to tenants. Deputy Director Nafie wrapped up this topic for Jamal due to technical difficulties. Deputy Nafie confirmed that in addition to paying online, all previous methods are still available to tenants. Payments may continue to be made in the office by check or credit card, check payment by mail or at the dropbox, or by setting up an auto-pay feature with their financial institution.

Lastly, the Department of Airports will be hosting a Question-and-Answer Meeting focusing on the Camarillo Airport Layout Plan (ALP) on February 20, 2024, at the Ventura County Office of Education located at 5100 Adolfo Road, in Camarillo 93012 at 6:00 p.m. The meeting will offer full presentations from the ALP study team, and a panel led primarily by senior Airport staff and Airport consultants. There will be plenty of parking, venue seating, light snacks, and refreshments. We will listen to comments, take questions, and provide every opportunity for the public to let us know how they feel about the future plans at the Camarillo Airport.

Director's Report was received and filed.

8. REPORTS

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

Monthly Activity Report – October, November 2023
Monthly Noise Complaints – October, November 2023
Consultant Reports (Coffman Associates) – October, November 2023
Consultant Reports (Aviation – Camarillo Airport) – October, November 2023
Consultant Reports (Aviation – Oxnard Airport) – October, November 2023
Airport Tenant Projects – November – December 2023
Project Status Report – December 2023
Financial Statements – First Quarter FY 22/23
Meeting Calendar – 2024

Reports were received and filed.

9. CORRESPONDENCE

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

Article dated October 29, 2023, by Ventura County Star re: Fire crews wrangle smoky fire in Camarillo near Home Depot

Letter to Noel Air dated November 1, 2023, from Communications and Engagement Manager Jannette Jauregui re: Camarillo Airport Hours of Operation

Letter to Rise & Shine Air dated November 1, 2023, from Communications and Engagement Manager Jannette Jauregui re: Camarillo Airport Hours of Operation

Article dated November 4, 2023, by Camarillo Acorn re County hosts third airport workshop

Article dated November 14, 2023, by Ventura County Star re: Camarillo Airport plan meeting to address aviation noise, impacts

Department of Airports announcement re Mark Your Calendars the Ventura County Department of Airports will be hosting a community meeting for the Camarillo Airport Layout Plan (ALP) on November 14, 2023, from 5:30 p.m. to 7:30 p.m. at Camarillo Public Library

Letter to San Joaquin Door & Supply Inc., dated November 29, 2023, from Communications and Engagement Manager Jannette Jauregui re: Camarillo Airport Hours of Operations Departures Between 12:00 a.m. and 5:00 a.m.

Letter to Mav 4 LLC dated November 29, 2023, from Communications and Engagement Manager Jannette Jauregui re: Camarillo Airport Hours of Operations Departures Between 12:00 a.m. and 5:00 a.m.

Letter to Joel Kirschenstein – Sage Realty Group dated December 4, 2023, from Lease Manager Madeline Herrle re: Oxnard Union School District – Surplus Property 309 South “K” St. – Oxnard

Article dated December 6, 2023, by Ventura County Star re: Costco to open in Camarillo next fall

Department of Airports News dated December 6, 2023, re Ventura County Department of Airports: Temporary Changes Air Traffic Out of CMA and OXR

Article dated December 9, 2023, by Camarillo Acorn re Santa Anas cause planes to change course

Department of Airport News dated December 7, 2023, re Ventura County Department of Airports: Presidential TFR Announcement

Correspondence was received and filed.

10. AUTHORITY COMMENTS

Vice-Chair Gabe Terran gives thanks and credit due to the Department of Airport’s Public Information Officer (Jannette Jauregui) communication activity on social media. These updates are well received, often liked, shared, and spark a conversation with the community. It makes a good impression on the community, and they enjoy the updates and feel the value of being made aware. Additionally, a round of special thanks is given to the public members of this Board, public member applicants, and a welcome to the new members. A special thanks to Dr. Eugene Fussell for serving the community and this Board and to new public member Barbara Filkins. Her interview speech was comprehensively done and was spot on for Vice-Chair Teran. He looks forward to seeing her work as a member of this Board.

Public member Scott Barer thanks his colleagues on the Camarillo Airport Authority for their confidence in reappointing him as public member for a second term. He will continue working hard to earn their trust and keep their confidence.

CAA Chair Kelly Long disclosed during the Regional Defense meeting today it was reported there will be testing at the Naval Base. National Security Defense will continue to test in January and February. Communication efforts will be made to the Department of Airport's Public Information Officer and with City officials to transmit the activity. The partnership with the Naval Base is appreciated as it keeps the Naval Base in the community and healthy.

Councilmember Bert Perrello expresses his gratitude once more for the opportunity to serve on this Board with Dr. Eugene Fussell.

11. ADJOURNMENT

There being no further business, the January 11, 2024, meeting of the Camarillo Airport Authority and Oxnard Airport Authority was adjourned with all Authority members in favor at 8:49 p.m.

The next regular Authority meeting is scheduled on **Thursday, February 8, 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



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

April 10, 2024

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

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.

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:

In May 2022 the Department of Airports issued an RFP (Request for Proposals) for development of two sites at the Oxnard Airport; a five-acre site to the west of the terminal building and a seven-acre site for development of the area west of Golden West FBO. Comprising the present location of aged hangars 2 and 3 and the large ramp area in front of those two hangars.

In June 2022 the award was made to Fly 805, LLC., for the five-acre parcel and to Urban Air Mobility, LLC., for the seven-acre site. Surveys were prepared and Letters of Intent were negotiated and then finalized in late 2023.

Development/Option Agreements and Lease Agreements are being negotiated for presentation to your body at an upcoming meeting. The developers will present an update

of their preliminary plans for project layout and details of market driven decisions influencing their project plans.

If you have any questions regarding this item, please call Madeline Herrle at (805) 388-4243, or me at (805) 388-4200.

A handwritten signature in blue ink, appearing to read 'K. Freitas', is positioned above the printed name and title.

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



555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
Fax: (805) 388-4366
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April 11, 2024

Oxnard Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Receive and File a Staff Update on the Oxnard Airport Taxiway A Reconstruction Project

Recommendation:

Receive and file a staff update on the Oxnard Airport Taxiway A Reconstruction Project.

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 awarded a construction contract to Security Paving Company to reconstruct parallel taxiway A (formerly named taxiway F) at Oxnard Airport. The Department of Airports is working with Woolpert to oversee the reconstruction approved and funded by the FAA and Caltrans. Staff plans to share a brief update on the planned construction schedule and estimated start date.

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 "Keith Freitas".

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



COUNTY of VENTURA
Department of Airports

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

April 11, 2024

Camarillo Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Receive and File a Staff Update on the Current Airport Layout Plan (ALP) for Camarillo Airport

Recommendation:

Receive and file a staff update on the current Airport Layout Plan (ALP) for Camarillo Airport.

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 is working with Coffman Associates and stakeholders to update its Camarillo Airport Layout Plan which has been partially funded by the Federal Aviation Administration (FAA). Staff will share information about its February 20, 2024, meeting as well as the remaining steps before submission of the update to the FAA.

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



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April 11, 2024

Camarillo Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: **Approval of Plans and Specifications for the Runway 8-26 Centerline and Taxiway A Pavement Improvements at Camarillo Airport, Including Addenda Nos. 1-3; Find That the Project is Categorically Exempt from the California Environmental Quality Act (CEQA) Under CEQA Guidelines Section 15301(c); Waiver of Any Minor Irregularities in the Bid; Award a Contract for the Base Bid Schedule I and Schedule II to Granite Construction Company, in the Amount of \$2,995,393, on the Basis of the Lowest Responsive Bid; Authorization for the Director of Airports, or His Designee, to Execute the Subject Contract, if Awarded (*Exhibit 1 is available for review on the Department of Airports website vcairports.org/meeting-calendar*)**

Recommendations:

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

1. Approve the plans and specifications (Exhibit 1) for the Runway 8-26 Centerline and Taxiway A Pavement Improvements at Camarillo Airport, including Addenda Nos. 1-3 (Exhibit 2);
2. Find that the project is categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301(c);
3. Waive any minor irregularities in the bids;
4. Award a Contract for the Base Bid Schedule I and Schedule II to Granite Construction Company, in the Amount of \$2,995,393, on the basis of the lowest responsive bid; and
5. Authorize the Director of Airports, or his designee, to execute the subject Contract if awarded (Exhibit 3).

Fiscal/Mandates Impact:

Mandatory: *No*
 Source of funding: Airport Enterprise Fund (AEF)
 Funding match required: None
 Impact on other departments: *None*

<u>Summary of Revenue and Project Costs</u>	<u>FY 2023/24</u>	<u>FY 2024/25</u>
Revenue:	\$ 0	\$ 0
Direct Costs	\$ 2,995,393	\$ 0
Net Costs – Airport Enterprise Fund	<u>\$ 2,995,393</u>	<u>\$ 0</u>

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	\$ 28,782,666	\$ 8,577,137	\$ 20,205,529
Revenue	17,595,436	17,595,436	2,729,837	(14,865,599)
Net Cost	\$ 1,971,415	\$ 11,187,230	\$ 5,847,300	\$ 5,339,930

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

*Includes interest and capital assets.

The estimated total fiscal impact, including all phases of design and construction, are as follows:

	<u>Costs</u>
Engineering & Environ./Design:	\$ 190,194
Construction**:	2,995,393
Construction Administration:	190,486
Project Administration:	52,063
Total	<u>\$ 3,428,136</u>
Cost to Airport Enterprise Fund	<u>\$ 3,428,136</u>

***This award of contract only references the construction contract.*

Strategic Priority:

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

Discussion:

The construction contract is for repairs and improvements at the Camarillo Airport which are needed to maintain critical airfield pavements, including pavement markings.

The project includes a base bid with two schedules of work; the first schedule is focused on runway and Taxiway A pavement repairs and the second schedule is focused on airfield pavement markings. (Location Map, Exhibit 4).

Runway 8-26 Centerline and Taxiway A Pavement Improvements

Base Bid Schedule I – Runway 8-26 and Taxiway A Pavement Improvements:

Improvements to the runway include rehabilitation of the damaged keel (centerline) portion of the Runway 8-26 asphalt pavement by milling and removing approximately 3-inches of the existing asphalt surface course and overlaying with a new asphalt surface course. Two areas of Taxiway A will also be removed and replaced with new asphalt pavement sections. Temporary and permanent runway and taxiway pavement markings will be placed upon completion of the asphalt overlay.

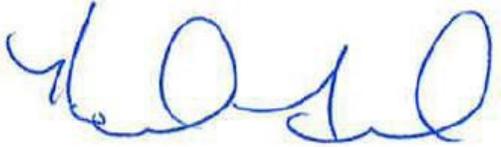
Base Bid Schedule II – Pavement Marking Improvements:

Sections of existing pavement markings will be obliterated along Taxiway F, Taxilane G1, and the Northeast Hangar Taxilane and replaced with temporary and permanent pavement markings.

Bids for the project were opened on November 30, 2023. A copy of the bid tabulation for the one (1) bid received is attached (Exhibit 5). The bid has been reviewed for form. Granite Construction Company submitted the lowest responsible bid for the Base Bid (Schedule I and Schedule II) work in the amount of \$2,995,393. The base bid is 38.7% higher than the engineer's estimate of \$2,159,551. The higher cost is attributed to labor shortages in the construction industry, volatility of construction material costs, difficulties in procuring construction materials, the smaller scale of this phased project, and volatility of oil and gas prices. After reviewing possible value engineering options with the contractor and looking at the Caltrans contract cost database, we believe that the bid in the current climate and market conditions reflects the value of work to be done.

The project is categorically exempt from CEQA under CEQA Guidelines Section 15301(c) because it consists of minor alterations of existing structures and facilities, and there is no possibility that the project will have a significant effect on the environment, either individually or cumulatively. A Notice of Exemption will be filed after your Commission/Authorities and Board of Supervisors action.

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 – Plans and Specifications (available for review on the Department of Airports website vcairports.org/meeting-calendar)
- Exhibit 2 – Addenda Nos. 1-3
- Exhibit 3 – Contract
- Exhibit 4 – Location Map
- Exhibit 5 – Bid Tabulation

November 13, 2023

To: Plan Holders for Improvements to the
Camarillo Airport
Camarillo, California
County of Ventura DOA Spec. No. CMA 23-04, Project No. CMA-239

Transmitted herewith is Addendum **No. 1** to the Issued for Bid Contract Documents, Specifications and Plans dated October 31, 2023 for Improvements to the Camarillo Airport.

Schedule I
Runway 8-26 and Taxiway A Pavement Improvements

Schedule II
Pavement Marking Improvements

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.
Project Manager

EXHIBIT 2

**ADDENDUM NO. 1 TO
CONTRACT DOCUMENTS, SPECIFICATIONS AND PLANS
FOR IMPROVEMENTS TO THE
CAMARILLO AIRPORT
CAMARILLO, CALIFORNIA
COUNTY OF VENTURA DOA SPEC. NO. CMA 23-04, PROJECT NO. CMA-239**

To All Bidders: You are requested to make all changes and/or additions contained in this addendum to the Bidding Documents. Failure to acknowledge this Addendum in Proposal shall result in rejection of bid. Bidders are informed that the above referenced Contract Documents, Specifications and Plans are modified as follows as of November 13, 2023:

1. PRE-BID CONFERENCE

The meeting agenda and sign-in sheet from the Pre-Bid Conference held on November 8, 2023 are included in this addendum.

**** END OF ADDENDUM NO. 1 ****

Meeting Agenda

Pre-Bid Conference

Airport: Camarillo Airport

Project Name: Runway 8-26 and Taxiway A Pavement Improvements

County of Ventura Department of Airports (DOA) Spec. No. 23-04, Project No. CMA-239

Date: Wednesday, November 8, 2023, 10:00 A.M. PST

Location: County of Ventura: Department of Airports, Administration Office, 2nd Floor, 555 Airport Way, Suite B; Camarillo, CA 93010

1. RECORDING OF ATTENDEES

- A. Recording of attendees, firm represented, address and phone number.
- B. Attendees list will be sent to all attendees with Addendum No. 1.

2. INTRODUCTIONS & PROJECT DESCRIPTION

- A. County of Ventura Department of Airports Representatives
 - I. Keith Freitas, Director of Airports
 - II. Dave Nafie, Deputy Director of Airports
 - III. Erin Powers, Projects Administrator
- B. Airport Engineering – Jviation, a Woolpert Company
 - I. Matt Gilbreath, Project Manager
 - II. JD Ingram, Project Director
 - III. Amanda Gross, Deputy Project Manager
 - IV. Patrick Ver, Construction Manager
- C. Project Schedules (Note: Work to be completed between 2100 to 0600).

SCHEDULE	PHASE	Work Area	CONSTRUCTION TIME
Schedule I – Runway 8-26 Centerline and Taxiway A Pavement Improvements	Phase 1	Taxiway A outside RSA	8 Calendar Nights
	Phase 2	Taxiway A within RSA	5 Calendar Nights
	Phase 3	Runway 8-26 Centerline	5 Calendar Nights
Schedule II – Pavement Marking Improvements	Phase 4	Taxiway A	1 Calendar Night (Concurrent to Schedule I, Phase 1)
	Phase 5	Taxiway E	4 Calendar Nights
	Phase 6	Taxiway F	2 Calendar Nights
	Phase 7	Taxiway G1	4 Calendar Nights

- I. Basis of Award (Refer to Division 1-8, Section 12)
 - a. It is the intention of the County to award the contract to the bidder submitting the lowest responsible and responsive bid (based on unit prices and estimated quantities) within the funds available for work included in the base bid which consists of Schedule I and Schedule II. Bidders must offer pricing on all items in all Schedules. The project award is contingent on the availability of funding.
 - b. The maximum construction time allowed for Schedule I and Schedule II is **28 Calendar Days**.
 - c. Since this project will be completed at night, a Calendar Day will be considered to begin at 21:00 one day and end at 20:59 the following day.

- II. Liquidated Damages (Refer to Division 3-6, Item 18 and Division 3-25, Item SP-100-1.11)
- a. For each calendar day, as specified in the contract, that any work remains uncompleted after the contract time (including all extensions and adjustments as provided in the Contract Documents) the sum specified in the contract and proposal as liquidated damages will be deducted from any money due or to become due the Contractor or his or her surety. For each 15 minutes that Runway 8-26 is not opened after 07:00 during Schedule I, Phase 2 and 3, liquidated damages will also be assessed.
 - b. **Schedule I, Phase 2 and 3:** \$500.00/15 minutes for runway night closures which consists of time for the Airport Staff, Construction Manager, Resident Engineer, and non-use for the Night Closures. **\$10,000/calendar day(s) for days beyond the day count which consists of \$2,500/calendar day(s) for non-use, \$1,700/calendar day(s) for Construction Manager, \$1,600/calendar day(s) for Resident Engineer, \$2,800/Calendar Day for Quality Assurance Testing, \$900/Calendar Day for Project Manager, and \$500/Calendar Day for Deputy Project Manager.**
 - c. **Schedule I, Phase 1 and Schedule II, Phase 4, 5, 6 and 7:** \$10,000/calendar day(s) for days beyond the day count which consists of \$2,500/calendar day(s) for non-use, \$1,700/calendar day(s) for Construction Manager, \$1,600/calendar day(s) for Resident Engineer, \$2,800/Calendar Day for Quality Assurance Testing, \$900/Calendar Day for Project Manager, and \$500/Calendar Day for Deputy Project Manager.

III. Notable Work Items:

Schedule I				
Item No.	Spec. Ref.	Description	Units	Quantity
4	P-101a	Demolish Asphalt Pavement	SY	5,700
5	P-101b	Cold Mill (3.0 Inches Nominal Depth)	SY	6,000
6	P-152a	Unclassified Excavation	CY	2,900
7	26-1.04a	Crushed Aggregate Base Course (1-1/2 Inch Max, Class 2)	CY	3,100
8	26-1.04b	Geogrid	SY	11,300
9	39-3.05Da	Asphalt Surface Course (PG 64-10)	TON	3,500
10	39-3.05Db	Tack Coat	GAL	2,300
11	P-620a	Pavement Markings, Yellow, Initial Application	SF	1,500
12	P-620b	Pavement Markings, Yellow, with Reflective Media, Final Application	SF	1,500
13	P-620c	Pavement Markings, White, Initial Application	SF	11,000
14	P-620d	Pavement Markings, White, with Reflective Media, Final Application	SF	18,000
15	P-620e	Pavement Markings, Black, Single Application	SF	8,000

Schedule II				
Item No.	Spec. Ref.	Description	Units	Quantity
11	P-620a	Pavement Markings, Yellow, Initial Application	SF	4,900
12	P-620b	Pavement Markings, Yellow, with Reflective Media, Final Application	SF	23,100
15	P-620e	Pavement Markings, Black, Single Application	SF	14,000
16	P-620f	Surface Preparation (Obliteration)	SF	2,400

3. BID OPENING DATE & TIME

- A. Bid proposals will be opened and publicly read at the time indicated in the call for Bids unless the Bid opening has been delayed or canceled. Bidders, their authorized agents, and other interested parties are invited to attend the bid opening. Refer to Section 9 Identification of Bid (Proposal) in the Instruction to Bidders for more information.
- B. Bids must be returned in a sealed envelope and addressed to County of Ventura: Department of Airports, Airport Administration Office Public Counter at the address below. All portions of the bid (e.g. bid bonds) must be delivered and completed by the due date and time.

- C. Late bids will not be accepted or considered.
- D. Due Date: Thursday, November 30, 2023 at 10:00 A.M. (PST)
- E. Opening Date: Thursday, November 30, 2023 at 10:00 A.M. (PST)
- F. Delivered to: Public Counter, 2nd Floor Lobby
555 Airport Way, Suite B
Camarillo, CA 93010
- G. Bid security: 5% of bid amount – Division 1-9, Item 19.
- H. Bid proposal: Division 2 (print, fill out, and submit all Division 2 pages).

4. COMMUNICATIONS DURING THE PRE-BID PROCESS

- A. All questions must be forwarded in writing to Matt Gilbreath at Jviation, a Woolpert Company via email to Matt.Gilbreath@woolpert.com.
- B. Responses to questions will be sent out to all bidders via an Addendum.
- C. Last day for questions is November 17, 2023 no later than 4:00 p.m. local time.

5. QUALIFICATION OF BIDDERS

- A. Qualifications shall be furnished per Division 2-19. Each bidder shall furnish the Owner satisfactory evidence of his or her competency and financial responsibility to perform the proposed work.
- B. Proposers or Bidders shall have a Class A California Contractors license at the time of award.
- C. Per Public Works Contractor Registration Law (SB 854), Contractors and Subcontractors who intend to Propose (Bid) or perform work on this Project must be registered with the Department of Industrial Relations at the time of Contract award. Information is available at <https://www.dir.ca.gov/faqlist.html>.

6. CRITICAL CONTRACT DATES

- A. Notice to Proceed: TBD (Anticipated in early 2024)
- B. Project Time: 28 Calendar Days
- C. Agency is allowed 120 Calendar Days to award a contract.
- D. Refer to Division 3-45, Item SP-107 Scheduling of Work for more information.

7. BONDING

- A. Payment Bond: CVSS Appendix G, 100% of Bid Amount.
- B. Performance Bond: CVSS Appendix G, 100% of Bid Amount.

8. INSURANCE REQUIREMENTS

- A. Refer to Section 7-4 of the *County of Ventura Standard Specifications* for insurance requirements. Liability Insurance Class Required per VCSS-DOA Section 7-4.2: **L-D**

9. WAGE RATES

- A. California prevailing wage rates must be paid to employees for this project. Refer to Division 5.
- B. Contractor and all Subcontractors are required to submit certified payrolls to the Engineer and to the State of California.

10. CONSTRUCTION SAFETY AND PHASING PLAN (CSPP)

- A. Construction Safety and Phasing Plan (CSPP) – Refer to Division 4.
- B. The Contractor shall review and adhere to the CSPP prepared by the Engineer.
- C. The Contractor shall submit a Safety Plan Compliance Document (SPCD) (Refer to Division 3-21 and Division 4) to the engineer and airport operations for approval PRIOR to the issuance of Notice to Proceed as required by FAA Advisory Circular (AC) 150/5370-2G “Operational Safety on Airports During Construction.”

11. CONSTRUCTION REQUIREMENTS

- A. Contractor Access and Staging Areas
 - a. Review Construction Safety Overall Phasing Plan (Sheet G051) – Discuss contractor staging area, gate access, and fire hydrant location.
 - b. Review Construction Safety and Phasing Plan (Sheet G050 to G058B) – Discuss phases of work and Contractor access.
 - c. Contractor shall stay within phase/project boundaries.
- B. Safety and Security
 - a. Safety Notes and Details (Sheet G051) – Discuss safety, security, and airport operational requirements. Three (3) Lighted Runway Closure Markers to be supplied by Contractor.
 - b. Contractor shall maintain gate guards at all times during construction operations when the access gate is left open.
 - c. Key construction superintendents and any other personnel deemed necessary by the Airport shall be required to complete the driver's construction training and application to obtain an electronic entry card for gate access. The designated construction personnel will be responsible for escorting non-trained construction personnel who will be working within the airfield environment.
 - d. Radios for the project to be supplied by the Contractor. See Division 3-28, SP-100-1.15.
 - e. Radio Frequencies: CMA Ground – **121.8**, CMA Tower – **128.2**, CTAF – **128.2**
- C. Environmental Measures
 - a. Storm Water Pollution Prevention Plan (SWPPP): A SWPPP is required to be developed as part of this contract. Requirements are listed in the Project Specific Requirements of the specifications, Item SP-102.
 - b. Dust Control: Dust control shall be maintained for the duration of construction activities.
- D. Material Testing
 - a. Quality Assurance by **Engineer** – TBD
 - b. Quality Control by **Contractor** shall not be same firm as QA - The Contractor shall establish a Contractor Quality Control Program (CQCP) in accordance with Item C-100.
 - c. The Contractor Quality Control Program (CQCP) must be approved before construction begins.
- E. Survey
 - a. Survey requirements (Division 3-5 Item 17 and Division 3-23 SP-100-1.6 Lines, Grades, and Survey Control).
- F. Specifications
 - a. The Ventura County Standard Specifications includes additional provisions as required by the County of Ventura. In the event of a conflict, the County's Standard Specifications, Section 2.5.2, establishes order of precedence.
 - b. FAA Construction Specifications, FAA Advisory Circular 150/5370-10H, and California Department of Transportation Specifications are being utilized for this project.
 - c. Mobilization Item C-105a is capped at a maximum of 10%.

12. SITE VISIT

- A. There will be an escorted, vehicular site visit following the pre-bid meeting at the Camarillo Airport.
- B. Each contractor will be allowed 1 vehicle with up to 2 occupants on-site during this time period. Contractors wishing to attend shall meet at Department of Airports, Administration Office, 2nd Floor, 555 Airport Way, Suite B; Camarillo, CA 93010 to be escorted. Vehicles will be under continuous escort, and no questions will be answered during the escort.

Meeting Date / Location: November 8, 2023 / County of Ventura: Department of Airports, Administration Office,
2nd Floor, 555 Airport Way, Suite B, Camarillo, CA 93010

Project Name: Runway 8-26 and Taxiway A Pavement Improvements

Time: 10:00 AM PST

Project #: County of Ventura DOA Project No. CMA-239, Spec. No. 23-04

Name	Company	Telephone No.	E-mail
Amanda Gross	Jviation, a Woolpert Company	720-454-2076	amanda.gross@woolpert.com
Matt Gilbreath	Jviation, a Woolpert Company	720-951-5317	matt.gilbreath@woolpert.com
Erin Powers	County of Ventura	805-388-4205	erin.powers@ventura.org
Dave Nafie	County of Ventura	805-388-4201	dave.nafie@ventura.org
Keith Freitas	County of Ventura	(805) 388-4200	keith.freitas@ventura.org
Amy McWuison	JATHONG INVESTING	805) 987-8414	Amy@JATHONG.VC.COM
Kenny Beas	Francis	661 336 8306	kenny.beas@cginc.com
Jesse Diaz	Toro Enterprises, Inc.	805-483-9515	Estimating@ToroEnterprises.com
Tammy Lee	Ardalan Construction	805-496-7273	bids@ardalanc.com
Amir Skidh	MCM Construction	818-517-1554	info@mcmconstructors.com

November 14, 2023

To: Plan Holders for Improvements to the
Camarillo Airport
Camarillo, California
County of Ventura DOA Spec. No. CMA 23-04, Project No. CMA-239

Transmitted herewith is Addendum **No. 2** to the Issued for Bid Contract Documents, Specifications and Plans dated October 31, 2023 for Improvements to the Camarillo Airport.

Schedule I
Runway 8-26 and Taxiway A Pavement Improvements

Schedule II
Pavement Marking Improvements

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.
Project Manager

**ADDENDUM NO. 2 TO
CONTRACT DOCUMENTS, SPECIFICATIONS AND PLANS
FOR IMPROVEMENTS TO THE
CAMARILLO AIRPORT
CAMARILLO, CALIFORNIA
COUNTY OF VENTURA DOA SPEC. NO. CMA 23-04, PROJECT NO. CMA-239**

To All Bidders: You are requested to make all changes and/or additions contained in this addendum to the Bidding Documents. Failure to acknowledge this Addendum in Proposal shall result in rejection of bid. Bidders are informed that the above referenced Contract Documents, Specifications and Plans are modified as follows as of November 14, 2023:

1. CONTRACTOR QUESTIONS

- 1) Question: Can the bid Schedule be physically modified so that we can actually read and write in the unit prices? Can the writing of the unit prices in word be eliminated?

Answer: No, the unit prices must be entered both in written words and numbers. The bid proposal cannot be physically modified.

- 2) Question: The bid documents say the basis of award will be the total of both the bid schedules. It also states that either both or just one of the bid schedules may be awarded. If just bid schedule #2 were to be awarded by itself, most bidders would not be able to perform 50% of the work themselves as required by the bid documents. Can schedule #2 be made an additive alternate so that the bidders are not in danger of having bids rejected for not performing 50% of the work?

Answer: It is the intention of the County to award either Schedule I, both Schedule I and Schedule II, or neither schedule. However, the basis of award is the total of Schedule I and Schedule II.

- 3) Question: The project appears to be specifying that the asphalt concrete is being installed per Caltrans section 39 and not FAA specifications. Can we get clarifications of the following items:

- a. A test strip is not required.
- b. A shuttle buggy is not required.
- c. The smoothness specification does not apply to this project.

Answer: A production start up evaluation is required, a material transfer device is not required as long as specifications can be met, and the smoothness specification does not apply to this project.

- 4) Question: The aggregate base is specified as 1 ½ inch max class II. 1 ½ inch aggregate class II is not readily available in this area. Would ¾ inch max class II be acceptable?

Answer: 1 ½ inch max class II should be available in the area based on other projects.

- 5) Question: The provided phasing plan does not account for a pre-construction survey to be performed prior to the work.

Answer: Pre-construction survey will be completed prior to the start of construction and the time needed to complete the survey will not count towards the day count. Survey will need to be coordinated with the Engineer.

- 6) Question: Do you have any information on what FAA permits the Contractor will be required to obtain and what these may cost?

Answer: There are no anticipated FAA permits that the Contractor will be required to obtain.

- 7) Question: Can we get information about the existing structural sections (AC Thickness, Stabilized Bases, etc.)?

Answer: Based on previous borings and historical records, the thickness of the existing asphalt along Taxiway A is estimated at 6-8-inches thick over 10-20-inches of base course. The thickness of the existing asphalt along the eastern and central portion of Runway 8-26 is estimated at 8-10-inches, while the thickness of asphalt along the western portion of Runway 8-26 is estimated at 2-3-inches over 11-12-inches of concrete.

- 8) Can the excess dirt be disposed of at the operating engineer's training site?

Answer: The Contractor will be responsible for coordinating the location of excess dirt disposal.

**** END OF ADDENDUM NO. 2 ****

November 20, 2023

To: Plan Holders for Improvements to the
Camarillo Airport
Camarillo, California
County of Ventura DOA Spec. No. CMA 23-04, Project No. CMA-239

Transmitted herewith is Addendum **No. 3** to the Issued for Bid Contract Documents, Specifications and Plans dated October 31, 2023 for Improvements to the Camarillo Airport.

Schedule I
Runway 8-26 and Taxiway A Pavement Improvements

Schedule II
Pavement Marking Improvements

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.
Project Manager

**ADDENDUM NO. 3 TO
CONTRACT DOCUMENTS, SPECIFICATIONS AND PLANS
FOR IMPROVEMENTS TO THE
CAMARILLO AIRPORT
CAMARILLO, CALIFORNIA
COUNTY OF VENTURA DOA SPEC. NO. CMA 23-04, PROJECT NO. CMA-239**

To All Bidders: You are requested to make all changes and/or additions contained in this addendum to the Bidding Documents. Failure to acknowledge this Addendum in Proposal shall result in rejection of bid. Bidders are informed that the above referenced Contract Documents, Specifications and Plans are modified as follows as of November 20, 2023:

1. CONTRACTOR DOCUMENTS/SPECIFICATIONS

Bid Schedule in the Contract Documents – The Bid Schedule has been updated per the Summary of Approximate Quantities table on Sheet G002 that was issued with this addendum. The bid proposal Schedule II sheet, Division 2-25, has been reissued with the change.

Justification: An updated Bid Schedule sheet has been reissued to account for several updated items and quantities and should be used in place of the previous Division 2-25 sheet.

Technical Specification P-620 RUNWAY AND TAXIWAY MARKING:

- **Under Section 620-2.2 Marking Materials, the color green, coat first and second were added to Table 1.**
- **Under Section 620-5.1e Basis of Payment, the following items were added:**
 - “Item P-620g Pavement Markings, Green, Single Application – per Square Foot**
 - Item P-620h Pavement Markings, Green, Final Application – per Square Foot”**

The P-620 specification has been reissued with the change.

Justification: Green pavement markings with a single and final application were added.

2. PLAN SET

Sheet G002, INDEX OF DRAWINGS AND SUMMARY OF APPROXIMATE QUANTITIES. The quantities for Schedule II items P-620a, P-620b, P-620c, P-620d, P-620e, P-620g, and P-620h were updated in the Summary of Approximate Quantities.

Justification: The quantities were updated for the items that were added to or modified for the project.

Sheet C312, PAVEMENT MARKING PLAN STA. 99+00 TO STA. 112+00 RUNWAY 8/26. The nonmovement line along the TOFA was changed to a green line with the words “Aircraft Parking Limit” in white. The TOFA was also revised to TLOFA and Taxiway G1 was changed to Taxilane G1.

Justification: The nonmovement line was updated to an Aircraft Parking Limit line and Taxiway G1 was renamed to Taxilane G1.

Sheet C313, PAVEMENT MARKING PLAN STA. 90+00 TO STA. 103+00 RUNWAY 8/26. The nonmovement line along the TOFA was changed to a green line with the words "Aircraft Parking Limit" in white. The TOFA was also revised to TLOFA and Taxiway G1 was changed to Taxilane G1.

Justification: The nonmovement line was updated to an Aircraft Parking Limit line and Taxiway G1 was renamed to Taxilane G1.

Sheet C314, PAVEMENT MARKING PLAN STA. 103+00 TO STA. 116+00 RUNWAY 8/26. The nonmovement line along the TOFA was changed to a green line with the words "Aircraft Parking Limit" in white. The TOFA was also revised to TLOFA and Taxiway G1 was changed to Taxilane G1.

Justification: The nonmovement line was updated to an Aircraft Parking Limit line and Taxiway G1 was renamed to Taxilane G1.

Sheet C351, PAVEMENT MARKING DETAILS. Detail 16 was modified to "Taxiway/Taxilane Centerline Detail" and the nonmovement line detail (Detail 17) was changed to an Aircraft Parking Limit marking detail.

Justification: The nonmovement line was updated to an Aircraft Parking Limit line and Taxiway G1 was renamed to Taxilane G1.

**** END OF ADDENDUM NO. 3 ****

SUMMARY OF APPROXIMATE QUANTITIES

ITEM NO.	ITEM DESCRIPTION	UNITS	SCHEDULE I		SCHEDULE II	
			ESTIMATE	AS BUILT	ESTIMATE	AS BUILT
C-100a	Contractor Quality Control Program (CQCP)	LS	1		0	
C-105a	Mobilization (10% Maximum)	LS	1		1	
SP-102a	Compliance with Pollution, Erosion, and Siltation Control	LS	1		0	
P-101a	Demolish Asphalt Pavement	SY	5,700		0	
P-101b	Cold Mill (3.0 Inches Nominal Depth)	SY	6,000		0	
P-152a	Unclassified Excavation	CY	2,900		0	
26-1.04a	Crushed Aggregate Base Course (1-1/2 Inch Max. Class 2)	CY	3,100		0	
26-1.04b	Geogrid	SY	11,300		0	
39-3.05Da	Asphalt Surface Course (PG 64-10)	TON	3,500		0	
39-3.05Db	Tack Coat	GAL	2,300		0	
P-620a	Pavement Markings, Yellow, Initial Application	SF	1,500		3,500	
P-620b	Pavement Markings, Yellow, with Reflective Media, Final Application	SF	1,500		18,900	
P-620c	Pavement Markings, White, Initial Application	SF	11,000		80	
P-620d	Pavement Markings, White, with Reflective Media, Final Application	SF	18,000		80	
P-620e	Pavement Markings, Black, Single Application	SF	8,000		14,000	
P-620f	Surface Preparation (Obliteration)	SF	0		2,400	
P-620g	Pavement Markings, Green, Initial Application	SF	0		3,200	
P-620h	Pavement Markings, Green, Final Application	SF	0		3,200	
CVSS DOA 9-4	Execution of Release on Contract	LS	1		0	

SHEET LIST TABLE

SHEET NO.	SHEET NAME	DRAWING NO.	SHEET DESCRIPTION
1	G001	1676-DOA	COVER SHEET
2	G002	1677-DOA	INDEX OF DRAWINGS & SUMMARY
3	G003A	1678-DOA	GENERAL NOTES
4	G003B	1679-DOA	GENERAL NOTES
5	G004	1680-DOA	MASTER LEGEND & ABBREVIATIONS
6	G005	1681-DOA	SURVEY CONTROL PLAN
7	G050	1682-DOA	CONSTRUCTION SAFETY AND OVERALL PHASING PLAN
8	G051	1683-DOA	CONSTRUCTION SAFETY NOTES & DETAILS
9	G052A	1684-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE I, PHASE 1 (NIGHT)
10	G052B	1685-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE I, PHASE 1 (DAY) (NO WORK)
11	G053A	1686-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE I, PHASE 2 (NIGHT)
12	G053B	1687-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE I, PHASE 2 (DAY) (NO WORK)
13	G054A	1688-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE I, PHASE 3 (NIGHT)
14	G054B	1689-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE I, PHASE 3 (DAY) (NO WORK)
15	G055A	1690-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE II, PHASE 4 (NIGHT)
16	G055B	1691-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE II, PHASE 4 (DAY) (NO WORK)
17	G056A	1692-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE II, PHASE 5 (NIGHT)
18	G056B	1693-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE II, PHASE 5 (DAY) (NO WORK)
19	G057A	1694-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE II, PHASE 6 (NIGHT)
20	G057B	1695-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE II, PHASE 6 (DAY) (NO WORK)
21	G058A	1696-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE II, PHASE 7 (NIGHT)
22	G058B	1697-DOA	CONSTRUCTION SAFETY AND PHASING PLAN SCHEDULE II, PHASE 7 (DAY) (NO WORK)
23	C100	1698-DOA	DEMOLITION PLAN STA. 8+00 TO STA. 21+00 RUNWAY 8/26
24	C101	1699-DOA	DEMOLITION PLAN STA. 21+00 TO STA. 34+00 RUNWAY 8/26
25	C102	1700-DOA	DEMOLITION PLAN STA. 34+00 TO STA. 47+00 RUNWAY 8/26
26	C103	1701-DOA	DEMOLITION PLAN STA. 47+00 TO STA. 60+00 RUNWAY 8/26
27	C104	1702-DOA	DEMOLITION PLAN STA. 60+00 TO STA. 73+00 RUNWAY 8/26
28	C105	1703-DOA	DEMOLITION PLAN STA. 8+00 TO STA. 21+00 RUNWAY 8/26
29	C106	1704-DOA	DEMOLITION PLAN STA. 21+00 TO STA. 34+00 RUNWAY 8/26
30	C107	1705-DOA	DEMOLITION PLAN STA. 34+00 TO STA. 47+00 RUNWAY 8/26
31	C108	1706-DOA	DEMOLITION PLAN STA. 47+00 TO STA. 60+00 RUNWAY 8/26
32	C109	1707-DOA	DEMOLITION PLAN STA. 66+00 TO STA. 99+00 RUNWAY 8/26
33	C110	1708-DOA	DEMOLITION PLAN STA. 99+00 TO STA. 112+00 RUNWAY 8/26
34	C111	1709-DOA	DEMOLITION PLAN STA. 99+00 TO STA. 103+00 RUNWAY 8/26
35	C200	1710-DOA	GEOMETRIC LAYOUT PLAN STA. 8+00 TO STA. 21+00 RUNWAY 8/26
36	C201	1711-DOA	GEOMETRIC LAYOUT PLAN STA. 21+00 TO STA. 34+00 RUNWAY 8/26
37	C202	1712-DOA	GEOMETRIC LAYOUT PLAN STA. 34+00 TO STA. 47+00 RUNWAY 8/26
38	C203	1713-DOA	GEOMETRIC LAYOUT PLAN STA. 47+00 TO STA. 60+00 RUNWAY 8/26
39	C204	1714-DOA	GEOMETRIC LAYOUT PLAN STA. 60+00 TO STA. 73+00 RUNWAY 8/26
40	C205	1715-DOA	GEOMETRIC LAYOUT PLAN STA. 60+00 TO STA. 73+00 RUNWAY 8/26
41	C220	1716-DOA	TYPICAL SECTIONS
42	C300	1717-DOA	PAVEMENT MARKING PLAN STA. 8+00 TO STA. 21+00 RUNWAY 8/26
43	C301	1718-DOA	PAVEMENT MARKING PLAN STA. 21+00 TO STA. 34+00 RUNWAY 8/26
44	C302	1719-DOA	PAVEMENT MARKING PLAN STA. 34+00 TO STA. 47+00 RUNWAY 8/26
45	C303	1720-DOA	PAVEMENT MARKING PLAN STA. 47+00 TO STA. 60+00 RUNWAY 8/26
46	C304	1721-DOA	PAVEMENT MARKING PLAN STA. 60+00 TO STA. 73+00 RUNWAY 8/26
47	C305	1722-DOA	PAVEMENT MARKING PLAN STA. 8+00 TO STA. 21+00 RUNWAY 8/26
48	C306	1723-DOA	PAVEMENT MARKING PLAN STA. 21+00 TO STA. 34+00 RUNWAY 8/26
49	C307	1724-DOA	PAVEMENT MARKING PLAN STA. 34+00 TO STA. 47+00 RUNWAY 8/26
50	C308	1725-DOA	PAVEMENT MARKING PLAN STA. 47+00 TO STA. 60+00 RUNWAY 8/26
51	C309	1726-DOA	PAVEMENT MARKING PLAN STA. 60+00 TO STA. 73+00 RUNWAY 8/26
52	C310	1727-DOA	PAVEMENT MARKING PLAN STA. 73+00 TO STA. 86+00 RUNWAY 8/26
53	C311	1728-DOA	PAVEMENT MARKING PLAN STA. 86+00 TO STA. 99+00 RUNWAY 8/26
54	C312	1729-DOA	PAVEMENT MARKING PLAN STA. 99+00 TO STA. 112+00 RUNWAY 8/26
55	C313	1730-DOA	PAVEMENT MARKING PLAN STA. 90+00 TO STA. 103+00 RUNWAY 8/26
56	C314	1731-DOA	PAVEMENT MARKING PLAN STA. 103+00 TO STA. 116+00 RUNWAY 8/26
57	C350	1732-DOA	PAVEMENT MARKING DETAILS
58	C351	1733-DOA	PAVEMENT MARKING DETAILS
59	C400	1734-DOA	EROSION CONTROL PLAN
60	C450	1735-DOA	EROSION CONTROL DETAILS

ISSUED FOR BID

THESE DRAWINGS ARE FOR PURPOSES ONLY. THEY WERE PREPARED BY OR UNDER THE SUPERVISION OF:



JOHN DUANE INGRAM	PE - C 068605	10/31/23
NAME	REG. NO.	DATE
FOR AND ON BEHALF OF JVIATION, A WOOLPERT COMPANY		



CAMARILLO AIRPORT
CAMARILLO, CA



DES: A.G.G.	
DR: A.G.G.	
CH: C.L.G.	
APP: J.D.I.	

ISSUE RECORD

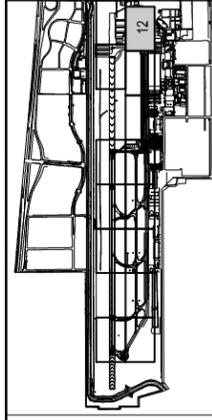
NO.	BY	DATE	DESCRIPTION
1	J.D.I.	10/31/2023	ISSUED FOR BID
2	J.D.I.	11/20/2023	ADDENDUM NO. 3

RUNWAY 8-26 AND TAXIWAY A
PAVEMENT IMPROVEMENTS

INDEX OF DRAWINGS & SUMMARY

PROJECT NO.	JVIATION PROJ. NO.	SPEC. NO.	COUNTY PROJ. NO.
LOC 21-01	2021.CMA.03	DOA 23-04	CMA-239

SHEET NAME	G002
SHEET NO.	2 of 60
DRAWING NO.	1677-DOA



NOTES:

- UNLESS OTHERWISE SPECIFIED, ALL TAXIWAY MARKINGS SHALL BE YELLOW AND ALL RUNWAY MARKINGS SHALL BE WHITE IN ACCORDANCE WITH SPECIFICATION P-620. ALL STRIPING WILL HAVE A BLACK BORDER AT THE DIMENSIONS INDICATED ON THE DETAILS UNLESS SHOWN OTHERWISE IN STRIPING DETAILS.
- CONTRACTOR WILL BE REQUIRED TO REPAINT ANY MARKINGS THAT ARE OUTSIDE THE PROJECT WORK LIMITS WHICH ARE DAMAGED BY THE CONTRACTORS OPERATIONS. REPAINTING OF THESE DAMAGED AREAS WILL BE AT THE CONTRACTORS EXPENSE.
- PAINT SHOULD BE STORED IN A CLIMATE-CONTROLLED ENVIRONMENT IN ORDER TO MEET MANUFACTURERS RECOMMENDED TEMPERATURES BEFORE IT IS APPLIED. MATERIAL THAT DOES NOT MEET REQUIRED TEMPERATURE REQUIREMENTS WILL BE WARMED TO THE MINIMUM TEMPERATURE FOR 24 HOURS BEFORE IT IS APPLIED OR AS APPROVED BY THE RESIDENT ENGINEER.
- GLASS BEADS SHALL BE APPLIED TO ALL PERMANENT PAVEMENT MARKINGS. APPLICATION RATES AND GLASS BEAD TYPE SHALL BE AS SPECIFIED IN ITEM P-620. GLASS BEADS SHALL NOT BE APPLIED TO BLACK PAINT. GLASS BEADS SHALL BE INCIDENTAL TO P-620 BID ITEMS.
- SEE SHEET C360 FOR STRIPING DETAILS AND NOTES.
- CONTRACTOR SHALL HAVE A COPY OF THE CURRENT FAA ADVISORY CIRCULAR AC 150/5340-1M "STANDARDS FOR AIRPORT MARKINGS" ON SITE AT ALL TIMES. ANY DISCREPANCY BETWEEN INFORMATION SHOWN ON THE PLAN SHEETS AND THE ADVISORY CIRCULAR SHALL BE COORDINATED WITH THE ENGINEER FOR DIRECTION.
- PRIOR TO REMOVAL OF PAVEMENT MARKINGS, EXISTING PAVEMENT MARKINGS SHALL BE SURVEYED AND PROVIDED TO THE ENGINEER FOR APPROVAL. FINAL PAINT LAYOUT SHALL MATCH THE EXISTING LAYOUT AND WILL BE CONFIRMED BY THE AIRPORT PRIOR TO CONSTRUCTION.
- ALL AREAS SHALL BE THOROUGHLY CLEANED PRIOR TO PLACING PAINT MARKINGS. ALL SURFACE PREPARATION ASSOCIATED WITH PAVEMENT MARKINGS SHALL BE INCIDENTAL TO P-620 BID ITEMS.
- ANY DISCREPANCIES BETWEEN THESE PLANS AND THE ACTUAL STRIPING PRESENT IN THE FIELD SHALL BE BROUGHT TO THE ATTENTION OF RESIDENT ENGINEER.
- SECOND APPLICATION OF PAINT WILL BE APPLIED 30 DAYS AFTER THE INITIAL APPLICATION FOR AREAS OF NEW PAVEMENT. IT MAY BE POSSIBLE TO COMPLETE THIS WORK ON A PULL BACK BASIS IF APPROVED BY AIRPORT OPERATIONS AND UNDER THEIR SUPERVISION.



ISSUED FOR BID

THESE DRAWINGS ARE FOR PURPOSES ONLY. THEY WERE PREPARED BY OR UNDER THE SUPERVISION OF:

JOHN DUANE INGRAM PE - C 068505 10/31/23
NAME REG. NO. DATE
FOR AND ON BEHALF OF JVIATION, A WOOLPERT COMPANY

SHEET NAME C312	
SHEET NO. 54 of 60	
DRAWING NO. 1729-DOA	
PROJECT NO. LOC 21-01	JVIATION PROJ. NO. 2021.CMA.03
SPEC. NO. DOA 23-04	COUNTY PROJ. NO. CMA-239

PAVEMENT MARKING PLAN
STA. 99+00 TO STA. 112+00
RUNWAY 8/26

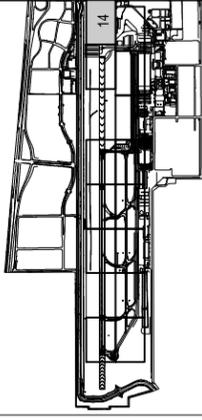
NO.	BY	DATE	DESCRIPTION
1	J.D.I.	10/31/2023	ISSUED FOR BID
2	J.D.I.	11/20/2023	ADDENDUM NO. 3

DES: A.G.G.
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CAMARILLO AIRPORT
CAMARILLO, CA

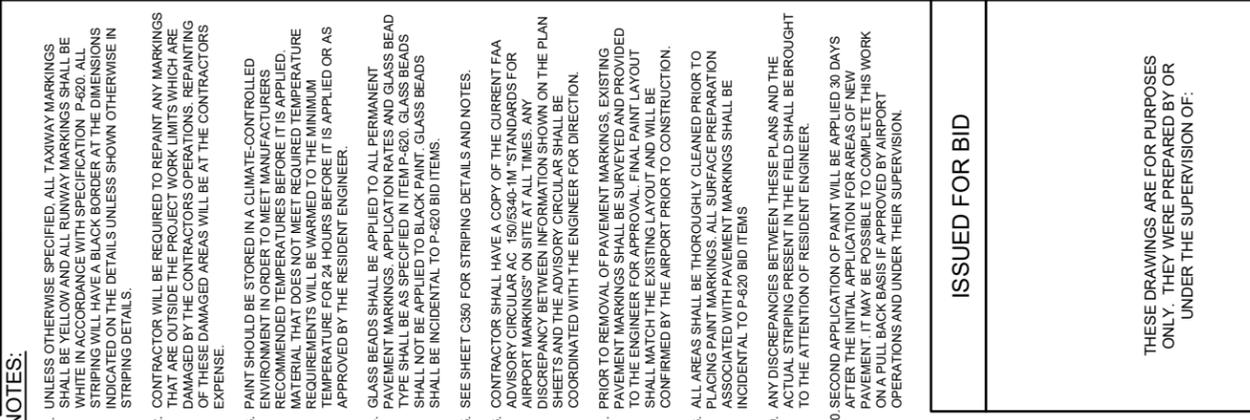


JVIATION
A WOOLPERT COMPANY

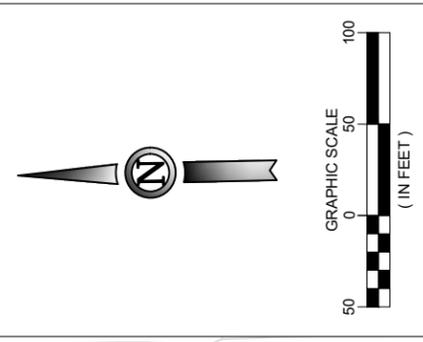


NOTES:

- UNLESS OTHERWISE SPECIFIED, ALL TAXIWAY MARKINGS SHALL BE YELLOW AND ALL RUNWAY MARKINGS SHALL BE WHITE IN ACCORDANCE WITH SPECIFICATION P-620. ALL STRIPING WILL HAVE A BLACK BORDER AT THE DIMENSIONS INDICATED ON THE DETAILS UNLESS SHOWN OTHERWISE IN STRIPING DETAILS.
- CONTRACTOR WILL BE REQUIRED TO REPAINT ANY MARKINGS THAT ARE OUTSIDE THE PROJECT WORK LIMITS WHICH ARE PAID BY THE CONTRACTORS OPERATIONS. REPAINTING OF THESE DAMAGED AREAS WILL BE AT THE CONTRACTORS EXPENSE.
- PAINT SHOULD BE STORED IN A CLIMATE-CONTROLLED ENVIRONMENT IN ORDER TO MEET MANUFACTURERS RECOMMENDED TEMPERATURES BEFORE IT IS APPLIED. MATERIAL THAT DOES NOT MEET REQUIRED TEMPERATURE REQUIREMENTS WILL BE WARMED TO THE MINIMUM TEMPERATURE FOR 24 HOURS BEFORE IT IS APPLIED OR AS APPROVED BY THE RESIDENT ENGINEER.
- GLASS BEADS SHALL BE APPLIED TO ALL PERMANENT PAVEMENT MARKINGS. APPLICATION RATES AND GLASS BEAD TYPE SHALL BE AS SPECIFIED IN ITEM P-620. GLASS BEADS SHALL NOT BE APPLIED TO BLACK PAINT. GLASS BEADS SHALL BE INCIDENTAL TO P-620 BID ITEMS.
- SEE SHEET C360 FOR STRIPING DETAILS AND NOTES.
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- PRIOR TO REMOVAL OF PAVEMENT MARKINGS, EXISTING PAVEMENT MARKINGS SHALL BE SURVEYED AND PROVIDED TO THE ENGINEER FOR APPROVAL. FINAL PAINT LAYOUT SHALL MATCH THE EXISTING LAYOUT AND WILL BE CONFIRMED BY THE AIRPORT PRIOR TO CONSTRUCTION.
- ALL AREAS SHALL BE THOROUGHLY CLEANED PRIOR TO PLACING PAINT MARKINGS. ALL SURFACE PREPARATION ASSOCIATED WITH PAVEMENT MARKINGS SHALL BE INCIDENTAL TO P-620 BID ITEMS.
- ANY DISCREPANCIES BETWEEN THESE PLANS AND THE ACTUAL STRIPING PRESENT IN THE FIELD SHALL BE BROUGHT TO THE ATTENTION OF RESIDENT ENGINEER.
- SECOND APPLICATION OF PAINT WILL BE APPLIED 30 DAYS AFTER THE INITIAL APPLICATION FOR AREAS OF NEW PAVEMENT. IT MAY BE POSSIBLE TO COMPLETE THIS WORK ON A PULL BACK BASIS IF APPROVED BY AIRPORT OPERATIONS AND UNDER THEIR SUPERVISION.



JOHN DUANE INGRAM	PE - C 068505	10/31/23
NAME	REG. NO.	DATE
FOR AND ON BEHALF OF JVIATION, A WOOLPERT COMPANY		



RESUE ENTIRE SHEET

PAVEMENT MARKING PLAN		SHEET NAME	C314
STA. 103+00 TO STA. 116+00		SHEET NO.	56 of 60
RUNWAY 8/26		DRAWING NO.	1731-DOA
PROJECT NO.	JVIATION PROJ. NO.	SPEC. NO.	COUNTY PROJ. NO.
LOC 21-01	2021.CMA.03	DOA 23-04	CMA-239

ISSUE RECORD	
NO.	DESCRIPTION
1	ISSUED FOR BID
2	ADDENDUM NO. 3

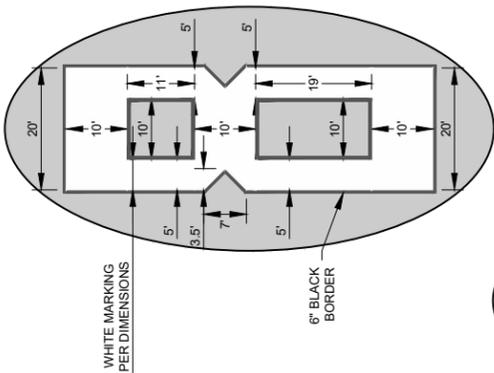
DES. A.G.G.	NO.	BY	DATE
DR. A.G.G.	1	J.D.I.	10/31/2023
CH. C.L.G.	2	J.D.I.	11/20/2023
APP. J.D.I.			

CAMARILLO AIRPORT
CAMARILLO, CA

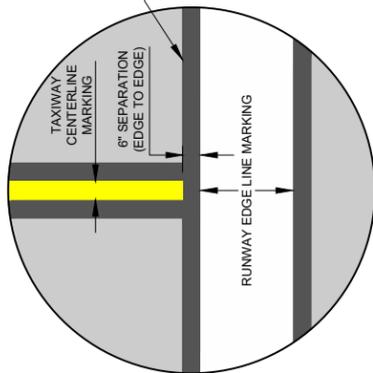
JVIATION
A WOOLPERT COMPANY

MATCHLINE OFF . 390.44 - SEE SHEET C312

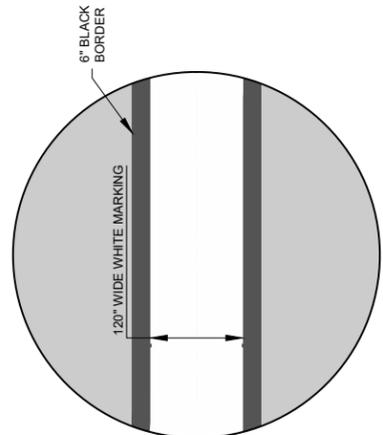
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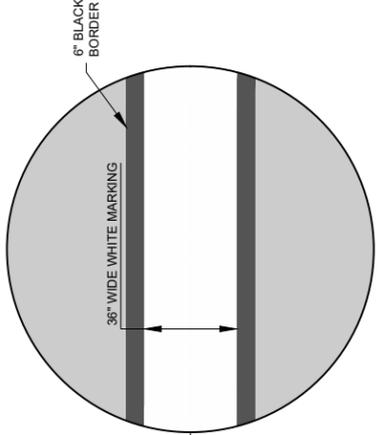
1 DESIGNATION "8" DETAIL
DETAIL SCALE: 1" = 30'



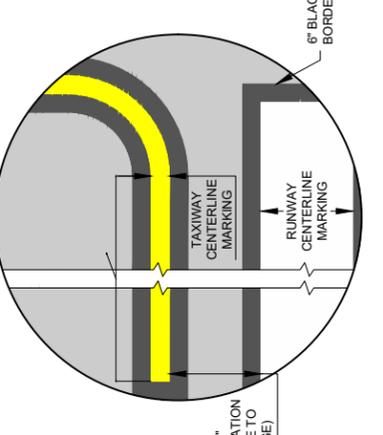
2 THRESHOLD BAR DETAIL
NOT TO SCALE



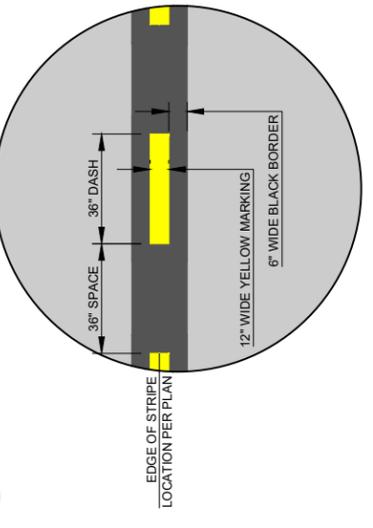
3 RUNWAY CENTERLINE DETAIL
NOT TO SCALE



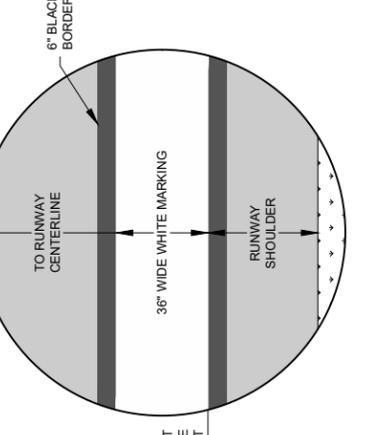
4 TAXIWAY LEAD IN LINE DETAIL
NOT TO SCALE



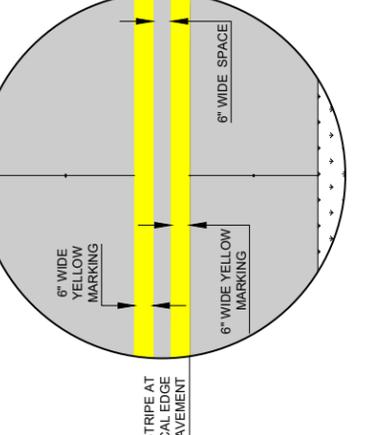
5 TAXIWAY/TAXILANE CENTERLINE DETAIL
NOT TO SCALE



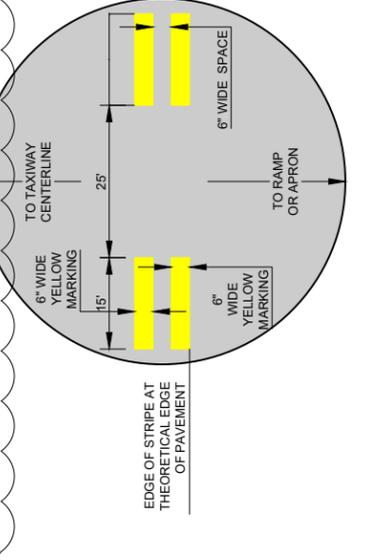
6 TAXIWAY CENTERLINE INTERSECTING RUNWAY EDGE LINE DETAIL
NOT TO SCALE



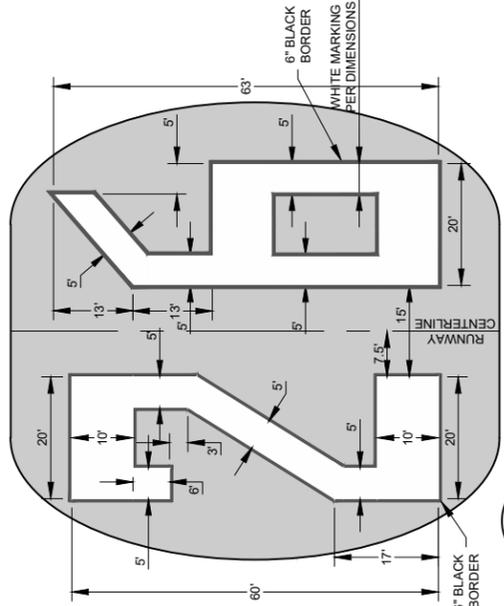
7 RUNWAY EDGE LINE DETAIL
NOT TO SCALE



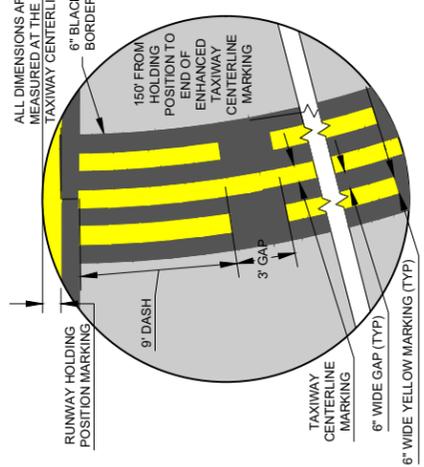
8 TAXIWAY SOLID EDGE LINE DETAIL
NOT TO SCALE



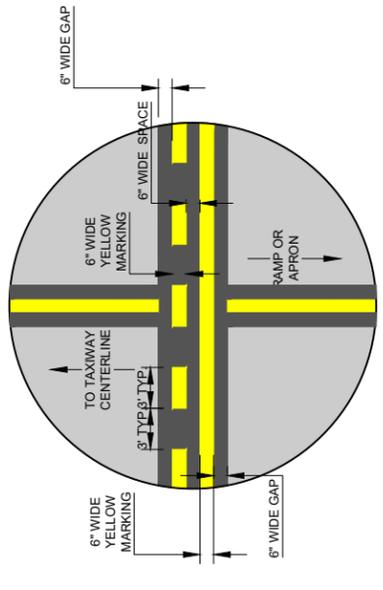
9 TAXIWAY DASHED EDGE LINE DETAIL
NOT TO SCALE



10 DESIGNATION "26" DETAIL
NOT TO SCALE



11 ENHANCED TAXIWAY CENTERLINE DETAIL
NOT TO SCALE



12 NON-MOVEMENT AREA & TAXILANE CROSSING DETAIL
NOT TO SCALE

ISSUED FOR BID

THESE DRAWINGS ARE FOR PURPOSES ONLY. THEY WERE PREPARED BY OR UNDER THE SUPERVISION OF:

JOHN DUANE INGRAM	PE - C 068605	10/31/23
NAME	REG. NO.	DATE

FOR AND ON BEHALF OF JVIATION, A WOOLPERT COMPANY



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CAMARILLO, CA

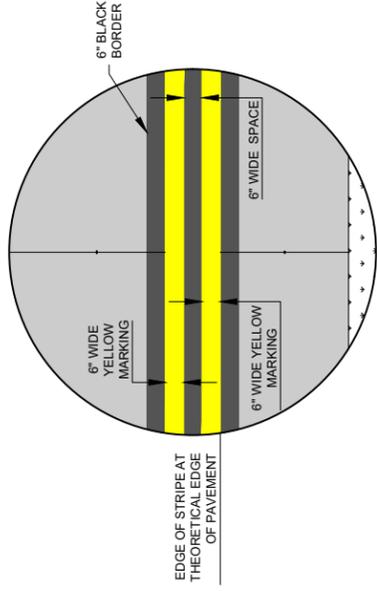
DES. A.G.G.		DR: A.G.G.		CH: C.L.G.		APP: J.D.I.	
NO.	BY	DATE	NO.	BY	DATE	NO.	BY
1	J.D.I.	10/31/2023	1	J.D.I.	10/31/2023		
2	J.D.I.	11/20/2023	2	J.D.I.	11/20/2023		

ISSUE RECORD

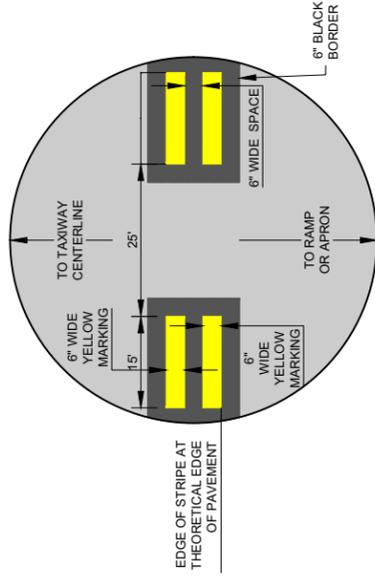
NO.	BY	DATE	DESCRIPTION
1	J.D.I.	10/31/2023	ISSUED FOR BID
2	J.D.I.	11/20/2023	ADDENDUM NO. 3

RUNWAY 8-26 AND TAXIWAY A
PAVEMENT IMPROVEMENTS

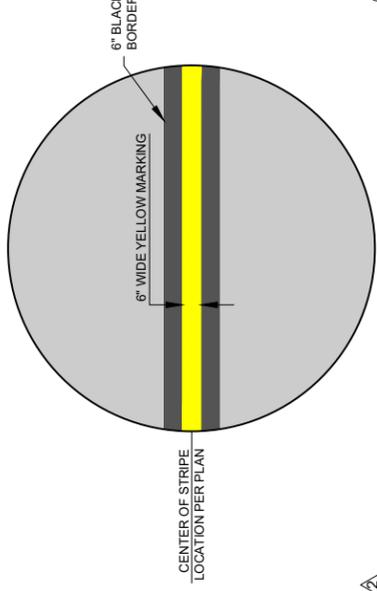
PAVEMENT MARKING DETAILS			
SHEET NAME	C350	SHEET NO.	57 of 60
PROJECT NO.	LOC 21-01	JVIATION PROJ. NO.	2021.CMA.03
SPEC. NO.	DOA 23-04	COUNTY PROJ. NO.	CMA-239
DRAWING NO.		1732-DOA	



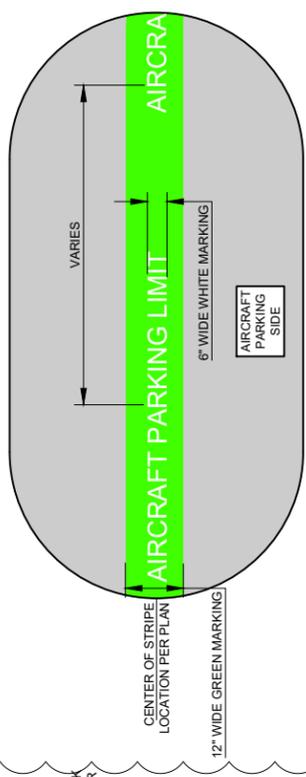
14 TAXIWAY SOLID EDGE LINE DETAIL
NOT TO SCALE



15 TAXIWAY DASHED EDGE LINE DETAIL
NOT TO SCALE



16 TAXIWAY/TAXILANE CENTERLINE DETAIL
NOT TO SCALE



17 AIRCRAFT PARKING LIMIT MARKING DETAIL
NOT TO SCALE

ISSUED FOR BID	THESE DRAWINGS ARE FOR PURPOSES ONLY. THEY WERE PREPARED BY OR UNDER THE SUPERVISION OF:	
	JOHN DUANE INGRAM NAME	PE - C 068605 REG. NO.
	10/31/23 DATE	
FOR AND ON BEHALF OF JVIATION, A WOOLPERT COMPANY		

PAVEMENT MARKING DETAILS		SHEET NAME C351
PROJECT NO. LOC 21-01		SHEET NO. 58 of 60
JVIATION PROJ. NO. 2021.CMA.03	COUNTY PROJ. NO. DOA 23-04	DRAWING NO. 1733-DOA

RUNWAY 8-26 AND TAXIWAY A
PAVEMENT IMPROVEMENTS

ISSUE RECORD		NO.	BY	DATE	DESCRIPTION
DES: A.G.G.	DR: A.G.G.	1	J.D.I.	10/31/2023	ISSUED FOR BID
	CH: C.L.G.	2	J.D.I.	11/20/2023	ADDENDUM NO. 3
	APP: J.D.I.				

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CAMARILLO, CA

ITEM P-620 RUNWAY AND TAXIWAY MARKING

DESCRIPTION

620-1.1 This item shall consist of the preparation and painting of numbers, markings, and stripes on the surface of runways, taxiways, and aprons, in accordance with these specifications and at the locations shown on the plans, or as directed by the Resident Project Representative (RPR). The terms “paint” and “marking material” as well as “painting” and “application of markings” are interchangeable throughout this specification.

MATERIALS

620-2.1 MATERIALS ACCEPTANCE. The Contractor shall furnish manufacturer’s certified test reports, for materials shipped to the project. The certified test reports shall include a statement that the materials meet the specification requirements. This certification along with a copy of the paint manufacturer’s surface preparation; marking materials, including adhesion, flow promoting and/or floatation additive; and application requirements must be submitted and approved by the Resident Project Representative (RPR) prior to the initial application of markings. The reports can be used for material acceptance or the RPR may perform verification testing. The reports shall not be interpreted as a basis for payment. The Contractor shall notify the RPR upon arrival of a shipment of materials to the site. All material shall arrive in sealed containers that are easily quantifiable for inspection by the RPR.

620-2.2 MARKING MATERIALS.

TABLE 1. MARKING MATERIALS

Paint ¹					Glass Beads ²	
Type	Color	Coat	Fed Std. 595 Number	Application Rate Maximum	Type	Application Rate Minimum
II	White	First	37925	115 ft ² / gal	III	10 lb/gal
II	White	Second	37925	115 ft ² / gal	III	10 lb/gal
II	Yellow	First	33538 or 33655	115 ft ² / gal	III	10 lb/gal
II	Yellow	Second	33538 or 33655	115 ft ² / gal	III	10 lb/gal
II	Black	First	37038	115 ft ² / gal	N/A	N/A
II	Green	First	34108	115 ft ² / gal	N/A	N/A
II	Green	Second	34108	115 ft ² / gal	N/A	N/A

¹ See paragraph 620-2.2a

² See paragraph 620-2.2b

28

29 **a. Paint.** Paint shall be waterborne in accordance with the requirements of this paragraph. Paint colors shall comply with
30 Federal Standard No. 595.
31

32 **Waterborne.** Paint shall meet the requirements of Federal Specification TT-P-1952F, Type II. The
33 non-volatile portion of the vehicle for all paint types shall be composed of a 100% acrylic polymer as
34 determined by infrared spectral analysis.
35
36
37

38 **b. Reflective media.** Glass beads for white and yellow paint shall meet the requirements for Federal Specification
39 TT-B-1325D Type III.
40

- 41 i. Glass beads for red and pink paint shall meet the requirements for Type I, Gradation A.
- 42 ii. Glass beads shall be treated with all compatible coupling agents recommended by the
43 manufacturers of the paint and reflective media to ensure adhesion and embedment.
- 44 iii. Glass beads shall not be used in black and green paint.
- 45 iv. Type III glass beads shall not be used in red and pink paint.

46

47 CONSTRUCTION METHODS

48

49 **620-3.1 WEATHER LIMITATIONS.** Painting shall only be performed when the surface is dry, and the
50 ambient temperature and the pavement surface temperature meet the manufacturer's recommendations in
51 accordance with paragraph 620-2.1. Painting operations shall be discontinued when the ambient or surface
52 temperatures does not meet the manufacturer's recommendations. Markings shall not be applied when the
53 wind speed exceeds 10 mph unless windscreens are used to shroud the material guns. Markings shall not be
54 applied when weather conditions are forecasts to not be within the manufacturers' recommendations for
55 application and dry time.

56

57 **620-3.2 EQUIPMENT.** Equipment shall include the apparatus necessary to properly clean the existing
58 surface, a mechanical marking machine, a bead dispensing machine, and such auxiliary hand-painting
59 equipment as may be necessary to satisfactorily complete the job.

60 The mechanical marker shall be an atomizing spray-type or airless type marking machine with automatic glass
61 bead dispensers suitable for application of traffic paint. It shall produce an even and uniform film thickness
62 and appearance of both paint and glass beads at the required coverage and shall apply markings of uniform
63 cross-sections and clear-cut edges without running or spattering and without over spray. The marking
64 equipment for both paint and beads shall be calibrated daily.

65

66 **620-3.3 PREPARATION OF SURFACES.** Immediately before application of the paint, the surface shall
67 be dry and free from dirt, grease, oil, laitance, or other contaminants that would reduce the bond between the
68 paint and the pavement. Use of any chemicals or impact abrasives during surface preparation shall be
69 approved in advance by the RPR. After the cleaning operations, sweeping, blowing, or rinsing with
70 pressurized water shall be performed to ensure the surface is clean and free of grit or other debris left from
71 the cleaning process.

72 **a. Preparation of new pavement surfaces.** The area to be painted shall be cleaned by broom, blower,
73 or by other methods approved by the RPR to remove all contaminants, including PCC curing
74 compounds, minimizing damage to the pavement surface.

75 **b. Preparation of pavement to remove existing markings.** Existing pavement markings shall be
 76 removed by rotary grinding or by other methods approved by the RPR minimizing damage to the
 77 pavement surface. The removal area may need to be larger than the area of the markings to eliminate
 78 ghost markings. After removal of markings on asphalt pavements, apply a fog seal or seal coat to 'block
 79 out' the removal area to eliminate 'ghost' markings.

80 **c. Preparation of pavement markings prior to remarking.** Prior to remarking existing
 81 markings, loose existing markings must be removed minimizing damage to the pavement surface, with a
 82 method approved by the RPR. After removal, the surface shall be cleaned of all residue or debris.

83 Prior to the application of markings, the Contractor shall certify in writing that the surface is dry and free
 84 from dirt, grease, oil, laitance, or other foreign material that would prevent the bond of the paint to the
 85 pavement or existing markings. This certification along with a copy of the paint manufactures application
 86 and surface preparation requirements must be submitted to the RPR prior to the initial application of
 87 markings.

88

89 **620-3.4 LAYOUT OF MARKINGS.** The proposed markings shall be laid out in advance of the paint
 90 application. The locations of markings to receive glass beads shall be shown on the plans.

91

92 **620-3.5 APPLICATION.** A period of **30** days shall elapse between placement of surface course or seal coat
 93 and application of the permanent paint markings. Paint shall be applied at the locations and to the
 94 dimensions and spacing shown on the plans. Paint shall not be applied until the layout and condition of the
 95 surface has been approved by the RPR.

96 The edges of the markings shall not vary from a straight line more than 1/2 inch in 50 feet, and marking
 97 dimensions and spacing shall be within the following tolerances:

98

99

MARKING DIMENSIONS AND SPACING TOLERANCE

Dimension and Spacing	Tolerance
36 inch or less	±1/2 inch
greater than 36 inch to 6 feet	±1 inch
greater than 6 feet to 60 feet	±2 inch
greater than 60 feet	±3 inch

100 The paint shall be mixed in accordance with the manufacturer's instructions and applied to the pavement
 101 with a marking machine at the rate shown in Table 1. The addition of thinner will not be permitted.

102 Glass beads shall be distributed upon the marked areas at the locations shown on the plans to receive glass
 103 beads immediately after application of the paint. A dispenser shall be furnished that is properly designed for
 104 attachment to the marking machine and suitable for dispensing glass beads. Glass beads shall be applied at
 105 the rate shown in Table 1. Glass beads shall not be applied to black paint or green paint. Glass beads shall
 106 adhere to the cured paint or all marking operations shall cease until corrections are made. Different bead
 107 types shall not be mixed. Regular monitoring of glass bead embedment and distribution should be performed.

108

109

110 **620-3.6 APPLICATION--PREFORMED THERMOPLASTIC AIRPORT PAVEMENT**
 111 **MARKINGS.**

112 Preformed thermoplastic pavement markings not used.

113 **620-3.7 CONTROL STRIP.** Prior to the full application of airfield markings, the Contractor shall
 114 prepare a control strip in the presence of the RPR. The Contractor shall demonstrate the surface
 115 preparation method and all striping equipment to be used on the project. The marking equipment
 116 must achieve the prescribed application rate of paint and population of glass beads (per Table 1)
 117 that are properly embedded and evenly distributed across the full width of the marking. Prior to
 118 acceptance of the control strip, markings must be evaluated during darkness to ensure a uniform
 119 appearance.

120 **620-3.8 RETRO-REFLECTANCE.** Reflectance shall be measured with a portable retro-reflectometer
 121 meeting ASTM E1710 (or equivalent). A total of 6 reading shall be taken over a 6 square foot area with 3
 122 readings taken from each direction. The average shall be equal to or above the minimum levels of all readings
 123 which are within 30% of each other.

124 **MINIMUM RETRO-REFLECTANCE VALUES**

Material	Retro-reflectance mcd/m ² /lux		
	White	Yellow	Red
Initial Type I	300	175	35
Initial Type III	600	300	35
Initial Thermoplastic	225	100	35
All materials, remark when less than 1	100	75	10

125 1 Prior to remarking determine if removal of contaminants on markings will restore retro-reflectance

126

127 **620-3.9 PROTECTION AND CLEANUP.** After application of the markings, all markings shall be
 128 protected from damage until dry. All surfaces shall be protected from excess moisture and/or rain and from
 129 disfiguration by spatter, splashes, spillage, or drippings. The Contractor shall remove from the work area all
 130 debris, waste, loose reflective media, and by-products generated by the surface preparation and application
 131 operations to the satisfaction of the RPR. The Contractor shall dispose of these wastes in strict compliance
 132 with all applicable state, local, and federal environmental statutes and regulations.

133 **METHOD OF MEASUREMENT**

134

135 **620-4.1a** The quantity of surface preparation (obliteration) shall be measured by the number of square feet of
 136 existing pavement markings removed as marked on the project plan set. No separate payment will be made
 137 for preparation of pavement markings prior to remarking or preparation of new pavement surfaces.

138 **620-4.1b** The quantity of pavement markings, initial and final application, shall be paid for shall be measured
 139 by the number of square feet of painting.

140 **620-4.1c** The quantity of reflective media shall be incidental to the measurement of marking and will not be
 141 paid separately.

142

143 **BASIS OF PAYMENT**

144

145 **620-5.1** This price shall be full compensation for furnishing all materials and for all labor, equipment, tools,
 146 and incidentals necessary to complete the item complete in place and accepted by the RPR in accordance with
 147 these specifications.

148 **620-5.1b** Payment for initial application of pavement markings shall be made at the contract price for the
 149 number of square feet of painting. This price shall be full compensation for furnishing all materials and for
 150 all labor, equipment, tools, and incidentals necessary to complete the item. No separate payment will be made
 151 for preparation of pavement markings prior to remarking or preparation of new pavement surfaces.

152 **620-5.1c** Payment for final application of pavement markings shall be made at the contract price for the
 153 number of square feet (square meters) of painting. This price shall be full compensation for furnishing all
 154 materials and for all labor, equipment, tools, and incidentals necessary to complete the item. No separate
 155 payment will be made for preparation of pavement markings prior to remarking or preparation of new
 156 pavement surfaces.

157 **620-5.1d** No separate payment will be made for reflective media.

158 **620-5.1e** Payment for surface preparation (obliteration) of existing pavement marking removal shall be made
 159 at the contract price for the number of square feet.

160 Payment will be made under:

161	Item P-620a	Pavement Markings, Yellow, Initial Application— per Square Foot
162	Item P-620b	Pavement Markings, Yellow, with Reflective Media, Final Application— per
163		Square Foot
164	Item P-620c	Pavement Markings, White, Initial Application— per Square Foot
165	Item P-620d	Pavement Markings, White, with Reflective Media, Final Application— per
166		Square Foot
167	Item P-620e	Pavement Markings, Black, Single Application— per Square Foot
168	Item P-620f	Surface Preparation (Obliteration)—per Square Foot
169	Item P-620g	Pavement Markings, Green, Initial Application— per Square Foot
170	Item P-620h	Pavement Markings, Green, Final Application— per Square Foot

171 **REFERENCES**

172 The publications listed below form a part of this specification to the extent referenced. The publications are
 173 referred to within the text by the basic designation only.

174 **ASTM International (ASTM)**

175	ASTM D476	Standard Classification for Dry Pigmentary Titanium Dioxide Products
176	ASTM D968	Standard Test Methods for Abrasion Resistance of Organic Coatings by
177		Falling Abrasive

178	ASTM D1652	Standard Test Method for Epoxy Content of Epoxy Resins
179	ASTM D2074	Standard Test Method for Total, Primary, Secondary, and Tertiary Amine
180		Values of Fatty Amines by Alternative Indicator Method
181	ASTM D2240	Standard Test Method for Rubber Property - Durometer Hardness
182	ASTM D7585	Standard Practice for Evaluating Retroreflective Pavement Markings Using
183		Portable Hand-Operated Instruments
184	ASTM E303	Standard Test Method for Measuring Surface Frictional Properties Using
185		the British Pendulum Tester
186	ASTM E1710	Standard Test Method for Measurement of Retroreflective Pavement
187		Marking Materials with CEN-Prescribed Geometry Using a Portable
188		Retroreflectometer
189	ASTM E2302	Standard Test Method for Measurement of the Luminance Coefficient
190		Under Diffuse Illumination of Pavement Marking Materials Using a
191		Portable Reflectometer
192	ASTM G154	Standard Practice for Operating Fluorescent Ultraviolet (UV) Lamp
193		Apparatus for Exposure of Nonmetallic Materials

194 **Code of Federal Regulations (CFR)**

195	40 CFR Part 60, Appendix A-7, Method 24	
196		Determination of volatile matter content, water content, density, volume
197		solids, and weight solids of surface coatings
198	29 CFR Part 1910.1200	Hazard Communication

199 **Federal Specifications (FED SPEC)**

200	FED SPEC TT-B-1325D	Beads (Glass Spheres) Retro-Reflective
201	FED SPEC TT-P-1952F	Paint, Traffic and Airfield Marking, Waterborne
202	FED STD 595	Colors used in Government Procurement

203 **Commercial Item Description**

204	A-A-2886B	Paint, Traffic, Solvent Based
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205 **Advisory Circulars (AC)**

206	AC 150/5340-1	Standards for Airport Markings
207	AC 150/5320-12	Measurement, Construction, and Maintenance of Skid Resistant Airport
208		Pavement Surfaces

209 **END OF ITEM P-620**

210

SCHEDULE II

Item No.	Spec. Ref.	Description	Units	Estimated Quantity	Unit Price	Total
2	C-105a	Mobilization (10% Maximum)	LS	1	\$	\$
11	P-620a	Pavement Markings, Yellow, Initial Application	SF	3,500	\$	\$
12	P-620b	Pavement Markings, Yellow, with Reflective Media, Final Application	SF	18,900	\$	\$
13	P-620c	Pavement Markings, White, Initial Application	SF	80	\$	\$
14	P-620d	Pavement Markings, White, with Reflective Media, Final Application	SF	80	\$	\$
15	P-620e	Pavement Markings, Black, Single Application	SF	14,000	\$	\$
16	P-620f	Surface Preparation (Obliteration)	SF	2,400	\$	\$
17	P-620g	Pavement Markings, Green, Initial Application	SF	3,200	\$	\$
18	P-620h	Pavement Markings, Green, Final Application	SF	3,200	\$	\$

SCHEDULE II TOTAL \$

DRAFT
CONTRACT

PROJECT: Camarillo Airport – RUNWAY CENTERLINE AND TAXIWAY “A”
IMPROVEMENTS
SPECIFICATION No.: DOA 23-04; PROJECT No.: CMA-239

The names and addresses of the parties to this Contract, who shall be referred to as “Agency” and “Contractor” respectively, are as follows:

AGENCY: COUNTY OF VENTURA – DEPARTMENT OF AIRPORTS
555 AIRPORT WAY, SUITE B
CAMARILLO, CA 93010

CONTRACTOR: Granite Construction Company
4820 McGrath Street, Suite 101
Ventura, CA 93003

The Agency and the Contractor mutually agree on _____, 2024, as follows:

1. CONTRACT DOCUMENTS

This Contract consists of the contract documents as defined in Subsection 1-2 of the Ventura County Standard Specifications, which include the following documents and represents the complete agreement between Agency and Contractor:

- (a) Proposal.
- (b) Notice Inviting Bids.
- (c) Plans and Specifications identified by Specification No. DOA 23-04.
- (d) Addendum No. 1 dated November 13, 2023.
- (e) Addendum No. 2 dated November 14, 2023.
- (f) Addendum No. 3 dated November 20, 2023.
- (g) Board of Supervisors action of March 26, 2024, Agenda Item No.____, delegating authority to the Director of Airports to award and execute the Contract, which is on file with the Clerk of the Board.
- (h) Performance and Payment Bonds as defined in Subsection 2-4 of the Specifications.
- (i) Prevailing Wage determinations.
- (j) Certificate/Proof of Insurance
- (k) Copy of appropriate Contractor’s License

2. DESCRIPTION OF WORK

The Contractor shall perform and complete in strict conformity with this Contract the work as described and shown in the contract documents, consisting generally of:

Schedule I – Runway 8-26 and Taxiway A Pavement Improvements

Base Bid: Improvements to the runway include rehabilitation of the damaged keel (centerline) portion of the Runway 8/26 asphalt pavement by milling and removing approximately 3-inches of the existing asphalt surface course and overlaying with a new asphalt surface course. Two areas of Taxiway A will also be removed and replaced with new asphalt pavement sections. Temporary and permanent runway and taxiway pavement markings will be placed upon completion of the asphalt overlay.

Schedule II – Pavement Marking Improvements

Base Bid: Sections of existing pavement markings will be obliterated along Taxiway F, Taxilane G1, and the Northeast Hangar Taxilane and replaced with temporary and permanent pavement markings.

CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS’ STATE LICENSE BOARD. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR, CONTRACTORS’ STATE LICENSE BOARD, P.O. BOX 26000, SACRAMENTO, CALIFORNIA, 95826

CONTRACTORS ARE REQUIRED TO BE REGISTERED WITH THE DEPARTMENT OF INDUSTRIAL RELATIONS PURSUANT TO LABOR CODE, SECTION 1725.5 AS A PREREQUISITE TO BEING AWARDED A CONTRACT.

CONTRACTORS AND SUBCONTRACTORS MUST FURNISH COPIES OF ELECTRONIC CERTIFIED PAYROLL RECORDS DIRECTLY TO THE LABOR COMMISSIONER (aka DIVISION OF LABOR STANDARDS ENFORCEMENT).

3. **CONTRACT PRICE**

The contract price, which is the amount which Contractor shall accept as full payment for the work above agreed to be done, are the amounts determined in accordance with the contract documents for the prices stated for lump sum items completed plus the total number of each of the units of work completed at the unit prices stated. The prices named in the proposal form are as follows:

**BID SCHEDULE (SCHEDULE OF WORK PRICES)
CAMARILLO AIRPORT – RUNWAY CENTERLINE AND TAXIWAY “A” IMPROVEMENTS**

Schedule I: Runway 8-26 and Taxiway A Pavement Improvements				Granite Construction Company	
Item No.	Description	Estimated Quantity	Unit	Unit Cost	Total Cost
C-100a	Contractor Quality Control Program (CQCP)	1	LS	\$180,000.00	\$ 180,000.00
C-105a	Mobilization (10% Maximum)	1	LS	\$270,000.00	\$ 270,000.00
SP-102a	Compliance with Pollution, Erosion, and Siltation Control	1	LS	\$160,000.00	\$ 160,000.00
P-101a	Demolish Asphalt Pavement	5,700	SY	\$20.00	\$ 114,000.00
P-101b	Cold Mill (3.0 Inches Nominal Depth)	6,000	SY	\$15.00	\$ 90,000.00
P-152a	Unclassified Excavation	2,900	CY	\$86.00	\$ 249,400.00
26-1.04a	Crushed Aggregate Base	3,100	CY	\$145.00	\$ 449,500.00

	Course (1-1/2 In Max, Class 2)				
26-1.04b	Geogrid	11,300	SY	\$11.00	\$ 124,300.00
39-3.05Da	Asphalt Surface Course (PG 64-10)	3,500	TON	\$302.00	\$ 1,057,000.00
39-3.05Db	Tack Coat	2,300	GAL	\$15.00	\$ 34,500.00
P-620a	Pavement Markings, Yellow, Initial Application	1,500	SF	\$2.95	\$ 4,425.00
P-620b	Pavement Markings, Yellow, with Reflective Media, Final Application	1,500	SF	\$2.95	\$ 4,425.00
P-620c	Pavement Markings, White, Initial Application	11,000	SF	\$2.95	\$ 32,450.00
P-620d	Pavement Markings, White, with Reflective Media, Final Application	18,000	SF	\$2.95	\$ 53,100.00
P-620e	Pavement Markings, Black, Single Application	8,000	SF	\$2.45	\$ 19,600.00
CVSS DOA 9-4	Execution of Release on Contract	1	LS	\$1.00	\$ 1.00
TOTAL SCHEDULE I					\$ 2,842,701.00

Schedule II: Pavement Marking Improvements				Granite Construction Company	
C-105a	Mobilization (10% Maximum)	1	LS	\$15,000.00	\$ 15,000.00
P-620a	Pavement Markings, Yellow, Initial Application	3,500	SF	\$2.95	\$ 10,325.00
P-620b	Pavement Markings, Yellow, with Reflective Media, Final Application	18,900	SF	\$2.95	\$ 55,755.00
P-620c	Pavement Markings, White, Initial Application	80	SF	\$2.95	\$ 236.00
P-620d	Pavement Markings, White, with Reflective Media, Final Application	80	SF	\$2.95	\$ 236.00

P-620e	Pavement Markings, Black, Single Application	14,000	SF	\$2.45	\$ 34,300.00
P-620f	Surface Preparation (Obliteration)	2,400	SF	\$6.55	\$ 15,720.00
P-620g	Pavement Markings, Green, Initial Application	3,200	SF	\$3.30	\$ 10,560.00
P-620h	Pavement Markings, Green, Final Application	3,200	SF	\$3.30	\$ 10,560.00
TOTAL SCHEDULE II					\$ 152,692.00
TOTAL PROJECT COST					\$2,995,393

4. CONTRACT TIME

Per Item SP-107 of the contract specifications, an Agency-approved schedule will be required prior to issuing a Notice to Proceed for the Construction Element. The estimated schedule for the Notices to Proceed are:

County Issue of NTP for Preconstruction Mobilization: April 2024
 County Issue of NTP for Mobilization Schedule I Construction: April, 2024

A summary of contract time is divided as follows:

Schedule I – Reconstruction of Taxiway F (Taxiway A)

Schedule I	Phase 1	8 Calendar Days
Schedule I	Phase 2	5 Calendar Days
Schedule I	Phase 3	5 Calendar Days
Schedule II	Phase 4	1 Calendar Day
Schedule II	Phase 5	4 Calendar Days
Schedule II	Phase 6	3 Calendar Days
Schedule II	Phase 7	4 Calendar Days
Total Construction Time		35 Calendar Days

The overall time for completion of Schedule I work is EIGHTEEN (18) calendar days. The overall time for completion of Schedule II work is SEVENTEEN (17) calendar days. The total number of calendar days is THIRTY-FIVE (35) calendar days.

Note: Holidays, Suspensions of Time, Working Days, Weather Days, cure periods, etc. as outlined in the contract documents (see Paragraph 1) may extend the project completion date.

5. LIQUIDATED DAMAGES

Liquated damages are per the table below:

SCHEDULE	PHASE	LIQUIDATED DAMAGES	ALLOWED CONSTRUCTION TIME
Schedule I	Phase 1	\$5,800/calendar day(s) for days beyond the day count which consists of \$2,500/calendar day(s) for non- use, \$1,700/calendar day(s) for Construction Manager, and \$1,600/calendar day(s) for Resident Engineer. Costs of subconsultants to the Engineer will also be included in the liquidated damages.	8 Calendar Nights
Schedule I	Phase 2	\$500.00/15 minutes for runway night closures which consists of time for the Airport Staff, Construction Manager, Resident Engineer, and non-use for the Night Closures. \$5,800/calendar day(s) for days beyond the day count which consists of \$2,500/calendar day(s) for non-use, \$1,700/calendar day(s) for Construction Manager, and \$1,600/calendar day(s) for Resident Engineer. Costs of subconsultants to the Engineer will also be included in the liquidated damages	5 Calendar Nights

Schedule I	Phase 3	\$500.00/15 minutes for runway night closures which consists of time for the Airport Staff, Construction Manager, Resident Engineer, and non-use for the Night Closures. \$5,800/calendar day(s) for days beyond the day count which consists of \$2,500/calendar day(s) for non-use, \$1,700/calendar day(s) for Construction Manager, and \$1,600/calendar day(s) for Resident Engineer. Costs of subconsultants to the Engineer will also be included in the liquidated damages.	5 Calendar Nights
Schedule I	Phase 4	\$5,800/calendar day(s) for days beyond the day count which consists of \$2,500/calendar day(s) for non-use, \$1,700/calendar day(s) for Construction Manager, and \$1,600/calendar day(s) for Resident Engineer. Costs of subconsultants to the Engineer will also be included in the liquidated damages.	1 Calendar Night (Concurrent to Schedule I, Phase 1)
Schedule I	Phase 5	\$5,800/calendar day(s) for days beyond the day count which consists of \$2,500/calendar day(s) for non-use, \$1,700/calendar day(s) for Construction Manager, and \$1,600/calendar day(s) for Resident Engineer. Costs of subconsultants to the Engineer will also be included in the liquidated damages.	4 Calendar Nights

Schedule I	Phase 6	\$5,800/calendar day(s) for days beyond the day count which consists of \$2,500/calendar day(s) for non-use, \$1,700/calendar day(s) for Construction Manager, and \$1,600/calendar day(s) for Resident Engineer. Costs of subconsultants to the Engineer will also be included in the liquidated damages.	3 Calendar Nights
Schedule I	Phase 7	\$5,800/calendar day(s) for days beyond the day count which consists of \$2,500/calendar day(s) for non- use, \$1,700/calendar day(s) for Construction Manager, and \$1,600/calendar day(s) for Resident Engineer. Costs of subconsultants to the Engineer will also be included in the liquidated damages.	4 Calendar Nights

Camarillo Airport – RUNWAY CENTERLINE AND TAXIWAY “A” IMPROVEMENTS
SPECIFICATION No.: DOA 23-04; PROJECT No.: CAM-239

IN WITNESS WHEREOF, the parties hereto have executed this agreement.

Type of Contractor’s organization _____
(Corp./Partnership/Individual)

List names of all persons who have authority to bind firm (at least one name must be listed):

PLEASE FILL OUT THE FOLLOWING AND EXECUTE
(NOTE: If Corporation, Signatures of two Corporate Officers required.)

Name of President of Corporation _____

Name of Secretary of Corporation _____

Corporation is organized under the laws of State of _____

Firm Name _____

Signature _____

Title of Office _____

Signature _____

Title of Office

Address

Contractor’s License Class & No. _____

(Corporate Seal)

License Exp. Date _____

Taxpayer I.D. No. _____

County of Ventura Agency

By

Director of Airports

Camarillo Airport – RUNWAY CENTERLINE AND TAXIWAY “A” IMPROVEMENTS

SPECIFICATION No.: DOA 23-04; PROJECT No.: CAM-239

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS**

CONTRACTOR’S CERTIFICATION

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker’s compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

Contractor’s Name

By _____

Title _____

EXHIBIT 4 - LOCATION MAP

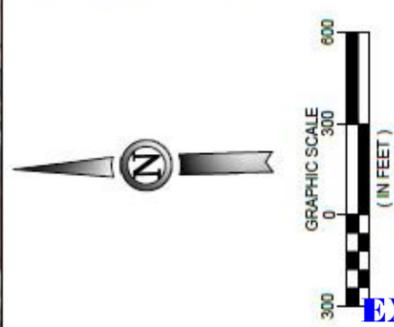
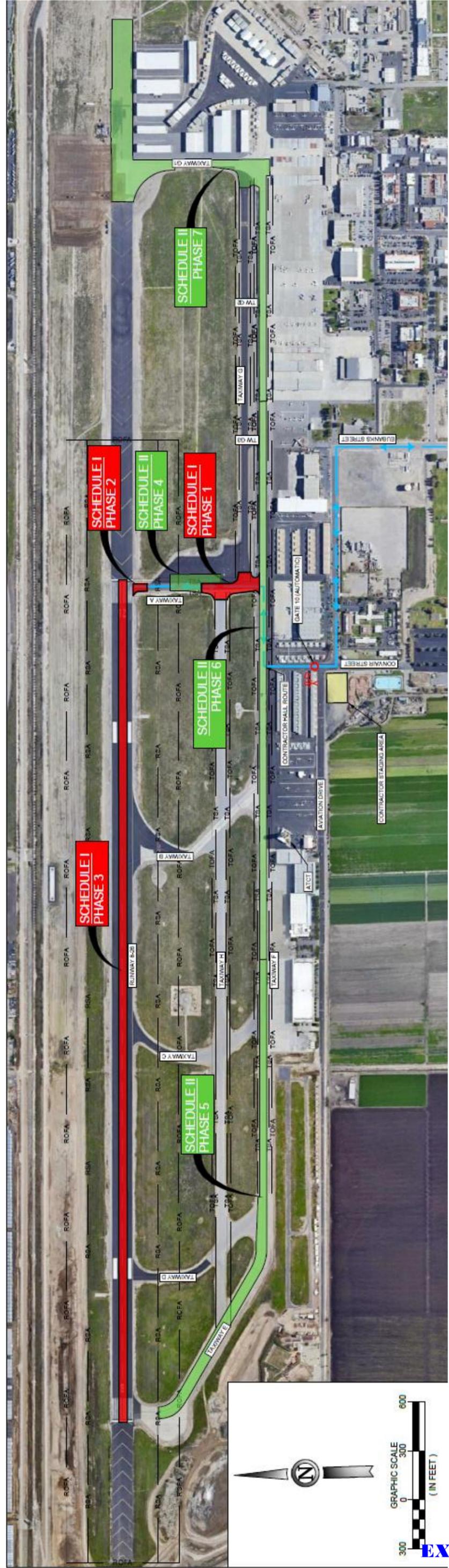


EXHIBIT 4

FY 2023 PROJECTS

- 1. RUNWAY 8-26 AND TAXIWAY A PAVEMENT IMPROVEMENTS – SCHEDULE 1
- 2. RUNWAY 8-26 AND TAXIWAY A PAVEMENT IMPROVEMENTS – SCHEDULE 2



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

CAMARILLO AIRPORT
 CAMARILLO, CA
 ACIP - FEDERAL FISCAL YEAR 2023

DATE: February 29, 2024

SHEET 1 OF 1

CAMARILLO AIRPORT

County of Ventura - Camarillo, California

VENTURA COUNTY SPECIFICATION NO. DOA 23-04, VENTURA COUNTY PROJECT NO. CMA-239

BID OPENING

DATE: November 30, 2023

TIME: 10:00 A.M. (LOCAL TIME)

Schedule I: Runway 8-26 and Taxiway A Pavement Improvements

Schedule II: Pavement Marking Improvements

	Engineer's Estimate	Granite Construction Company		
Contract Proposal (Bid)	√	√		
Bid Bond	√	√		
Contractor Information	√	√		
Subcontractor/Material Supplier List	√	√		
Non-Collusion Affidavit	√	√		
Public Contract Code Sections 10285.1, 10162, and 10232	√	√		
Drug-Free Workplace Certification	√	√		
Contractor's Statement of Qualifications	√	√		
Bid Proposal	√	√		
Addendum No. 1	√	√		
Addendum No. 2	√	√		
Addendum No. 3	√	√		
Schedule I	\$ 2,006,681.00	\$ 2,842,701.00	\$ -	\$ -
Schedule II	\$ 152,870.00	\$ 152,692.00	\$ -	\$ -
Total Cost	\$ 2,159,551.00	\$ 2,995,393.00	\$ -	\$ -
Total Engineer's Estimate Percentage Difference				38.70%

Schedule II: Runway 4-26 and Taxiway A Pavement Improvements				Engineer's Estimate		Granite Construction Company					
Item No.	Description	Estimated Quantity	Unit	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
C-100a	Contractor Quality Control Program (CQC/C)	1	L.S.	\$100,000.00	\$ 100,000.00	\$100,000.00	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -
C-105	Mobilization (10% Maximum)	1	L.S.	\$182,400.00	\$ 182,400.00	\$270,000.00	\$ 270,000.00	\$ -	\$ -	\$ -	\$ -
RP-102a	Compliance with Pollution, Emission, and Safety Control	1	L.S.	\$25,000.00	\$ 25,000.00	\$100,000.00	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -
P-101a	Densolok Asphalt Pavement	5,700	SS	\$10.00	\$ 57,000.00	\$20.00	\$ 114,000.00	\$ -	\$ -	\$ -	\$ -
P-101b	Cold Mill 0.0 Inches Nominal Depth	6,000	SY	\$20.00	\$ 120,000.00	\$15.00	\$ 90,000.00	\$ -	\$ -	\$ -	\$ -
P-102a	Unbound Aggregate Base	2,000	CY	\$50.00	\$ 100,000.00	\$86.00	\$ 172,000.00	\$ -	\$ -	\$ -	\$ -
20-104a	Graded Aggregate Base Course (1-1/2 Inch Max. Class 2)	3,000	CY	\$140.00	\$ 420,000.00	\$145.00	\$ 435,000.00	\$ -	\$ -	\$ -	\$ -
20-104b	Geogrid	11,000	SS	\$5.00	\$ 55,000.00	\$11.00	\$ 121,000.00	\$ -	\$ -	\$ -	\$ -
30-302a	Asphalt Surface Course (PG 64-10)	5,500	TON	\$235.00	\$ 1,292,500.00	\$302.00	\$ 1,661,000.00	\$ -	\$ -	\$ -	\$ -
30-302b	Task Cost	5,500	GAU	\$5.00	\$ 27,500.00	\$18.00	\$ 99,000.00	\$ -	\$ -	\$ -	\$ -
P-620a	Pavement Markings, Yellow, Initial Application	1,500	SP	\$4.00	\$ 6,000.00	\$2.95	\$ 4,425.00	\$ -	\$ -	\$ -	\$ -
P-620b	Pavement Markings, Yellow, with Reflective Media, Final Application	1,500	SP	\$2.50	\$ 3,750.00	\$2.95	\$ 4,425.00	\$ -	\$ -	\$ -	\$ -
P-620c	Pavement Markings, White, Initial Application	11,000	SP	\$4.00	\$ 44,000.00	\$2.95	\$ 32,450.00	\$ -	\$ -	\$ -	\$ -
P-620d	Pavement Markings, White, with Reflective Media, Final Application	10,000	SP	\$2.50	\$ 25,000.00	\$2.95	\$ 29,500.00	\$ -	\$ -	\$ -	\$ -
P-620e	Pavement Markings, Black, Single Application	8,000	SP	\$3.00	\$ 24,000.00	\$2.45	\$ 19,600.00	\$ -	\$ -	\$ -	\$ -
CVSS DOA 9.4	Execution of Release on Contract	1	L.S.	\$1.00	\$ 1.00	\$1.00	\$ 1.00	\$ -	\$ -	\$ -	\$ -
TOTAL SCHEDULE II					\$ 2,006,001.00		\$ 2,842,701.00	\$ -	\$ -	\$ -	\$ -
Engineer's Estimate Percentage Difference						N/A					

Schedule II: Pavement Marking Improvements				Engineer's Estimate		Granite Construction Company					
Item No.	Description	Estimated Quantity	Unit	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
C-105a	Mobilization (10% Maximum)	1	L.S.	\$13,000.00	\$ 13,000.00	\$13,000.00	\$ 13,000.00	\$ -	\$ -	\$ -	\$ -
P-620a	Pavement Markings, Yellow, Initial Application	3,800	SP	\$4.00	\$ 15,200.00	\$2.95	\$ 11,320.00	\$ -	\$ -	\$ -	\$ -
P-620b	Pavement Markings, Yellow, with Reflective Media, Final Application	18,000	SP	\$2.50	\$ 45,000.00	\$2.95	\$ 53,100.00	\$ -	\$ -	\$ -	\$ -
P-620c	Pavement Markings, White, Initial Application	80	SP	\$4.00	\$ 320.00	\$2.95	\$ 236.00	\$ -	\$ -	\$ -	\$ -
P-620d	Pavement Markings, White, with Reflective Media, Final Application	80	SP	\$2.50	\$ 200.00	\$2.95	\$ 236.00	\$ -	\$ -	\$ -	\$ -
P-620e	Pavement Markings, Black, Single Application	14,000	SP	\$1.00	\$ 14,000.00	\$2.45	\$ 34,300.00	\$ -	\$ -	\$ -	\$ -
P-620f	Surface Preparation (Abrasion)	2,400	SP	\$6.00	\$ 14,400.00	\$6.55	\$ 15,720.00	\$ -	\$ -	\$ -	\$ -
P-620g	Pavement Markings, Green, Initial Application	3,200	SP	\$4.00	\$ 12,800.00	\$3.30	\$ 10,560.00	\$ -	\$ -	\$ -	\$ -
P-620h	Pavement Markings, Green, Final Application	3,200	SP	\$2.50	\$ 8,000.00	\$3.30	\$ 10,560.00	\$ -	\$ -	\$ -	\$ -
TOTAL SCHEDULE II					\$ 112,870.00		\$ 152,692.00	\$ -	\$ -	\$ -	\$ -
Engineer's Estimate Percentage Difference						N/A					

By: *Ruth Fiedler*

Director of Airports

Dec 7, 2023

DATE

CMA-239 BID TAB 12.07.23 (002)

Final Audit Report

2023-12-07

Created:	2023-12-07
By:	Erin Powers (erin.powers@ventura.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7egSn1we1UuQHsdY27UK89T_56K0EwnN

"CMA-239 BID TAB 12.07.23 (002)" History

-  Document created by Erin Powers (erin.powers@ventura.org)
2023-12-07 - 10:59:55 PM GMT- IP address: 47.33.99.214
-  Document emailed to Keith Freitas (keith.freitas@ventura.org) for signature
2023-12-07 - 11:01:32 PM GMT
-  Email viewed by Keith Freitas (keith.freitas@ventura.org)
2023-12-07 - 11:07:48 PM GMT- IP address: 104.47.65.254
-  Document e-signed by Keith Freitas (keith.freitas@ventura.org)
Signature Date: 2023-12-07 - 11:08:17 PM GMT - Time Source: server- IP address: 73.189.76.173
-  Agreement completed.
2023-12-07 - 11:08:17 PM GMT



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>

April 11, 2024

Camarillo Airport Authority
 555 Airport Way, Ste. B
 Camarillo, CA 93010

Subject: Approval and Award of a Construction Administration Services Contract to Woolpert Company, in the Not to Exceed Amount of \$190,486 for the Runway 8-26 Centerline and Taxiway A Pavement Improvements at Camarillo Airport; Authorization for the Director of Airports, or His Designee, to Sign the Subject Contract

Recommendations:

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

1. Approve and award of a construction administration services contract (Exhibit 1) to Woolpert Company, in the not to exceed amount of \$190,486, for the Runway 8-26 Centerline and Taxiway A Pavement Improvements at Camarillo Airport; and
2. Authorize the Director of Airports, or his designee, to sign the subject contract.

Fiscal/Mandates Impact:

Mandatory: *No*
 Source of funding: Airport Enterprise Fund (AEF)
 Funding match required: None
 Impact on other departments: *None*

<u>Summary of Revenue and Project Costs</u>	<u>FY 2023/24</u>	<u>FY 2024/25</u>
Revenue:	\$ 0	\$ 0
Direct Costs	\$ 190,486	\$ 0
Net Costs – Airport Enterprise Fund	<u>\$ 190,486</u>	<u>\$ 0</u>

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	\$ 28,782,666	\$ 8,577,137	\$ 20,205,529
Revenue	17,595,436	17,595,436	2,729,837	(14,865,599)
Net Cost	\$ 1,971,415	\$ 11,187,230	\$ 5,847,300	\$ 5,339,930

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

*Includes interest and capital assets.

The estimated total fiscal impact, including all phases of design and construction, are as follows:

	<u>Costs</u>
Engineering & Environ./Design:	\$ 190,194
Construction:	2,995,393
Construction Administration**:	190,486
Project Administration:	52,063
Total	<u>\$ 3,428,136</u>
Cost to Airport Enterprise Fund	<u>\$ 3,428,136</u>

***This award of contract only references the construction administration services contract.*

Strategic Priority:

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

Discussion:

Woolpert Company (formerly Jviation), was selected through a request for qualifications selection process in December 2020 as the Airports Consultant for a five (5) year term, which complies with the guidelines of the Federal Aviation Administration (FAA) Advisory Circular 150/51000-14D, and in accordance with the consultant selection process adopted by your Board on November 3, 1998. Although Woolpert was selected as the Airport’s Consultant for a five (5) year term, each contract awarded during that period must be negotiated individually. Those contracts exceeding \$200,000 must be approved and awarded by the Board of Supervisors.

This contract is for construction administration services for repairs and improvements at the Camarillo Airport which are needed to maintain critical airfield pavements, including pavement markings. Typical construction administration services include on-site construction oversight, inspection, materials testing, record drawings, certified payroll review, Storm Water Pollution Prevention Plan monitoring and reporting as well as other additional services needed for project completion.

The project includes a base bid with two schedules of work; the first schedule is focused on runway and Taxiway A pavement repairs and the second schedule is focused on airfield pavement markings. (Location Map, Exhibit 2).

Runway 8-26 Centerline and Taxiway A Pavement Improvements

Base Bid Schedule I – Runway 8-26 and Taxiway A Pavement Improvements:

Improvements to the runway include rehabilitation of the damaged keel (centerline) portion of the Runway 8-26 asphalt pavement by milling and removing approximately 3-inches of the existing asphalt surface course and overlaying with a new asphalt surface course. Two areas of Taxiway A will also be removed and replaced with new asphalt pavement sections. Temporary and permanent runway and taxiway pavement markings will be placed upon completion of the asphalt overlay.

Base Bid Schedule II – Pavement Marking Improvements:

Sections of existing pavement markings will be obliterated along Taxiway F, Taxilane G1, and the Northeast Hangar Taxilane and replaced with temporary and permanent pavement markings.

This project is categorically exempt under the California Environmental Quality Act. The Board of Supervisors is being asked to make the required finding in the accompanying letter for award of the construction contract to Granite Construction.

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 – Contract
- Exhibit 2 – Location Map

**CONSULTING SERVICES CONTRACT
AEA No. 24-06
Camarillo Airport – CONSTRUCTION ADMINISTRATION SERVICES FOR
RUNWAY 8-26 CENTERLINE & TAXIWAY A PAVEMENT IMPROVEMENTS**

This is a Contract, made and entered into this March ____, 2024, by and between the COUNTY OF VENTURA, (COUNTY), and WOOLPERT COMPANY, 720 South Colorado Boulevard, Suite 1200-S Glendale, CO 80246 (CONSULTANT).

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

The parties hereto agree as follows:

1. COUNTY hereby retains CONSULTANT to perform services as provided in the "Scope of Work and Services", attached hereto as "Exhibit A", and the "County of Ventura, Public Works Agency, Consultant's Guide to Ventura County Procedures" as amended, which is on file with the County of Ventura, Public Works Agency, and which by reference is made a part hereof. This Contract shall take precedence over the Guide in case of conflicting provisions, otherwise they shall be interpreted together.
2. All work under this Contract, and any portion thereof separately identified, shall be completed within the time provided in the "Time Schedule", attached hereto as "Exhibit B". COUNTY shall issue a suspension of the contract time whenever CONSULTANT is delayed by action or inaction of COUNTY and CONSULTANT promptly notifies COUNTY of such delays.
3. Payment shall be made monthly, within 30 days from when the COUNTY receives an invoice along with a COUNTY claim form, or 10 business/working days from when the Auditor-Controller's office receives the invoice and COUNTY claim form, in accordance with the "Fees and Payment", attached hereto as "Exhibit C".
4. COUNTY, Federal Aviation Administration (FAA), Comptroller General of the United States 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. 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

EXHIBIT I

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.

6. This Contract is for the professional services of CONSULTANT and is non-assignable by CONSULTANT without prior consent by COUNTY in writing except that CONSULTANT may assign money due or which will accrue to CONSULTANT under this Contract. If given written notice, COUNTY will recognize such assignment to the extent permitted by law, but any assignment of money shall be subject to all proper setoffs and withholdings in favor of the COUNTY and to all deductions provided for in this Contract. All money withheld, whether assigned or not, shall be subject to being used by COUNTY for completion of the work, should the Contract be in default. Such professional services shall be actually performed by, or shall be immediately supervised by a Vice President of CONSULTANT.

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

7. 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.
8. 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.
9. CONSULTANT is authorized to place the following statement on the drawings or specifications prepared pursuant to this Contract:

"This drawing (or These specifications), including the designs incorporated herein, is (are) an instrument of professional service prepared for use in connection with the project identified hereon under the conditions existing on date. Any use, in whole or in part, for any other project without written authorization of JVIATION, shall be at user's sole risk."

10. 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.

11. This Contract is funded in part by a Federal Aviation Administration (FAA), Airport Improvement Program (AIP) grant. Personnel performing services in the field during construction are required in accordance with Section 1770 et. seq. of the California Labor Code and the Code of Federal Regulations (Davis-Bacon Act) to be paid the higher of determinations of the general prevailing wages for various classes of workers in Ventura County as made by the California Director of Industrial Relations or the U.S. Secretary of Labor.

12. CONSULTANT shall defend, indemnify and hold harmless COUNTY, including the COUNTY's boards, agencies, departments, officers, employees and agents (collectively "Indemnitee"), against any and all claims, lawsuits, judgments, debts, demands or liabilities that arise out of, pertain to, or relate to the CONSULTANT's negligence, recklessness or willful misconduct in the performance of this Contract.

13. Insurance Requirements

a. Without limiting CONSULTANT's duty to indemnify and defend COUNTY as required herein, CONSULTANT shall, at CONSULTANT'S sole cost and expense and throughout the term of this Contract and any extensions thereof, carry one or more insurance policies that provide the following minimum coverage:

- 1) Commercial General Liability insurance shall provide a minimum of \$1,000,000 coverage for each occurrence and \$2,000,000 aggregate coverage.
- 2) Automobile Liability insurance shall provide a minimum of either a combined single limit of \$300,000 for each accident or all of the following: \$100,000 bodily injury per person, \$300,000 bodily injury per accident and \$50,000 property damage
- 3) Worker's Compensation insurance in full compliance with California law for all employees of CONSULTANT in the minimum amount of \$500,000.
- 4) Professional Liability (Errors and Omissions) insurance shall provide a minimum of \$1,000,000 coverage for each occurrence or \$2,000,000 in annual aggregate coverage.

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

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

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

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

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

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

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

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

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

Project Coordinator
Director of Airports (Director)

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

CONSULTANT: WOOLPERT COMPANY

Taxpayer No.: _____

Dated: _____

Print Name and Title

Dated: _____

Print Name and Title

COUNTY: County of Ventura

Dated: _____

Keith Freitas, Director of Airports

EXHIBIT A

**Scope of Services
Camarillo Airport - Construction Administration Services
Runway 8-26 & Taxiway A Pavement Improvements**

I. PROJECT DESCRIPTION

This project shall consist of Construction Administration, Post-Construction Coordination, and On-Site Construction Coordination, for the Runway 8-26 & Taxiway A Pavement Improvements Project. This scope of work is for the consulting services provided by the Consultant for the County. See Exhibit No. 1, 2, and 3 below for the project location.

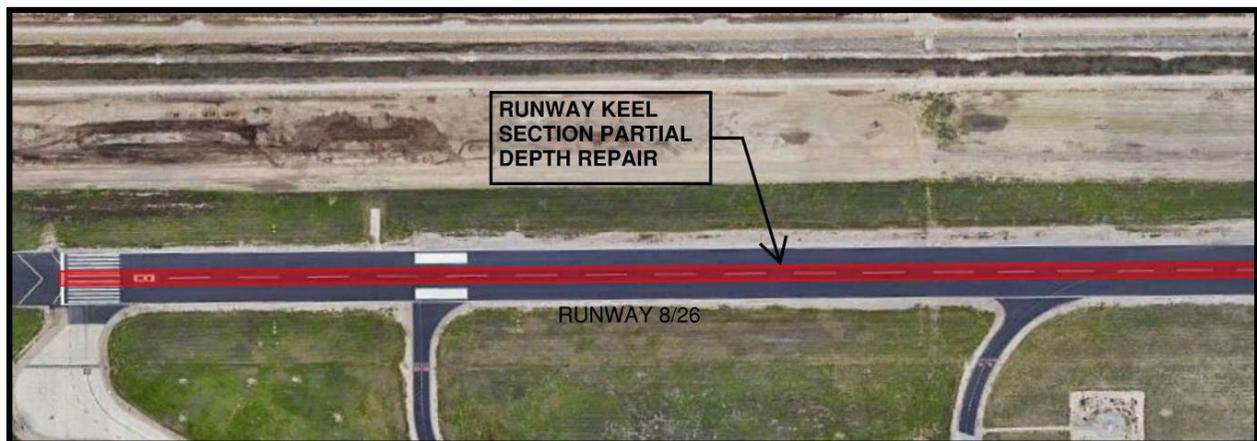


EXHIBIT NO. 1: Runway 8 Repair Area

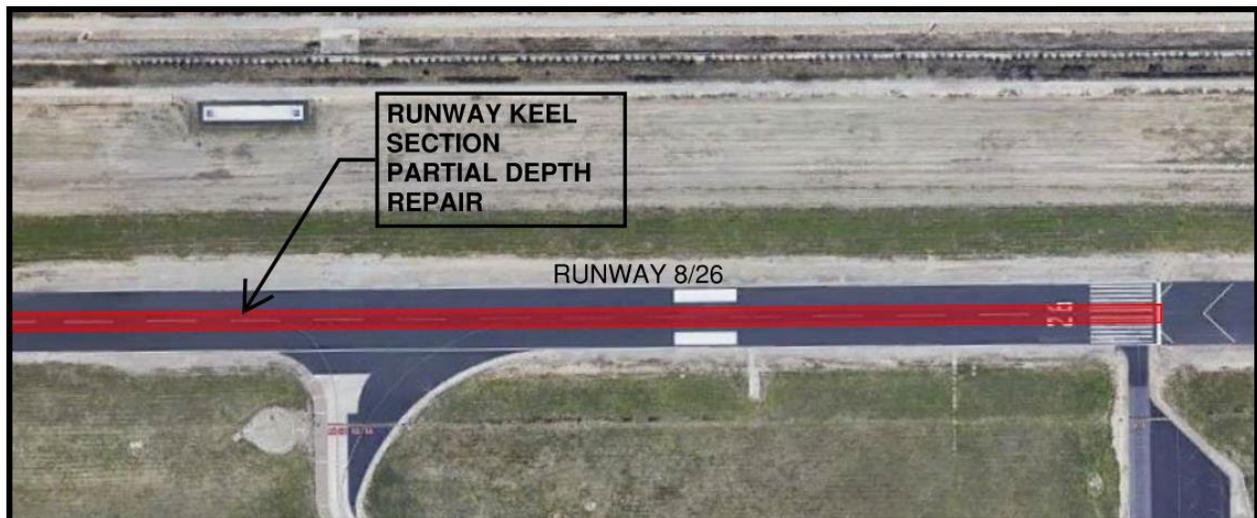


EXHIBIT NO. 2: Runway 26 Repair Area



EXHIBIT NO. 3: Taxiway A Reconstruction Areas

This project shall consist of rehabilitation of the damaged keel (centerline) portion, approximately 8-foot wide, of the Runway 8/26 asphalt pavement by milling and removing approximately 3-inches of the existing asphalt surface course and overlaying with a new Hot Mix Asphalt (HMA) surface course. Temporary and permanent runway and taxiway pavement markings will be placed upon completion of the asphalt overlay. Because the Runway 8/26 pavement does not include a crown, the asphalt overlay will be designed to match existing grades on both sides. Two areas of Taxiway A will also be removed and replaced with new asphalt pavement sections. The pavement section will match the pavement section installed by previous projects and that are adjacent to the areas of reconstruction included with this project. Sections of existing pavement markings will be obliterated along Taxiway F, Taxilane G1, and the Northeast Hangar Taxilane and replaced with temporary and permanent pavement markings.

The engineering fees for this project will be categorized under, **Basic Services**, which includes; 4) Construction Administration Phase, 5) Post-Construction Coordination Phase, and 6) On-Site Construction Coordination Phase or Field Engineering, and Reimbursable Costs During Construction. Additional services that will be completed by subconsultants to the Consultant, including quality assurance testing during construction will also be included under Basic Services. Basic Services and the associated subphases are described in more detail below.

II. SCOPE OF SERVICES

The Scope of Services to be provided by CONSULTANT is detailed in the following Tasks. **BASIC SERVICES** Construction Administration Phase, Post-Construction Coordination Phase (invoiced on a lump sum basis), and On-Site Construction Coordination Phase (invoiced on a cost plus fixed fee basis). Also included are direct subcontract costs for quality assurance testing during construction.

4.0 Construction Administration Phase

4.01 Prepare Project Scope of Work and Coordinate Contract. This task includes establishing the scope of work. Fees shall be negotiated with the County and may be subject to an independent fee estimate conducted by a third party hired by the County. This task also includes coordination with the County on the contract for this project.

4.02 Prepare Construction Contract and Documents. In agreement with the County, the Consultant shall prepare the Notice of Award and Notice to Proceed, including bonds and insurance documents, which will be updated to include all addenda items issued during bidding, for the County's approval and signatures. Copies will be submitted to the successful Contractor for their signatures.

The Consultant will ensure the construction contracts are in order, the bonds have been completed, and the Contractor has been provided with adequate copies of the Construction Plans, Specifications, and Contract Documents, which will be updated to include all addenda items issued during bidding.

4.03 Provide Project Coordination. The Consultant shall provide project management and coordination services to ensure the completion of all construction management tasks required of the Consultant. These duties include:

- Time the Consultant spends planning, organizing, securing, and scheduling resources, and providing instruction to staff to meet project objectives as defined in the approved scope of work.
- Additional items to be accomplished include compiling and sending additional information requested from the office to related parties, maintaining project files as necessary and other items necessary in day-to-day project coordination, including responding to and distribution of Requests for Information (RFI).
- The Project Manager will review progress reports weekly and monthly.
- Assist with change orders and supplemental agreements as necessary. All change orders and supplemental agreements will be coordinated with the County prior to execution. All change orders and supplemental agreements will be prepared in accordance with the County's forms.
- Senior construction management staff will consult with and provide guidance to the on-site Construction Manager regarding unique project elements; material quality, production, and/or placement issues; Storm Water Pollution Prevention Plan violations and issues; and any other difficulties encountered during construction.
- Clerical staff shall prepare the quantity sheets, testing sheets, construction report format, etc.
- Office engineering staff, CAD personnel and clerical staff shall be required to assist the Field Personnel as necessary during construction. Specific tasks to be accomplished include providing secondary engineering opinions on issues arising during construction, maintaining project files as necessary and various other tasks necessary in the day-to-day operations.
- The Consultant will prepare and submit monthly invoicing.

The Consultant will complete the following tasks:

- Provide the County with a monthly Project Status Report (PSR), in writing, reporting on Consultant's progress and any problems that may arise while performing the work. The PSR must

include an update of the project schedule, as described in this section, when schedule changes are expected.

4.04 Review Environmental Documentation. This task includes the review of the overall environmental exhibit in relation to final construction documents as well as coordination throughout construction to ensure environmental commitments are maintained and environmental resources are protected.

4.05 Coordinate Quality Assurance Testing. This task includes preparing the requirements for quality assurance testing. Negotiating with the quality assurance firm for a cost to perform the work is also included in this task.

4.06 Assist with FAA Safety Risk Management. The Consultant will assist the County at the FAA Safety Risk Management (SRM) meetings. The Consultant will assist with developing, reviewing and determining final recommendations for potential safety risks associated with the project. The Consultant will also assist with the close-out of the SRM report, including updating the plans and contract documents as determined necessary through the SRM process.

4.07 Prepare/Conduct Pre-Construction Meeting. The Consultant will conduct a pre-construction meeting to review County requirements prior to the commencement of construction. It is anticipated that representatives of the Consultant will include the Project Manager, Deputy Project Manager, Construction Manager, and Senior Construction Manager. As a part of this meeting, the Consultant will also discuss the environmental plan sheet and environmental commitments. The meeting will be held at the airport and will include the County, Contractor, subcontractors, and airport tenants affected by the project. The pre-construction meeting will also include a discussion of quality assurance and quality control items required on the project.

4.08 Review Contractor’s Safety Plan Compliance Document. This task includes reviewing and providing comments on the Contractor’s Safety Plan Compliance Document (SPCD) as required per FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports During Construction*. The Consultant shall review to ensure that all applicable construction safety items are addressed and meet the requirements of AC 150/5370-2 (Current Edition) and the Contract’s Construction Safety and Phasing Plan (CSPP). The intent of the SPCD is to detail how the Contractor will comply with the CSPP. Following award of the project to the successful Contractor and prior to the issuance of the Notice to Proceed, the Consultant will review the SPCD, provide comments and ultimately approval of the document. It is anticipated that the document will require at least one re-submittal by the Contractor to address any missing information. The SPCD will be submitted to the Consultant for approval at least 14 days prior to the issuance of the Notice to Proceed to the Contractor. An approved copy of the SPCD shall be provided to the County.

4.09 Perform Site Visits During Construction. The Deputy Project Manager shall make on-site visits, as required, throughout the duration of the project. At this time, it is estimated that the Deputy Project Manager will make up to three site visits to the project.

TASK 4 DELIVERABLES	TO COUNTY
4.01 Construction SOW and Contract	✓
4.02 Notice of Award and Notice to Proceed	✓
4.02 Issue Construction Plans, Specifications, and Contract Documents	✓
4.03 Monthly Invoice and Monthly PSR	✓
4.03 Pay Request Review Documentation	✓
4.03 Weekly/Monthly Reports	✓
4.03 Quarterly Performance Reports	✓

4.03 Change Orders/Supplemental Agreements	✓
4.06 Assist with SRM Meeting Minutes and Documents	✓
4.07 Pre-Construction Agenda and Meeting Minutes	✓
4.08 Review and Approval of SPCD and Final SPCD	✓

TASK 4 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
4.06 FAA Safety Risk Management Meetings	<ul style="list-style-type: none"> • Camarillo, CA One (1) Deputy Project Manager and One (1) Construction Manager Assume one-day virtual meeting
4.07 Conduct Pre-Construction Meeting	<ul style="list-style-type: none"> • Camarillo, CA One (1) Project Manager, One (1) Deputy Project Manager, One (1) Construction Manager, and One (1) Senior Construction Manager Assume full day site visit (1 site visit) Assume travel from Denver, CO to Camarillo, CA with two (2) overnight stays for Project Manager
4.09 Perform Site Visits During Construction	<ul style="list-style-type: none"> • Camarillo, CA One (1) Deputy Project Manager Assume full day site visit (3 site visits)

5.0 Post-Construction Coordination Phase

5.01 Prepare Final Testing Report. The Consultant will submit the quality assurance testing summary report, which will include a narrative of tests taken, verification for minimum number of tests, discussion of problems and tests necessary, and a table including the actual number of tests taken for each specification item to the County for review and approval.

5.02 Prepare Clean-up Item List. The Consultant will ensure the Contractor has removed all construction equipment and construction debris from the airport, that all access points have been re-secured (fences repaired, gates closed and locked, keys returned, etc.), and the site is clean.

5.03 Conduct Final Inspection. The Consultant, along with the County, shall conduct the final inspection and prepare punch list items. The quality assurance testing summary report must be accepted by the County prior to final inspection.

5.04 Prepare Engineering Record Drawings. The Consultant will prepare the record drawings indicating modifications made during construction. The record drawings will be provided to the County electronically.

5.05 Summarize Project Costs. The Consultant will be required to obtain all administrative expenses, engineering fees and costs, testing costs, and construction costs associated with the project and assemble a total project summary. The summary will be analyzed with the associated project funding.

TASK 5 DELIVERABLES	TO COUNTY
5.01 Final Testing Report	✓
5.02 Clean-up List	✓
5.03 Punchlists	✓
5.04 Record Drawings	✓
5.05 Project Cost Summary	✓

TASK 5 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
5.03 Conduct Final Inspection	<ul style="list-style-type: none"> • Camarillo, CA One (1) Deputy Project Manager and One (1) Construction Manager Assume full day site visit (1 site visit)

6.0 On-Site Construction Coordination Phase

This phase will consist of providing one full-time Construction Manager. It shall be the responsibility of the Construction Manager to facilitate sufficient on-site construction coordination to ensure that the project is completed according to good construction practice and the Project Manager’s direction. It is estimated that it will take **28 calendar days** to complete construction of the project. Incidental travel costs, including vehicle usage, mileage, lodging, per diem, etc., are in addition to the engineering hours expended.

6.01 Provide Resident Engineering. The Construction Manager will work approximately **12 hours per day**. It is assumed that the Construction Manager will be able to complete all daily project documentation in the course of their shift and that total on-site inspection time is anticipated to be **28 calendar days**. It is assumed that the Contractor will work **six (6) days** a week during the construction period **resulting in 24 working days**.

The following tasks will be performed during the course of a typical day’s shift during construction:

- a. Review construction submittals, including shop drawings and materials proposed for use on the project, submitted by the Contractor for conformance with the project’s Contract Documents. Submittals will either be approved, conditionally approved, or rejected and returned to the Contractor for their records and/or to make changes or revisions. The Consultant will prepare and maintain a submittal register to log the submittals received. The submittal register will include information on the submitted items including date received, date returned, and action taken, and will be made available to the County and Contractor upon request.
- b. Review survey data and other construction tasks for general compliance with the construction documents.
- c. Coordinate, review, and provide a response to construction and general project Requests for Information (RFIs).
- d. Prepare and process change orders.
- e. Conduct employee interviews and review Contractor’s and subcontractor’s weekly payroll records as required by the State of California. As part of this effort, all payrolls must be reviewed and logged when received. A log identifying current status of reviews, and any action taken to correct noted discrepancies, will be provided for County review at time of Request for Reimbursement processing, as appropriate.
- f. Review quality control and quality assurance testing results for conformance with the project specifications.
- g. Maintain record of the progress of construction and review the quantity records with the Contractor on a periodic basis.
- h. Prepare the periodic cost estimates and review the quantities with the Contractor. The Consultant, County, and Contractor will resolve discrepancies or disagreements with the Contractor’s records. The periodic cost estimate will also include all other costs associated with the project (administrative costs, engineering, any miscellaneous costs). After compiling all costs, the Consultant will then submit the periodic cost estimate to the County for payment.
- i. Maintain daily logs of construction activities for the duration of time on site, including the Construction Project Daily Safety Inspection Checklist as required by the CSPP and SPCD.

- j. Verify that construction activities associated with restricted areas, roads, staging areas, stockpiles, borrow/waste areas, etc. are all remaining within the areas cleared under environmental documentation.
- k. Review payments to subcontractors and ensure timely payment of retainage to subcontractors when payment to the Contractor is made.

TASK 6 DELIVERABLES	TO COUNTY
6.01a Coordinate Submittal Reviews	✓
6.01c Coordinate RFIs	✓
6.01d Change Orders	✓
6.01e Payroll Reviews	✓
6.01f Quality Assurance/Quality Control Results Compilation	✓
6.01h Periodic Cost Estimates	✓

EX Reimbursable Costs During Construction. This section includes reimbursable items such as auto rental, mileage, lodging, per diem, travel and other miscellaneous costs incurred in order to complete **Part B – Special Services**. Sections 4 and 5 Reimbursables are invoiced on a lump sum basis and Section 6 Reimbursables are invoiced on a cost plus fixed fee basis.

Special Considerations

The following special considerations are required for this project, but will be completed by subconsultants to the Consultant. The cost for this work will be included in the engineering contract agreement with the County and the costs are in addition to the engineering fees outlined above.

Quality Assurance Testing. Quality assurance testing will be performed by an independent testing firm under the direct supervision of the Consultant. All quality assurance test summaries must be accepted by the County prior to final inspection. Certified materials technicians will perform the necessary material quality assurance testing for the following items, as detailed in the project specifications:

- CalTrans Section 26 Aggregate Bases
- CalTrans Section 39 Asphalt Concrete

Assumptions

The scope of services described previously, and the associated fees, are based on the following rates and assumed responsibilities of the Consultant and County.

1. For the purposes of estimating the amount of reimbursable expenses which will be incurred by the Consultant, the cost of mileage is calculated in accordance with the current IRS rate and per diem and lodging are calculated in accordance with applicable, current GSA rates. The actual amounts to be invoiced for mileage and per diem will be in accordance with the applicable, published IRS and GSA rates at the time of service and may vary from the rates used in the fee estimate. Lodging will be invoiced as an actual expense incurred.
2. It is anticipated there will be a minimum number of trips and site visits to the airport to facilitate the completion of the various phases listed in this scope. The number of trips, as well as the anticipated lengths and details of the trips, are included at the end of each phase above.

3. The County will provide existing mapping data including as-builts available for the project areas, aerial orthoimagery, subsurface conditions information such as prior geotechnical investigations in the project area and other available information in the possession of the County.
4. The County will coordinate with tenants as required to facilitate field evaluations and construction.
5. All engineering work will be performed using accepted engineering principles and practices and provide quality products that meet or exceed industry standards. Dimensional criteria will be in accordance with FAA AC 150/5300-13 (Current Edition), *Airport Design*, and related circulars. Construction specifications will be in accordance with FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*, and the Western Pacific Region's Regional Updates for Specifying Construction of Airports and related circulars. Project planning, design, and construction will further conform to all applicable standards, including all applicable current FAA Advisory Circulars and Orders required for use in state or local regulations and standards, as identified and relevant to an airfield design and construction project.
6. The Consultant will utilize the following plan standards for the project:
 - Plans will be prepared using the Consultant's standards, unless the County provides its own standards upon Notice to Proceed.
 - Plan elevations will be vertical datum NAVD 88 derived from the existing control network.
 - Plan coordinates will be based on horizontal datum NAD 83/2011 State Plane Coordinates derived from the existing control network.
 - All plans will be stamped and signed by a state-licensed Professional Engineer, or Professional Land Surveyor, as required.
 - Plans prepared by subconsultants will be prepared using the same base maps, the same coordinate systems and the same plan layout and format as plans prepared by the Consultant.
7. The Consultant will utilize the following assumptions when preparing the project manual for bidding and construction of the project:
 - The project manual Contract Documents will be developed jointly by the County and the Consultant.
 - The Consultant is responsible for developing the contents of the document and including the Front-End documents which will be supplied by the County.
 - County provisions and required contract language will be used.
8. The Consultant must maintain records of design analyses and calculations consistent with typical industry standards for a period of three years after the project is closed by the County.
9. Because the Consultant has no control over the cost of construction-related labor, materials, or equipment, the Consultant's opinions of probable construction costs will be made on the basis of experience and qualifications as a practitioner of his/her profession. The Consultant does not guarantee that proposals for construction, construction bids, or actual project construction costs will not vary from Consultant's estimates of construction cost.

An AC 150/5300-18B (or Current Edition) compliant survey is not required as a part of this project. No data will be submitted to Airports GIS (AGIS) through the Airport Data and Information Portal (ADIP).

Extra Services

The following items are not included under this agreement but will be considered as extra work:

- Redesign for the County’s convenience or due to changed conditions after previous alternate direction and/or approval.
- Submittals or deliverables in addition to those listed herein.
- If a project audit occurs, the Consultant is prepared to assist the County in gathering and preparing the required materials for the audit.
- Serving as an expert witness for the Owner in any litigation, surety claim, contractor bond activation, or other proceeding involving the project.
- Additional or extended services during construction made necessary by extension of contract time, non-concurrent work, or changes in the work.
- Legal, surety, or insurance support, coordination, and representation.

Extra Work will be as directed by the County in writing for an additional fee as agreed upon by the County and the Consultant.

END OF EXHIBIT A

EXHIBIT B

TIME SCHEDULE

1. Schedule

The CONSULTANT will complete all work called for under Tasks 4 and 6 on a schedule submitted by the Contractor and approved by the COUNTY. Construction is expected to begin no earlier than April 2024 and is anticipated to be completed by December 2024. Task 5 will be completed within one year of the Notice to Proceed for Construction.

2. Delays

Time during which the CONSULTANT is delayed by any public agency reviewing the Contract Documents, or by the COUNTY 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. The estimated review time between submittal phases is estimated to be a maximum of ten (10) working days.

END OF EXHIBIT B

EXHIBIT C
FEES and PAYMENT

1. FEES

- A. County shall Compensate Consultant for as specified in this Exhibit Exhibit A, Tasks 4 and 5 on a not to exceed maximum fee amount of \$XXX,XXX Dollars (\$XXX,XXX) for all work specified in Exhibit A, Tasks 4 and 5 using the fee schedule herein. This amount shall not be exceeded without written authorization from the COUNTY.
- B. County shall Compensate Consultant for all services specified in Exhibit A, Task 6 on a cost plus fixed fee basis amount of XXX,XXX Dollars (\$XXX,XXX). Payment shall be made based upon actual time and expenses as approved by the COUNTY based upon the rates in the Construction Administration Services Cost Breakdown included as Exhibit C-1.

2. PAYMENT

Payment will be made monthly on presentation of an invoice and supporting documentation (i.e. time sheets, reimbursables, etc.) to the Department of Airports for services actually performed against the Scope of Work and Services detailed in EXHIBIT "A" and as outlined under Fees above. Separate invoices are to be submitted for each Fee item. Payment will be processed within 30 days from receipt of the invoice and supporting documentation by the Department of Airports, or within 10 business/working days from receipt of the Department of Airports approved invoice by the Auditor-Controller's office.

Stage	Fee Allocation	
	80%	100%
Task 4: Construction Administration	\$78,280	\$97,850
Task 5: Post-Construction Coordination	\$18,288	\$22,860
Task 6: On-Site Construction Coordination (cost + fixed fee)	\$55,820	\$69,776
		\$190,485

END OF EXHIBIT C

EXHIBIT C-1
ADMINISTRATIVE FEE COST BREAKDOWN

EXHIBIT C-1
 ADMINISTRATIVE FEE COST BREAKDOWN

AEA 24-06
 CONTRACT



FEE BREAKDOWN

Labor Category	Total Hours	Billing Rate	Total Cost
4.0 Construction Administration Phase (Lump Sum)			
Practice Operations Leader	4 hrs. x	\$ 330.00 /hr = \$	1,320.00
Engineer Project Mgr IV	64 hrs. x	\$ 295.00 /hr = \$	18,880.00
Construction Manager IV	10 hrs. x	\$ 245.00 /hr = \$	2,450.00
Engineer in Training II	120 hrs. x	\$ 175.00 /hr = \$	21,000.00
Construction Manager II	20 hrs. x	\$ 180.00 /hr = \$	3,600.00
Engineer in Training II	12 hrs. x	\$ 175.00 /hr = \$	2,100.00
Project Coordinator II	16 hrs. x	\$ 145.00 /hr = \$	2,320.00
Billing Analyst Team Lead II	8 hrs. x	\$ 155.00 /hr = \$	1,240.00
Graphic Artist I	2 hrs. x	\$ 265.00 /hr = \$	530.00
Planner III	8 hrs. x	\$ 265.00 /hr = \$	530.00
SUBTOTAL	264 hrs.	SUBTOTAL \$	54,520.00
Reimbursables			
Auto Rental	2 Day x	\$ 130.00 /Day= \$	260.00
Lodging + Tax & Fees	2 Day x	\$ 210.00 /Day= \$	420.00
Per Diem	0 Day x	\$ 74.00 /Day= \$	
Travel & Airline Costs	1 Trip x	\$ 650.00 /Trip= \$	650.00
SUBTOTAL		SUBTOTAL \$	1,330.00
PHASE SUBTOTAL		\$	55,850.00

Labor Category	Total Hours	Billing Rate	Total Cost
5.0 Post Construction Coordination Phase (Lump Sum)			
Engineer Project Mgr IV	12 hrs. x	\$ 295.00 /hr = \$	3,540.00
Construction Manager IV	4 hrs. x	\$ 245.00 /hr = \$	980.00
Engineer in Training II	24 hrs. x	\$ 175.00 /hr = \$	4,200.00
Construction Manager II	48 hrs. x	\$ 180.00 /hr = \$	8,640.00
Engineer in Training II	8 hrs. x	\$ 175.00 /hr = \$	1,400.00
Engineering Techn III	24 hrs. x	\$ 160.00 /hr = \$	3,840.00
SUBTOTAL	120 hrs.	SUBTOTAL \$	22,600.00
Reimbursables			
Auto Rental	2 Day x	\$ 130.00 /Day= \$	260.00
Lodging + Tax & Fees	0 Day x	\$ 210.00 /Day= \$	
Per Diem	0 Day x	\$ 74.00 /Day= \$	
Travel & Airline Costs	0 Trip x	\$ 650.00 /Trip= \$	
SUBTOTAL		SUBTOTAL \$	260.00
PHASE SUBTOTAL		\$	22,860.00

Labor Category	Total Hours	Billing Rate	Total Cost
6.0 On-Site Construction Coordination Phase (Cost Plus Fixed Fee)			
Construction Manager II	288 hrs. x	\$ 53.00 /hr = \$	15,264.00
SUBTOTAL	288 hrs.	SUBTOTAL \$	15,264.00
Direct Labor Cost			
Overhead (% of Direct Labor Cost)		213.77% = \$	15,264.00
Total Labor Cost		= \$	32,629.85
Fixed Fee		= \$	47,893.85
			9,500.00
SUBTOTAL PHASE LABOR \$			57,393.85
Reimbursables			
Auto Rental	28 Day x	\$ 135.00 /Day= \$	3,780.00
Lodging + Tax & Fees	28 Day x	\$ 210.00 /Day= \$	5,880.00
Per Diem	28 Day x	\$ 74.00 /Day= \$	2,072.00
Travel & Airline Costs	1 Trip x	\$ 650.00 /Trip= \$	650.00
SUBTOTAL		SUBTOTAL \$	12,382.00
PHASE SUBTOTAL		\$	69,775.85

LABOR HOUR BREAKDOWN

TASK	Practice Operations Leader	Engineer Project Mgr IV	Construction Manager IV	Engineer in Training Manager II	Construction Manager II	Engineer in Training Manager II	Engineering Techn III	Project Coordinator II	Billing Analyst Team Lead II	Graphic Artist I	Planner III	Phase Item Costs
4.0 Construction Administration Phase (Lump Sum)												
4.01 Prepare Project Scope of Work and Coordinate Contract	Jason	2										
4.02 Prepare Construction Contract and Documents		4										
4.03 Provide Project Coordination		24		4	4	16		8		8		
4.04 Review Environmental Documentation						2					2	
4.05 Coordinate Quality Assurance Testing				4	8							
4.06 Assist with FAA Safety Risk Management			4		8							
4.07 Prepare/Conduct Pre-Construction Meeting		24		2	8							
4.08 Review Contractor's Safety Plan Compliance Document					2							
4.09 Perform Site Visits During Construction					24							
TOTALS	4	64	10	120	20	12	16	8	8	8	2	54,520.00

TASK	Engineer Project Mgr IV	Construction Manager IV	Engineer in Training Manager II	Construction Manager II	Engineering Techn III	Phase Item Costs
5.0 Post Construction Coordination Phase (Lump Sum)						
5.01 Prepare Final Testing Report	Matt	2				
5.02 Prepare Clean-up Item List	Mike	4				
5.03 Conduct Final Inspection	Amanda	4	4	8		
5.04 Prepare Engineering Record Drawings		4	4	8	24	
5.05 Summarize Project Costs		4	4	8		
TOTALS	12	4	24	48	24	22,860.00

TASK	Construction Manager II	Phase Item Costs
6.0 On-Site Construction Coordination Phase (Cost Plus Fixed Fee)		
Estimated Calendar Days from Scope of Work	28	
Estimated Working Days/Week from Scope of Work	6	
Total Days Scoped for Resident Engineering	24	
Estimated Hours/Day from Scope of Work	12	
Provide Resident Engineering	288	
TOTALS	288	15,264.00

	Contract Hours	Phase Fee	Reimbursable Costs	Total Cost
PART B - SPECIAL SERVICES (LUMP SUM)				
4.0 Construction Administration Phase (Lump Sum)	264	\$ 54,520.00	\$ 1,330.00	\$ 55,850.00
5.0 Post Construction Coordination Phase (Lump Sum)	120	\$ 22,600.00	\$ 760.00	\$ 22,860.00
	384	SUBTOTAL \$ 77,120.00	\$ 1,590.00	\$ 78,710.00
PART B - SPECIAL SERVICES (COST PLUS FIXED FEE)				
6.0 On-Site Construction Coordination Phase (Cost Plus Fixed Fee)	288	\$ 47,893.85	\$ 9,500.00	\$ 57,393.85
	288	SUBTOTAL \$ 47,893.85	\$ 9,500.00	\$ 57,393.85
SUBCONSULTANT 1				
NVS West, Inc. (Quality Assurance Testing)				\$ 42,000.00
			SUBTOTAL \$	42,000.00
TOTAL		\$ 125,013.85	\$ 9,500.00	\$ 139,972.00
			\$ 13,972.00	\$ 190,485.85

*For the purposes of estimating the cost of mileage, per diem, and lodging are calculated in accordance with applicable IRS and GSA guidelines. At the time of invoicing mileage will be invoiced in accordance with published IRS rates at the time of service and per diem will be invoiced in accordance with published GSA rates at the time of service. Lodging will be invoiced as actual expense incurred except in the cases where specific client requirements exist that limit lodging to GSA standards.

EXHIBIT 2 - LOCATION MAP

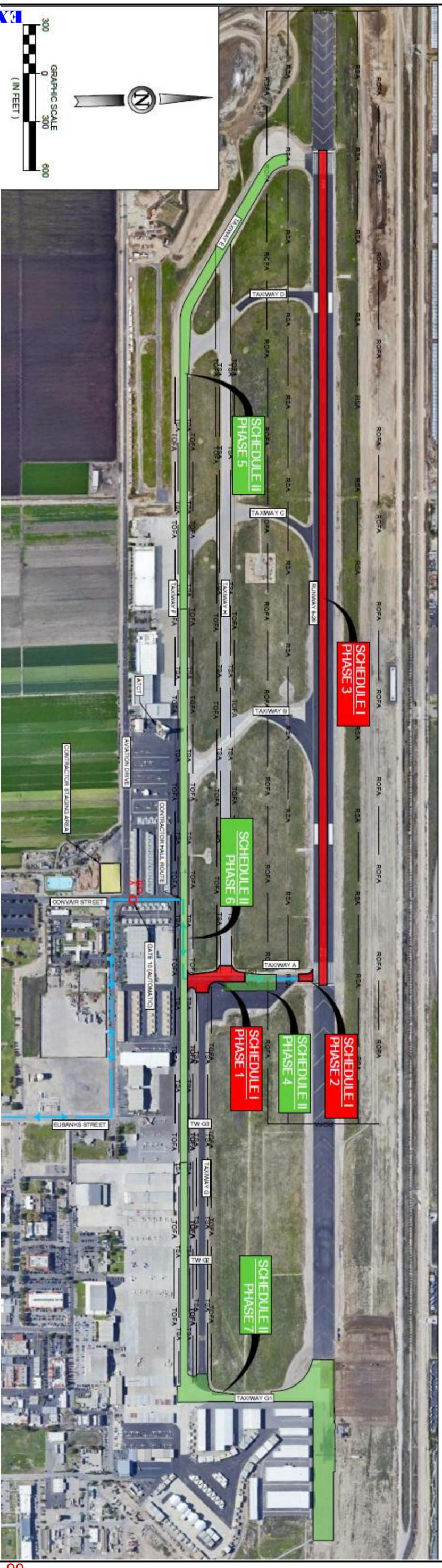


EXHIBIT 2

FY 2023 PROJECTS

- 1. RUNWAY 8-26 AND TAXIWAY A PAVEMENT IMPROVEMENTS – SCHEDULE 1
- 2. RUNWAY 8-26 AND TAXIWAY A PAVEMENT IMPROVEMENTS – SCHEDULE 2



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CAMARILLO AIRPORT
 CAMARILLO, CA
 ACIP - FEDERAL FISCAL YEAR 2023
 DATE: February 29, 2024
 SHEET 1 OF 1



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

April 11, 2024

Camarillo Airport Authority
Oxnard Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Approval of the Five-Year Capital Improvement Plan (CIP) for Camarillo and Oxnard Airports; Authorization for the Director of Airports or His Designee, to Apply for Grants to Fund Projects Scheduled for Federal Fiscal Years 2024 and 2025 Outlined in the CIP Upon Notification from the Federal Aviation Administration and the California Department of Transportation Aeronautics Program That Funds Are Available

Recommendations:

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

1. Approve the five-year capital improvement plan (CIP) for Camarillo and Oxnard Airports (Exhibit 1); and
2. Authorize the Director of Airports or his designee, to apply for grants to fund the projects scheduled for federal fiscal years (FFY) 2024 and 2025 outlined in the CIP upon notification from the Federal Aviation Administration (FAA) and the California Department of Transportation Aeronautics Program (Caltrans) that funds are available. ***These projects are subject to approval in the County budget process, as explained below.***

Fiscal/Mandates Impact:

Mandatory: *No*

Source of funding: *Airport Enterprise Fund/FAA/Caltrans*

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

Impact on other departments: *No general funds required*

<u>Summary of Revenue and Project Costs</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>
Revenue (Federal – FAA)	\$ 9,491,310*	\$ 85,080,244*
(State – Caltrans)	\$ 274,593*	\$ 760,619*
Direct Costs	<u>\$ 10,545,901</u>	<u>\$ 94,533,605</u>
Net Cost – Airport Enterprise Fund	<u>\$ 779,998</u>	<u>\$ 8,692,742</u>

**Please note that it is anticipated the revenue from FAA and Caltrans will be paid out over several future fiscal years. Grant amounts are estimates based on funding formulas, but actual amount will be based on bids and available funds. Due to FAA timing, certain costs in the FY 2024 Airport Improvement Plan will occur in FY 2025.*

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	\$ 28,782,666	\$ 8,577,137	\$ 20,205,529
Revenue	17,595,436	17,595,436	2,729,837	(14,865,599)
Net Cost	\$ 1,971,415	\$ 11,187,230	\$ 5,847,300	\$ 5,339,930

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

*Includes interest and capital assets.

Strategic Priority:

The projects in the CIP support the County’s Strategic Priorities to support fiscal responsibility, economic vitality, reliable infrastructure, and sustainability.

Discussion:

In order to coordinate the funding of capital improvements throughout the nation's aviation system, the FAA and Caltrans require that airport sponsors maintain a minimum five-year Airport Capital Improvement Plan. The County of Ventura (County) also requires that a CIP be maintained and revised annually. The Department of Airports (DOA) reviews, revises, and submits the CIP for the Commission/Authorities to review and recommendation on an annual basis. The current five-year CIP for both Camarillo and Oxnard Airports, updated to meet FAA, Caltrans' matching grant program, and County requirements, is attached as Exhibit 1, and covers federal fiscal years 2025 through 2029. The CIP provides planning years beyond the five-year requirement to provide the FAA with additional information to help them understand current and future capital improvement needs at both airports.

The projects on the CIP are listed in the order of highest priority. There is no guarantee that any project will receive grants or local funding approval in the year requested, because the FAA and Caltrans prioritize the projects on a state and national basis, depending on congressional allocations of aviation funds.

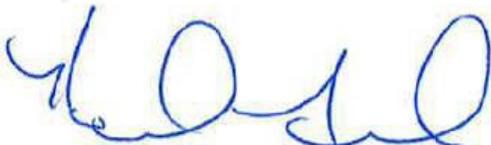
Airport pavement management plans maintained by the DOA have identified several high priority pavement rehabilitation or reconstruction projects which are due or overdue. The CIP includes environmental studies and design to support those reconstruction projects, as well as other priority projects such as land acquisitions to support the FAA's object free areas and runway protection zones.

We have been coordinating with the FAA to find funding for the Air Traffic Control Tower facility rehabilitation and for the design of planned apron reconstruction/rehabilitation projects.

Under the current grant process, the FAA solicits grant applications each December for the next FFY planned projects and may request revised grant applications when funds become available. Often, DOA's turnaround time to submit FAA and Caltrans grant applications is critical in obtaining available funds. The Commission/Authorities recommended approval of the CIP and authorizing the Director of Airports, or his designee, to apply for the FAA and Caltrans grants when they become available in federal fiscal years¹ 2024 and 2025 benefit the DOA significantly by: (1) reducing the DOA's administrative process, and (2) expediting the DOA's turnaround time to apply for, and obtain, federal and state funds.

The CIP includes only those airport projects eligible for federal and state grants. These projects are subject to approval in the County budget process. They are also subject to CEQA (California Environmental Quality Act) review, which will be performed on a per-project basis, upon grant and budget approval. Other airport capital projects determined to be ineligible for funding by other government agencies will be financed by the Airport Enterprise Fund and included in the annual DOA budget submittal for Commission/Authority review and approval.

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

Attachment:

Exhibit 1 – Five-Year Capital Improvement Plan for Camarillo and Oxnard Airports

¹ The federal fiscal year runs each year from October 1 through September 30, which is later than the County's fiscal year.

AIRPORT CAPITAL IMPROVEMENT PLAN									
1. Airport: CAMARILLO AIRPORT									
5. Project Description (by funding year (in priority order))	NPR Code (A/PCT)	NPR Rating	Federal Funds	State Funds	Local Funds	Total \$	FAA Entitlements		FAA Bill
							Description	Amount	
Federal Fiscal Year 2024									
1. Final Design for 2026 Runway and Taxiways Reconstruction	A,RC,RW,IM	83	\$ 3,660,435	\$ 150,000	\$ 256,716	\$ 4,067,151	Available \$ 150,000	* Available \$ 2,458,000	\$ 2,458,000
2. Bill Funding Transfer to OAR for Taxiway F Reconstruction	N/A	N/A	\$ -	\$ -	\$ -	\$ -	Used \$ 150,000	Used \$ -	\$ -
TOTAL			\$ 3,660,435	\$ 150,000	\$ 256,716	\$ 4,067,151	Remaining \$ -	Remaining \$ -	\$ -
Federal Fiscal Year 2025									
1. No Project: Roll Over Entitlements and Bill Funding	N/A	N/A	\$ -	\$ -	\$ -	\$ -	Available \$ 150,000	Available \$ 851,000	\$ 851,000
			\$ -	\$ -	\$ -	\$ -	Used \$ -	Used \$ -	\$ -
TOTAL			\$ -	\$ -	\$ -	\$ -	Remaining \$ 150,000	Remaining \$ 851,000	\$ 851,000
Federal Fiscal Year 2026									
1. Runway 8-26 Reconstruction (CMA Bill Funding from 2025 & 2026)	A,RC,RW,IM	83	\$ 40,161,941	\$ 150,000	\$ 4,312,438	\$ 44,624,379	Available \$ 300,000	Available \$ 1,702,000	\$ 1,702,000
			\$ 40,161,941	\$ 150,000	\$ 4,312,438	\$ 44,624,379	Used \$ 300,000	Used \$ -	\$ -
TOTAL			\$ 40,161,941	\$ 150,000	\$ 4,312,438	\$ 44,624,379	Remaining \$ -	Remaining \$ -	\$ -
Federal Fiscal Year 2027									
1. Taxiway Connectors Reconstruction (Including RIM Correction at Taxiway A)	A,RC,TW,IM	78	\$ 28,705,423	\$ 150,000	\$ 3,039,492	\$ 31,894,915	Available \$ 150,000	Available \$ -	\$ -
			\$ 28,705,423	\$ 150,000	\$ 3,039,492	\$ 31,894,915	Used \$ 150,000	Used \$ -	\$ -
TOTAL			\$ 28,705,423	\$ 150,000	\$ 3,039,492	\$ 31,894,915	Remaining \$ -	Remaining \$ -	\$ -
Federal Fiscal Year 2028									
1. Design Grant for FCC Rehabilitation Taxiways F and G1 (2030 Construction)	A,RC,TW,IM	78	\$ 186,659	\$ 9,333	\$ 11,407	\$ 207,399	Available \$ 150,000	Available \$ -	\$ -
2. Design Grant for FCC Rehabilitation Main Apron and Key Hangar Area (2030 Construction)	A,RC,AP,IM	69	\$ 186,659	\$ 9,333	\$ 11,407	\$ 207,399	Used \$ -	Used \$ -	\$ -
			\$ 186,659	\$ 9,333	\$ 11,407	\$ 207,399	Used \$ -	Used \$ -	\$ -
TOTAL			\$ 373,318	\$ 18,666	\$ 22,814	\$ 424,798	Remaining \$ 150,000	Remaining \$ -	\$ -
Federal Fiscal Year 2029									
1. No Project: Roll Over Entitlements	N/A	N/A	\$ -	\$ -	\$ -	\$ -	Available \$ 300,000	Available \$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	Used \$ -	Used \$ -	\$ -
TOTAL			\$ -	\$ -	\$ -	\$ -	Remaining \$ 300,000	Remaining \$ -	\$ -

* Includes FAA Bill funding for fiscal year 2024 (\$851,000). Assumed Bill funding of \$851,000 for fiscal years 2025 and 2026.

CMA ACIP DATA SHEET

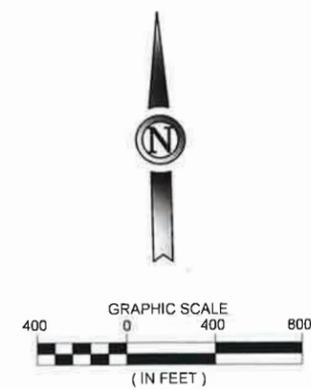
Airport Name		CAMARILLO AIRPORT		Fiscal Year 2024			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total	
Y	D	1. Final Design for 2026 Runway and Taxiways Reconstruction	\$3,660,435	\$150,000	\$256,716	\$4,067,151	
N/A	N/A	2. BIL Funding Transfer to OXR for Taxiway F Reconstruction	\$0	\$0	\$0	\$0	
Total			\$3,660,435	\$150,000	\$256,716	\$4,067,151	
* D - Development; P - Planning; E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
1. Final Design for 2026 Runway and Taxiways Reconstruction Runway 8-26 Reconstruction consists of pavement removal, subgrade preparation and treatment, placement of aggregate base, asphalt paving, runway grooving, pavement marking, drainage improvements, and electrical improvements. The taxiway connectors reconstruction consists of pavement removal, subgrade preparation and treatment, placement of aggregate base, asphalt paving, pavement marking, drainage improvements, and electrical improvements. Taxiway A connector work will also include a RIM correction.							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
1. Design will be completed in fiscal year 2024 with construction in fiscal year 2026 and 2027.							
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)							
1. CatEx with new floodplain requirements resubmitted December 2023; awaiting approval.							
Land Title Status & Date of Exhibit "A" Status				Date			
County of Ventura holds title to Land, Exhibit A, Property Map				Conditionally Approved, June 2011			
Open AIP Funded Projects				Expected Close-out Date			
Airport Layout Plan (AIP No. 3-06-0339-038-2020)				August 2024			
Part 150 Noise Study (AIP 3-06-0339-043)				August 2026			
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Keith Freitas, Director of Airports				Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>				(805) 388-4205			
Signature				Contact Phone (Print or Type)			
Date				30/01/2024			



FY 2024 PROJECTS



- 1. FINAL DESIGN GRANT FOR 2026 RUNWAY AND TAXIWAYS RECONSTRUCTION
- 2. BIL FUNDING TRANSFER TO OXR FOR TAXIWAY F RECONSTRUCTION (NOT SHOWN)



COUNTY of VENTURA
Department of Airports

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CAMARILLO AIRPORT
CAMARILLO, CA
ACIP - FEDERAL FISCAL YEAR 2024

DATE: JANUARY 23, 2024 SHEET 1 OF 6

CMA ACIP DATA SHEET

Airport Name		CAMARILLO AIRPORT		Fiscal Year 2025			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total	
N/A	N/A	1. No Project: Roll Over Entitlements and BIL Funding	\$0	\$0	\$0	\$0	
		Total	\$0	\$0	\$0	\$0	
* D - Development; P - Planning; E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
1. No Project: Roll Over Entitlements and BIL Funding							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)							
Land Title Status & Date of Exhibit "A" Status							
County of Ventura holds title to Land. Exhibit A, Property Map							
Open AIP Funded Projects							
Airport Layout Plan (AIP No. 3-06-0339-038-2020) Part 150 Noise Study (AIP 3-06-0339-043)							
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Keith Freitas, Director of Airports				Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>				(805) 388-4205			
Signature				Contact Phone (Print or Type)			
30/01/2024				Date			



FY 2025 PROJECTS

1. NO PROJECT: ROLL OVER ENTITLEMENTS AND BIL FUNDING



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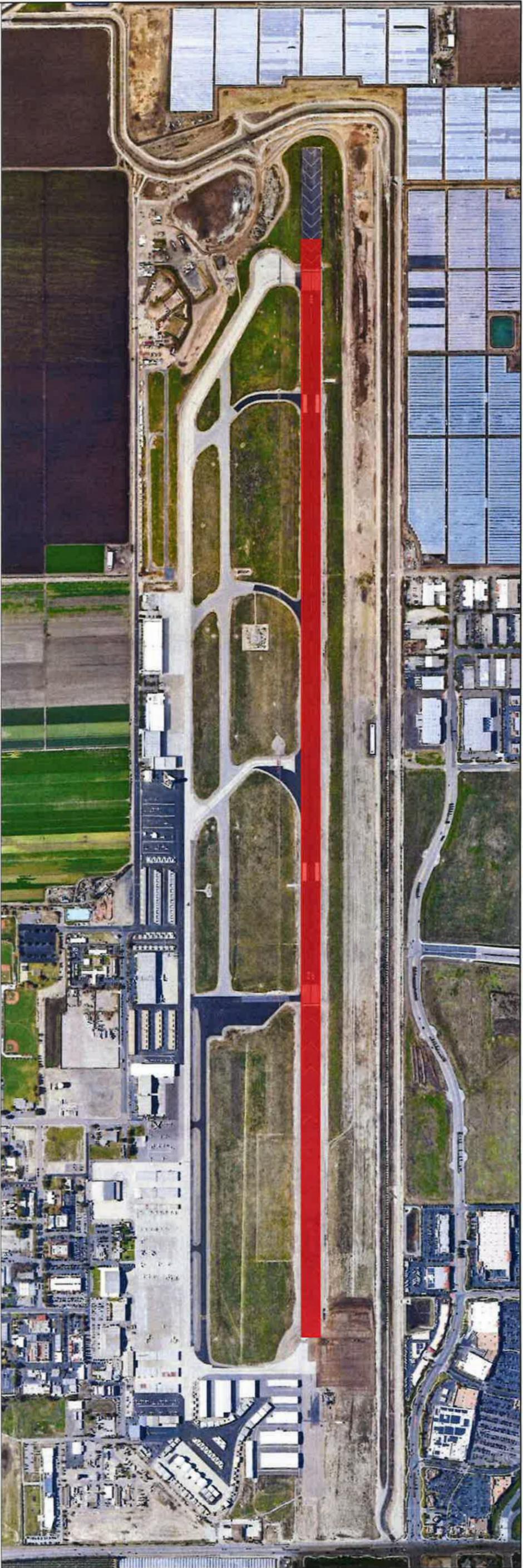
DATE: JANUARY 23, 2024 SHEET 2 OF 6

COUNTY of VENTURA
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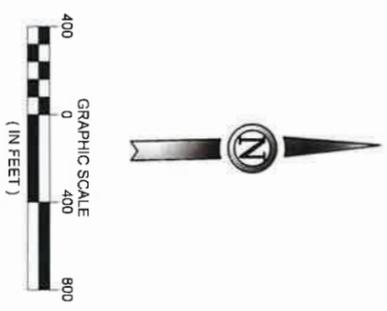
CMA ACIP DATA SHEET

Airport Name		CAMARILLO AIRPORT	Fiscal Year 2026			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total
Y	D	1. Runway 8-26 Reconstruction (CMA BIL Funding from 2025 & 2026)	\$40,161,941	\$150,000	\$4,312,438	\$44,624,379
		Total	\$40,161,941	\$150,000	\$4,312,438	\$44,624,379
* D - Development; P - Planning; E - Environmental						
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS						
Detail Project Description (Square/Lineal Footage or Length/Width)						
<p>1. Runway 8-26 Reconstruction (CMA BIL Funding from 2025 & 2026)</p> <p>Runway 8-26 was constructed in several sections, dating back to 1942. Other than seal coats, no rehabilitation has been performed since the runway was overlaid in 1998. A visual condition survey was performed in 2015 for an Airport Pavement Management System (APMS) prepared in 2016. At the time of the survey, the runway was found to be in Satisfactory condition (PCI of 70-85). However, this was shortly after a slurry seal had been applied in 2014. Based on a geotechnical analysis, non-destructive testing, and PCN evaluation performed in 2017, it was determined the runway is structurally insufficient, and a reconstruction is recommended. The reconstruction consists of pavement removal, subgrade preparation and treatment, placement of aggregate base, asphalt paving, runway grooving, pavement marking, drainage improvements for MS4 compliance, and electrical improvements.</p>						
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)						
<p>1. Design will be completed during the 2024 Federal Fiscal Year. Bids are anticipated to be received by February 2026 with construction commencing in 2026. Construction length will be determined by the Engineer during design, the County is committed to project completion and grant sign off within FAA's grant closeout guidelines.</p>						
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)						
<p>1. CalEx with new floodplain requirements resubmitted December 2023; awaiting approval.</p>						
Land Title Status & Date of Exhibit "A" Status			Date			
<p>County of Ventura holds title to Land. Exhibit A, Property Map</p>			<p>Conditionally Approved, June 2011</p>			
Open AIP Funded Projects			Expected Close-out Date			
<p>Airport Layout Plan (AIP No, 3-06-0339-038-2020) Part 150 Noise Study (AIP 3-06-0339-043)</p>			<p>August 2024 August 2026</p>			
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.						
Keith Freitas, Director of Airports			Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)			Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>			(805) 388-4205			
Signature			Contact Phone (Print or Type)			
Date						
30/01/2024						



FY 2026 PROJECTS

- 1. RUNWAY 8-26 RECONSTRUCTION



COUNTY of VENTURA
Department of Airports

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DATE: JANUARY 23, 2024 SHEET 3 OF 6

CMA ACIP DATA SHEET

Airport Name		CAMARILLO AIRPORT		Fiscal Year 2027			
Shown On ALP	Project Type*	Project Description		Federal Share	State Share	Local Share	Total
Y	D	1. Taxiway Connectors Reconstruction (Including RIM Correction at Taxiway A)		\$28,705,423	\$150,000	\$3,039,492	\$31,894,915
		Total		\$28,705,423	\$150,000	\$3,039,492	\$31,894,915
* D - Development; P - Planning; E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
<p>1. Taxiway Connectors Reconstruction (Including RIM Correction at Taxiway A)</p> <p>The taxiway connectors were constructed in various phases, dating back to 1951. Other than seal coats and isolated repairs, no rehabilitation has been performed on the taxiways since the 1990s. A visual condition survey was performed in 2015 for an Airport Pavement Management System (APMS) prepared in 2016. At the time of the survey, the taxiways were found to be in Satisfactory condition (PCI of 70-85). Like the runway, this was shortly after a slurry seal had been applied in 2014. The PCN evaluation performed in 2017 has indicated that a majority of the taxiways are structurally insufficient, and a reconstruction is recommended. Taxiway A has also been identified as a runway incursion risk and the geometry will need to be corrected to mitigate this risk. The reconstruction consists of pavement removal, subgrade preparation and treatment, placement of aggregate base, asphalt paving, pavement marking, drainage improvements for MS4 compliance, and electrical improvements.</p>							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
<p>1. Design will be completed during the 2024 Federal Fiscal Year. Bids are anticipated to be received by February 2027 with construction commencing in 2027. Construction length will be determined by the Engineer during design, the County is committed to project completion and grant sign off within FAA's grant closeout guidelines.</p>							
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)							
<p>1. CatEx with new floodplain requirements resubmitted December 2023; awaiting approval.</p>							
Land Title Status & Date of Exhibit "A" Status				Date			
County of Ventura holds title to Land. Exhibit A, Property Map				Conditionally Approved, June 2011			
Open AIP Funded Projects				Expected Close-out Date			
Airport Layout Plan (AIP No. 3-06-0339-038-2020)				August 2024			
Part 150 Noise Study (AIP 3-06-0339-043)				August 2026			
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Keith Freitas, Director of Airports				Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>		30/01/2024		(805) 388-4205			
Signature		Date		Contact Phone (Print or Type)			



FY 2027 PROJECTS

- 1. TAXIWAY CONNECTORS RECONSTRUCTION (INCLUDING RIM CORRECTION AT TAXIWAY A)



COUNTY of VENTURA

Department of Airports



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 ACIP - FEDERAL FISCAL YEAR 2027

DATE: JANUARY 23, 2024

SHEET 4 OF 6

CMA ACIP DATA SHEET

Airport Name		CAMARILLO AIRPORT		Fiscal Year 2028			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total	
Y	D	1. Design Grant for PCC Rehabilitation Taxiways F and G1 (2030 Construction)	\$186,659	\$9,333	\$11,407	\$207,399	
Y	D	2. Design Grant for PCC Rehabilitation Main Apron and Key Hangar Area (2030 Construction)	\$186,659	\$9,333	\$11,407	\$207,399	
		Total	\$373,318	\$18,666	\$22,814	\$414,798	
* D - Development; P - Planning; E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
1. Design Grant for PCC Rehabilitation Taxiways F and G1 (2030 Construction) Work is anticipated to include crack repair, resealing of joints, spall repair and select panel replacement. (80,000 SY)							
2. Design Grant for PCC Rehabilitation Main Apron and Key Hangar Area (2030 Construction) Work is anticipated to include crack repair, resealing of joints, spall repair and select panel replacement. (80,000 SY)							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
1 & 2. Design will be completed during the 2028 Federal Fiscal Year							
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)							
1 & 2. CalEx anticipated to be submitted in a timely manner.							
Land Title Status & Date of Exhibit "A" Status				Date			
County of Ventura holds title to Land. Exhibit A, Property Map				Conditionally Approved, June 2011			
Open AIP Funded Projects				Expected Close-out Date			
Airport Layout Plan (AIP No. 3-06-0339-038-2020)				August 2024			
Part 150 Noise Study (AIP 3-06-0339-043)				August 2026			
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Keith Freitas, Director of Airports				Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>				(805) 388-4205			
Signature				Contact Phone (Print or Type)			
30/01/2024				Date			



FY 2028 PROJECTS

- 1. DESIGN GRANT FOR PCC REHABILITATION TAXIWAY F, AND G1 (2030 CONSTRUCTION)
- 2. DESIGN GRANT FOR PCC REHABILITATION MAIN APRON, AND KEY HANGAR AREA (2030 CONSTRUCTION)



COUNTY of VENTURA

Department of Airports



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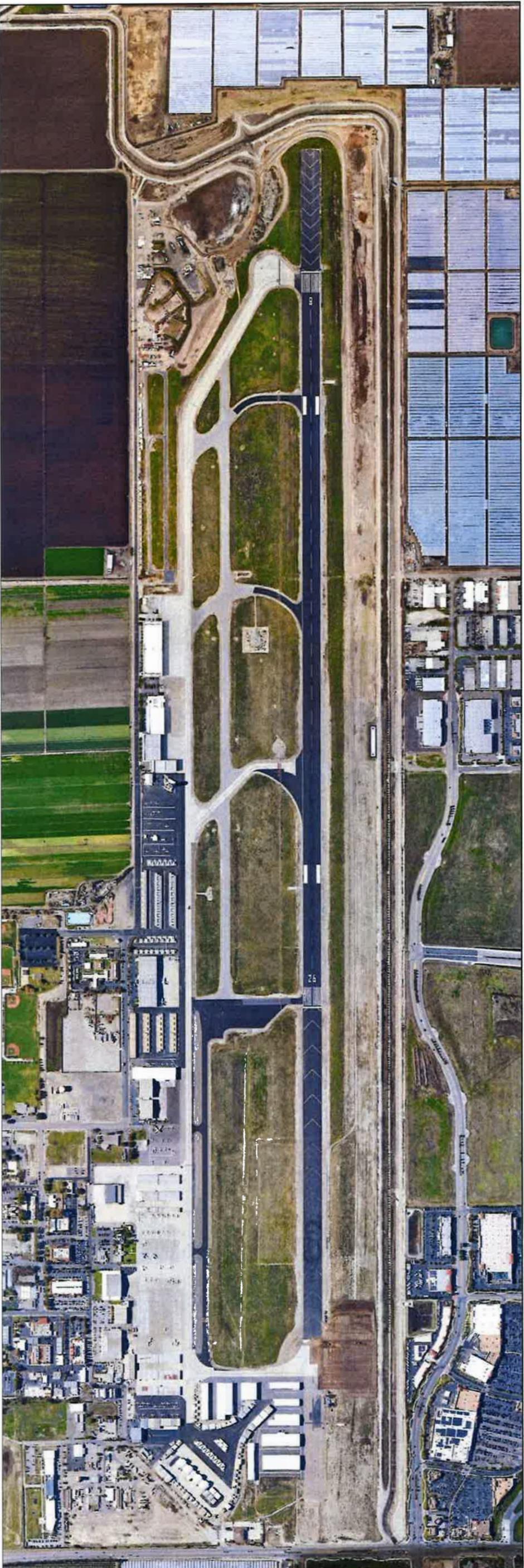
CAMARILLO AIRPORT
 CAMARILLO, CA
 ACIP - FEDERAL FISCAL YEAR 2028

DATE: JANUARY 23, 2024

SHEET 5 OF 6

CMA ACIP DATA SHEET

Airport Name		CAMARILLO AIRPORT	Fiscal Year 2029			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total
N/A	N/A	1. No Project: Roll Over Entitlements	\$0	\$0	\$0	\$0
		Total	\$0	\$0	\$0	\$0
* D - Development; P - Planning; E - Environmental						
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS						
Detail Project Description (Square/Lineal Footage or Length/Width)						
1. No Project: Roll Over Entitlements						
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)						
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)						
Land Title Status & Date of Exhibit "A" Status			Date			
County of Ventura holds title to Land. Exhibit A, Property Map			Conditionally Approved, June 2011			
Open AIP Funded Projects			Expected Close-out Date			
Airport Layout Plan (AIP No. 3-06-0339-038-2020) Part 150 Noise Study (AIP 3-06-0339-043)			August 2024 August 2026			
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.						
Keith Freitas, Director of Airports			Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)			Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>		30/01/2024	(805) 388-4205			
Signature		Date	Contact Phone (Print or Type)			



FY 2029 PROJECTS

1. NO PROJECT: ROLL OVER ENTITLEMENTS



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CAMARILLO AIRPORT
CAMARILLO, CA
ACIP - FEDERAL FISCAL YEAR 2029
DATE: JANUARY 23, 2024 SHEET 6 OF 6

1. Airport: ONWARD AIRPORT AIRPORT CAPITAL IMPROVEMENT PLAN

5. Project Description (or funding year in priority order)	NPR Code (ARCT)	NPR Rank	3. NPAS No. 05-0179			FAA Entitlement		FAA Bill	
			Federal Funds	State Funds	Local Funds	Total \$	Description	Amount	Description
Federal Fiscal Year 2024									
1. Reconstruct Taxiway F (A/G/B/L Portion Only from CMA and OIR)	A.R.C.T.W./M	76	\$ 3,339,000	\$ -	\$ 371,000	\$ 3,710,000	Available \$ 150,000	Available* \$ 881,000	
2. Design for Reconstruction of Terminal Apron PCC/JAC & ARFF Apron (2025 Construction)	A.R.C.A.P./M	69	\$ 489,375	\$ 24,468	\$ 29,907	\$ 543,750	Used \$ -	Used \$ 881,000	
			TOTAL \$ 3,828,375	\$ 24,468	\$ 400,907	\$ 4,253,750	Remaining \$ -	Remaining \$ -	
Federal Fiscal Year 2025									
1. Rehabilitate ATCT (Sponsor to Request Reimbursement with a FCT Bill Grant)	A.R.E.BE.FT	69	\$ 1,995,000	\$ 96,750	\$ 118,250	\$ 2,150,000	Available \$ 150,000	Available \$ 294,000	
2. Design for Rehabilitate West Hangar Apron Area (2027 Construction)	A.R.E.AP./M	69	\$ 67,500	\$ 3,375	\$ 4,125	\$ 75,000	Used \$ 75,000	Used \$ -	
			TOTAL \$ 2,062,500	\$ 100,125	\$ 122,375	\$ 2,225,000	Remaining \$ 75,000	Remaining \$ 294,000	
Federal Fiscal Year 2026									
1. Reconstruction of Terminal Apron PCC/JAC & ARFF Apron (Construction)	A.R.C.A.P./M	69	\$ 3,262,500	\$ 150,000	\$ 212,500	\$ 3,625,000	Available \$ 225,000	Available \$ 588,000	
			TOTAL \$ 3,262,500	\$ 150,000	\$ 212,500	\$ 3,625,000	Used \$ -	Used \$ -	
Federal Fiscal Year 2027									
1. Rehabilitate West Hangar Apron Area (Construction)	A.R.E.AP./M	69	\$ 450,000	\$ 22,500	\$ 27,500	\$ 500,000	Available \$ 150,000	Available \$ -	
2. Design for Rehabilitate Central Apron, Executive Hangar Area and Portion of Transient Apron (2029 construction)	A.R.E.AP./M	69	\$ 1,460,700	\$ 73,035	\$ 89,265	\$ 1,623,000	Used \$ 150,000	Used \$ -	
			TOTAL \$ 1,910,700	\$ 95,535	\$ 116,765	\$ 2,123,000	Remaining \$ -	Remaining \$ -	
Federal Fiscal Year 2028									
1. Design for Rehabilitate Perimeter & Terminal Loop Roads and ATCT & Operations & Central Hangar Parking (2031 Construction)	A.R.E.SV./M	45	\$ 118,362	\$ 5,918	\$ 7,233	\$ 131,513	Available \$ 150,000	Available \$ -	
			TOTAL \$ 118,362	\$ 5,918	\$ 7,233	\$ 131,513	Used \$ 18,487	Used \$ -	
Federal Fiscal Year 2029									
1. Rehabilitate Central Apron, Executive Hangar Area and Portion of Transient Apron (Construction)	A.R.E.AP./M	69	\$ 810,000	\$ 40,500	\$ 49,500	\$ 900,000	Available \$ 168,487	Available \$ -	
2. Land Acquisitions - OPA Property Purchases and RFPZ Property Purchases -*	A.S.T./A.S.Z	88	\$ 9,238,000	\$ 150,000	\$ 892,500	\$ 10,280,500	Used \$ 168,487	Used \$ -	
			TOTAL \$ 10,048,000	\$ 190,500	\$ 981,500	\$ 11,720,000	Remaining \$ -	Remaining \$ -	

* Includes FAA Bill funding for fiscal year 2024 (\$294,000). Assumed Bill funding of \$294,000 for fiscal years 2025 and 2026.
 ** New Appraisal is being completed and costs are anticipated to be a smaller amount.

OXR ACIP DATA SHEET

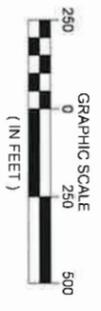
Airport Name		OXNARD AIRPORT		Fiscal Year 2024			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total	
Y	D	1. Reconstruct Taxiway F (AIG/BIL Portion Only from CMA and OXR)	\$3,339,000	\$0	\$371,000	\$3,710,000	
N/A	D	2. Design for Reconstruction of Terminal Apron PCC/AC & ARFF Apron (2026 Construction)	\$489,375	\$24,468	\$29,907	\$543,750	
		Total	\$3,828,375	\$24,468	\$400,907	\$4,253,750	
* D - Development, P - Planning, E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
<p>1. Reconstruct Taxiway F (AIG/BIL Portion Only from CMA and OXR)</p> <p>Taxiway F was last overlaid in 2000. A Visual Condition Survey was performed as part of the 2016 Airport Pavement Management System (APMS) update. At the time of the survey, the pavement on Taxiway F was found to be in Fair condition (PCI 55-70). However, the APMS recommendation for improvement of Taxiway F was a reconstruction due to the existing pavement section that was inadequate to support the aircraft fleet mix at the time. According to a geotechnical report completed in March, 2021 on Taxiway F, the existing pavement along Taxiway F is showing signs of distress, including longitudinal and transverse cracking, which is creating foreign object debris that is hazardous to aircraft and airport users. The subgrade CBR values also tested as low as a value of 1, indicating the need to improve the subgrade through stabilization or replacement with suitable subgrade material. As part of the reconstruction, Taxiway F centerline will be relocated to comply with the separation requirement for the D-III category. The taxiway width will also be reduced from the current 75 feet to 50 feet, to comply with the requirement of TDG 3.</p> <p>2. Design for Reconstruction of Terminal Apron PCC/AC & ARFF Apron (2026 Construction)</p> <p>The Terminal Apron was last reconstructed in 1992 while the ARFF Apron was last reconstructed in 1997. A visual condition survey was performed in 2015 for an Airport Pavement Management System (APMS) prepared in 2016. At the time of the survey, the PCC section on the Terminal Apron was found to be in Very Poor condition (PCI of 25-40) and the AC section in Fair condition (PCI of 55-70), while the ARFF Apron was found in Good Condition (PCI 85-100). Based on the conditions observed in the APMS and on the pavement strength analysis which showed the inadequacy of the pavement for the aircraft fleet mix at the time, a full reconstruction is recommended for the Terminal Apron and ARFF Apron. Work would include AC and PCC pavement removal, strengthening of the subgrade, placing new AB material, placing PCC and AC pavement, and application of pavement markings based on the most current Advisory Circular.</p>							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
<p>1. Design was completed in 2023 and bids were received in June 2023. Construction is expected to take place in Spring, 2024 for a period of 90 Calendar Days. The County is committed to project completion and grant sign off within FAA's grant closeout guidelines.</p> <p>3. Design will be completed in fiscal year 2024.</p>							
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)							
<p>1. CATEX approved by FAA on 1/27/21.</p> <p>2. CatEx approval anticipated by early 2024.</p>							
Land Title Status & Date of Exhibit "A" Status				Date			
County of Ventura holds title to Land, Exhibit A, Property Map				ALP set updated 2/14/22.			
Open AIP Funded Projects				Expected Close-out Date			
3-06-0179-037-2020				August 2024			
3-06-0179-038-2021				August 2024			
3-06-0179-042-2022				August 2024			
3-06-0179-043-2022				August 2025			
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Keith Freitas, Director of Airports				Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>				(805) 388-4205			
Signature				Contact Phone (Print or Type)			
Date				Date			
30/01/2024				30/01/2024			



FY 2024 PROJECTS



- 1. RECONSTRUCT TAXIWAY F
- 2. DESIGN FOR RECONSTRUCTION OF TERMINAL APRON PCC/JAC & ARFF APRON (2026 CONSTRUCTION)



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OXNARD AIRPORT
OXNARD, CA
ACIP - FEDERAL FISCAL YEAR 2024
DATE: JANUARY 23, 2024
SHEET 1 OF 6

OXR ACIP DATA SHEET

Airport Name		OXNARD AIRPORT		Fiscal Year 2025			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total	
N/A	D	1. Rehabilitate ATCT (Sponsor to Request Reimbursement with a FCT BIL Grant)	\$1,935,000	\$96,750	\$118,250	\$2,150,000	
N/A	D	2. Design for Rehabilitate West Hangar Apron Area (2027 Construction)	\$67,500	\$3,375	\$4,125	\$75,000	
		Total	\$2,002,500	\$100,125	\$122,375	\$2,225,000	
* D - Development; P - Planning; E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
<p>1. Rehabilitate ATCT (Sponsor to Request Reimbursement with a FCT BIL Grant) The rehabilitation recommendation for the ATCT will follow the facility assessment completed in 2023. Additional detail on the project will be determined during the design process.</p> <p>2. Design for Rehabilitate West Hangar Apron Area (2027 Construction) The West Hangar Apron Area was constructed from 1988 to 2007. A visual condition survey was performed in 2015 for an Airport Pavement Management System (APMS) prepared in 2016. At the time of the survey, the West Hangar Area was in Satisfactory Condition (PCI 70-85). The proposed improvement for the areas consist of an emulsified asphalt seal coat which will include crack repair, seal coat application, and re-application of pavement markings.</p>							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
<p>1. Design will be completed prior to the upcoming grant cycle. Bids are anticipated to be received by February 2025 with construction in summer 2025. Construction length will be determined by the Engineer during design, the County is committed to project completion and grant sign off within FAA's grant closeout guidelines.</p> <p>2. Design will be completed in fiscal year 2025.</p>							
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)							
1. & 2. CatEx approval anticipated by early 2025.							
Land Title Status & Date of Exhibit "A" Status				Date			
County of Ventura holds title to Land. Exhibit A, Property Map				ALP set updated 2/14/22.			
Open AIP Funded Projects				Expected Close-out Date			
3-06-0179-037-2020				August 2024			
3-06-0179-038-2021				August 2024			
3-06-0179-042-2022				August 2024			
3-06-0179-043-2022				August 2025			
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Keith Freitas, Director of Airports				Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>				(805) 388-4205			
Signature				Contact Phone (Print or Type)			
Date				Date			
30/01/2024							



FY 2025 PROJECTS

- 1. REHABILITATE ATCT
- 2. DESIGN FOR REHABILITATE WEST HANGAR APRON AREA (2027 CONSTRUCTION)



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OXNARD AIRPORT
OXNARD, CA
ACIP - FEDERAL FISCAL YEAR 2025
DATE: JANUARY 23, 2024 SHEET 2 OF 6

OXR ACIP DATA SHEET

Airport Name		OXNARD AIRPORT		Fiscal Year 2026			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total	
Y	D	1. Reconstruction of Terminal Apron PCC/AC & ARFF Apron (Construction)	\$3,262,500	\$150,000	\$212,500	\$3,625,000	
		Total	\$3,262,500	\$150,000	\$212,500	\$3,625,000	
* D - Development; P - Planning; E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
<p>1. Reconstruction of Terminal Apron PCC/AC & ARFF Apron (Construction)</p> <p>The Terminal Apron was last reconstructed in 1992 while the ARFF Apron was last reconstructed in 1997. A visual condition survey was performed in 2015 for an Airport Pavement Management System (APMS) prepared in 2016. At the time of the survey, the PCC section on the Terminal Apron was found to be in Very Poor condition (PCI of 25-40) and the AC section in Fair condition (PCI of 55-70), while the ARFF Apron was found in Good Condition (PCI 85-100). Based on the conditions observed in the APMS and on the pavement strength analysis which showed the inadequacy of the pavement for the aircraft fleet mix at the time, a full reconstruction is recommended for the Terminal Apron and ARFF Apron. Work would include AC and PCC pavement removal, strengthening of the subgrade, placing new AB material, placing PCC and AC pavement, and application of pavement markings based on the most current Advisory Circular.</p>							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
1. Design will be completed in 2024. Bids are anticipated to be received by February 2026 with construction in summer 2026. Construction length will be determined by the Engineer during design, the County is committed to project completion and grant sign off within FAA's grant closeout guidelines.							
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)							
1. CatEx approval anticipated by early 2024.							
Land Title Status & Date of Exhibit "A" Status			Date				
County of Ventura holds title to Land. Exhibit A, Property Map			ALP set updated 2/14/22.				
Open AIP Funded Projects			Expected Close-out Date				
3-06-0179-037-2020			August 2024				
3-06-0179-038-2021			August 2024				
3-06-0179-042-2022			August 2024				
3-06-0179-043-2022			August 2025				
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Keith Freitas, Director of Airports				Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>				(805) 388-4205			
Signature				Contact Phone (Print or Type)			
Date							
30/01/2024							



FY 2026 PROJECTS

1. RECONSTRUCTION OF TERMINAL APRON PCC/JAC & ARFF APRON (CONSTRUCTION)



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OXNARD AIRPORT
OXNARD, CA
ACIP - FEDERAL FISCAL YEAR 2026
DATE: JANUARY 23, 2024 SHEET 3 OF 6

OXR ACIP DATA SHEET

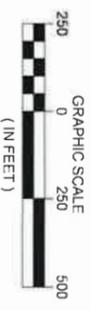
Airport Name		OXNARD AIRPORT		Fiscal Year 2027			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total	
Y	D	1. Rehabilitate West Hangar Apron Area (Construction)	\$450,000	\$22,500	\$27,500	\$500,000	
N/A	D	2. Design for Rehabilitate Central Apron, Executive Hangar Area and Portion of Transient Apron (2029 Construction)	\$1,460,700	\$73,035	\$89,265	\$1,623,000	
		Total	\$1,910,700	\$95,535	\$116,765	\$2,123,000	
* D - Development; P - Planning; E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
<p>1. Rehabilitate West Hangar Apron Area (Construction)</p> <p>The West Hangar Apron Area was constructed from 1988 to 2007. A visual condition survey was performed in 2015 for an Airport Pavement Management System (APMS) prepared in 2016. At the time of the survey, the West Hangar Area was in Satisfactory Condition (PCI 70-85). The proposed improvement for the areas consist of an emulsified asphalt seal coat which will include crack repair, seal coat application, and re-application of pavement markings.</p> <p>2. Design for Rehabilitate Central Apron, Executive Hangar Area and Portion of Transient Apron (2029 Construction)</p> <p>The Central Apron, Executive Hangar Area, and Transient Apron were reconstructed in various years from 1997 to 2006. A visual condition survey was performed in 2015 for an Airport Pavement Management System (APMS) prepared in 2016. At the time of the survey, the Central Hangar Area was in Good Condition (PCI 85-100), the Transient Apron was found to be in Poor condition (PCI of 40-55), and the Executive Apron was found to be in Satisfactory condition (PCI of 70-85). Based on the conditions observed in the APMS, a seal coat is recommended for most of the area, with a rehabilitation of a portion of the Transient apron (recommended in FY 2016 per APMS). Work would include crack seal, seal coat application, limited pavement removal, trimming of existing AB to meet grades, placing new AB material and AC pavement, and re-application of existing markings.</p>							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
<p>1. Design will be completed in 2025. Bids are anticipated to be received by February 2027 with construction in summer 2027. Construction length will be determined by the Engineer during design, the County is committed to project completion and grant sign off within FAA's grant closeout guidelines.</p> <p>2. Design will be completed in fiscal year 2027.</p>							
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)							
<p>1. CatEx approval anticipated by early 2025.</p> <p>2. CatEx approval anticipated by early 2027.</p>							
Land Title Status & Date of Exhibit "A" Status				Date			
County of Ventura holds title to Land. Exhibit A, Property Map				ALP set updated 2/14/22.			
Open AIP Funded Projects				Expected Close-out Date			
3-06-0179-037-2020				August 2024			
3-06-0179-038-2021				August 2024			
3-06-0179-042-2022				August 2024			
3-06-0179-043-2022				August 2025			
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Keith Freitas, Director of Airports				Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>				(805) 388-4205			
Signature				Contact Phone (Print or Type)			
Date							
30/01/2024							

30/01/2024



FY 2027 PROJECTS

- 1. REHABILITATE WEST HANGAR APRON AREA (CONSTRUCTION)
- 2. DESIGN FOR REHABILITATE CENTRAL APRON, EXECUTIVE HANGAR AREA AND PORTION OF TRANSIENT APRON (2029 CONSTRUCTION)

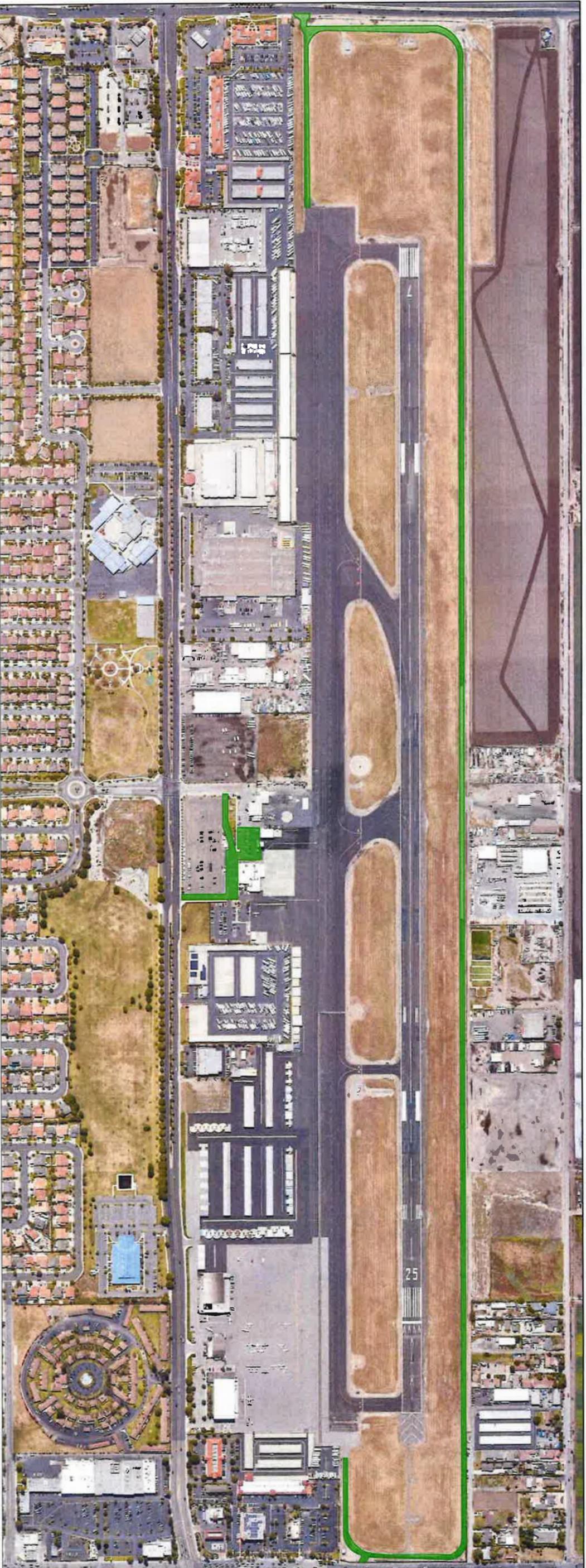


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OXNARD AIRPORT
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ACIP - FEDERAL FISCAL YEAR 2027
DATE: JANUARY 23, 2024 SHEET 4 OF 6

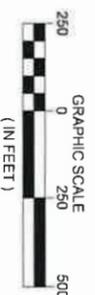
OXR ACIP DATA SHEET

Airport Name		OXNARD AIRPORT		Fiscal Year 2028			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total	
N/A	D	1. Design for Rehabilitate Perimeter & Terminal Loop Roads and ATCT & Operations & Central Hangar Parking (2031 Construction)	\$118,362	\$5,918	\$7,233	\$131,513	
		Total	\$118,362	\$5,918	\$7,233	\$131,513	
* D - Development; P - Planning; E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
<p>1. Design for Rehabilitate Perimeter & Terminal Loop Roads and ATCT & Operations & Central Hangar Parking (2031 Construction)</p> <p>A visual condition survey was performed in 2015 for an Airport Pavement Management System (APMS) prepared in 2016. At the time of the survey, the Perimeter Road was in Fair (PCI 55-70) to Poor (PCI 40-55) Condition, the Terminal Loop was in Satisfactory Condition (PCI 70-85), the ATCT and Operations Parking was in Satisfactory Condition, and the Central Hangar Area Parking was in Poor Condition. The proposed improvements for the areas mentioned above consist of a rehabilitation for the section of the Perimeter Road in Poor condition and an emulsified asphalt seal coat for the other areas. The rehabilitation will consist of removing the existing pavement, trimming existing AB to meet design grades, placing new AB material over existing, and placing new AC pavement. The emulsified asphalt seal coat will include crack repair, seal coat application, and re-application of pavement markings.</p>							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
1. Design will be completed in fiscal year 2028.							
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)							
1. CatEx approval anticipated by early 2028.							
Land Title Status & Date of Exhibit "A" Status				Date			
County of Ventura holds title to Land. Exhibit A, Property Map				ALP set updated 2/14/22.			
Open AIP Funded Projects				Expected Close-out Date			
3-06-0179-037-2020				August 2024			
3-06-0179-038-2021				August 2024			
3-06-0179-042-2022				August 2024			
3-06-0179-043-2022				August 2025			
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Keith Freitas, Director of Airports				Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>				(805) 388-4205			
Signature				Contact Phone (Print or Type)			
30/01/2024							
Date							



FY 2028 PROJECTS

- 1. DESIGN FOR REHABILITATE PERIMETER & TERMINAL LOOP ROADS AND ATCT & OPERATIONS & CENTRAL HANGAR PARKING (2031 CONSTRUCTION)



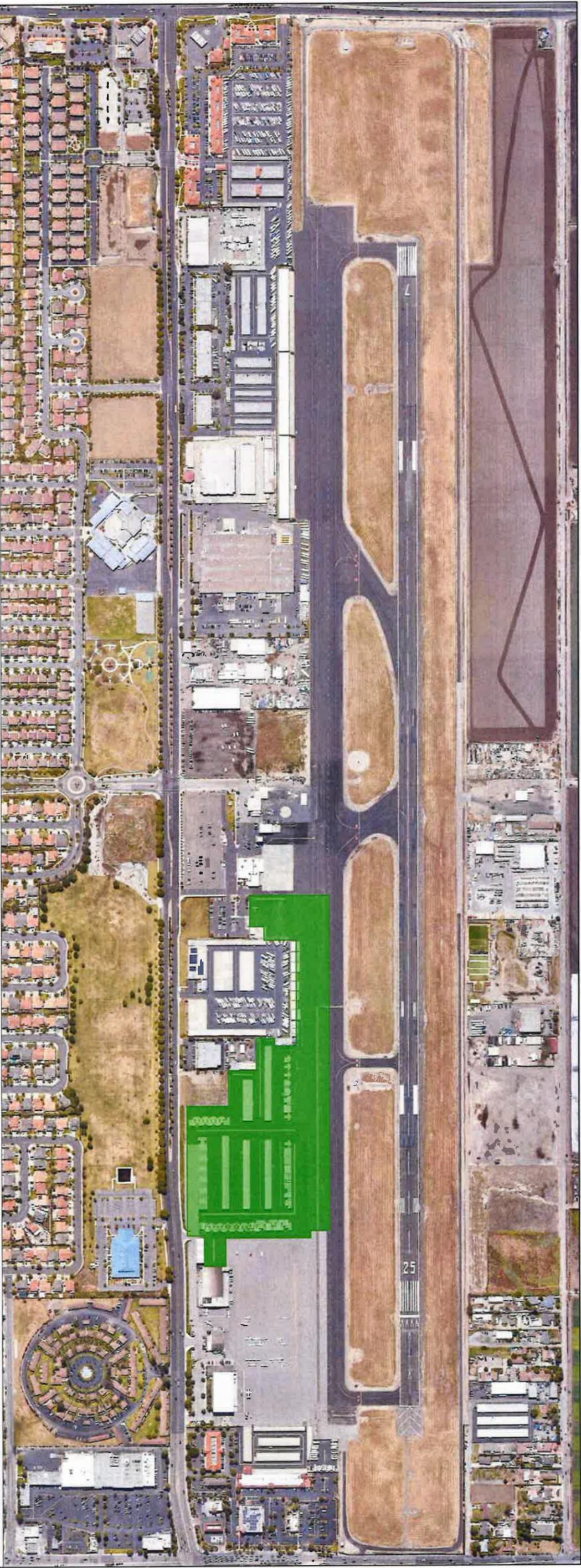
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OXNARD AIRPORT
OXNARD, CA
ACIP - FEDERAL FISCAL YEAR 2028
DATE: JANUARY 23, 2024 SHEET 5 OF 6

OXR ACIP DATA SHEET

Airport Name		OXNARD AIRPORT	Fiscal Year 2029			
Shown On ALP	Project Type*	Project Description	Federal Share	State Share	Local Share	Total
Y	P	1. Rehabilitate Central Apron, Executive Hangar Area and Portion of Transient Apron (Construction)	\$810,000	\$40,500	\$49,500	\$900,000
Y	P	2. Land Acquisitions - OFA Property Purchases and RPZ Property Purchases **	\$9,738,000	\$150,000	\$932,000	\$10,820,000
		Total	\$10,548,000	\$190,500	\$981,500	\$11,720,000
* D - Development, P - Planning, E - Environmental						
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS						
Detail Project Description (Square/Lineal Footage or Length/Width)						
<p>1. Rehabilitate Central Apron, Executive Hangar Area and Portion of Transient Apron (Construction)</p> <p>A visual condition survey was performed in 2015 for an Airport Pavement Management System (APMS) prepared in 2016. At the time of the survey, the Central Hangar Area was in Good Condition (PCI 85-100), the Transient Apron was found to be in Poor condition (PCI of 40-55), and the Executive Apron was found to be in Satisfactory condition (PCI of 70-85). Based on the conditions observed in the APMS, a seal coat is recommended for most of the area, with a rehabilitation of a portion of the Transient apron (recommended in FY 2016 per APMS). Work would include crack seal, seal coat application, limited pavement removal, trimming of existing AB to meet grades, placing new AB material and AC pavement, and re-application of existing markings.</p> <p>2. Land Acquisitions - OFA Property Purchases and RPZ Property Purchases **</p> <p>The Airport is planning to acquire land within the ultimate Runway 7 approach RPZ and OFA and Runway 25 departure RPZ and OFA.</p>						
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)						
<p>1. Design will be completed in 2027. Bids are anticipated to be received by February 2029 with construction in summer 2029. Construction length will be determined by the Engineer during design, the County is committed to project completion and grant sign off within FAA's grant closeout guidelines.</p> <p>2. N/A</p>						
NEPA Environmental Status (Date of FONSI or submit CATEX Form for Approval)						
1. CalEx approval anticipated by early 2027.						
Land Title Status & Date of Exhibit "A" Status			Date			
County of Ventura holds title to Land, Exhibit A, Property Map			ALP set updated 2/14/22.			
Open AIP Funded Projects			Expected Close-out Date			
3-06-0179-037-2020			August 2024			
3-06-0179-038-2021			August 2024			
3-06-0179-042-2022			August 2024			
3-06-0179-043-2022			August 2025			
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.						
Keith Freitas, Director of Airports			Erin Powers, Projects Administrator			
Name and Title of Authorized Representative (Print or Type)			Contact Name and Title (Print or Type)			
<i>Keith Freitas</i>			(805) 388-4205			
Signature			Contact Phone (Print or Type)			
30/01/2024			Date			

30/01/2024



FY 2029 PROJECTS

- 1. REHABILITATE CENTRAL APRON, EXECUTIVE HANGAR AREA AND PORTION OF TRANSIENT APRON (CONSTRUCTION)
- 2. LAND ACQUISITIONS - OFA PROPERTY PURCHASES AND RPZ PROPERTY PURCHASES (NOT SHOWN)



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OXNARD AIRPORT
OXNARD, CA
ACIP - FEDERAL FISCAL YEAR 2029
DATE: JANUARY 23, 2024
SHEET 6 OF 6



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>

April 10, 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 addressed concerns in February and March regarding changes in traffic patterns and volume that were a result of the Point Mugu radar outage, inclement weather, and survey work conducted by SoCal Gas. We understand the community's concerns related to Fly Friendly VC (FFVC) and what the changes they experienced may mean for the program. We continue to monitor air traffic and communicate with pilots, FBOs, and the towers regarding FFVC – all are committed to FFVC and the continued implementation of the program whenever safely possible. The Department of Airports team will hold its annual Fly Friendly VC Fly-in educational event for pilots in the spring of 2024.

In addition to addressing concerns related to noise, the Department of Airports continues 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

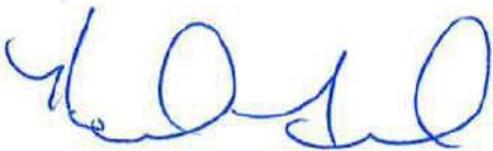
owners, all of whom contribute to the economic vitality of Ventura County and/or serve as philanthropic contributors through a variety of non-profit organizations. Such contributions are made without knowledge the majority of the general public.

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 will be 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.

April's spotlight will be placed on Dr. Eugene Fussell, a locally-based pilot whose contributions to the community extend well beyond his work to help pave the way for new generations of pilots. Dr. Fussell has served as a fixture in Ventura County as a dedicated orthopedic surgeon. His career began in the United States Navy, a role he held for four decades before retiring as Rear Admiral in 1998. The Department of Airports honors Dr. Fussell's contributions to the Oxnard Airport Authority in this, the first meeting since he stepped down from the role earlier this year.

If you have any questions regarding this item, please call Jannette Jauregui at (805) 388-4287, or me at (805) 388-4200.



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



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Department of Airports

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April 10, 2024

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

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.

Discussion:

From a budget perspective looking forward, DOA has prepared a budget with a conservative approach that anticipates impacts to revenues received from tenant leases and other fee related sources.

In summary, the FY 2024-25 proposed budget funds airport operations, on-going and previously planned and funded capital improvements, and projects a reasonable cash balance. The budget provides the funds necessary to maintain and improve the airports within the guidelines and policies followed by the DOA. The Airport Enterprise Fund (AEF) expects to maintain a reserve balance equal to at least 12 months of operating expenses throughout the year. As such, the Department is examining increased capital investment in key areas of both airports to ensure budget units are well maintained and avoid unexpected costs as infrastructure ages.

This budget represents a continued effort by staff to analyze the operating budget through a hybrid “line item” and “zero-based” approach and to integrate the capital budget needs of both airports in a manner sustainable through the currently approved rent and fee schedule.

DOA funds the maintenance and/or replacement of major infrastructure assets such as the runway and other airfield pavements through federal grants from the Airport Improvement Program (AIP). The local match requirement for these projects is typically 10% or less. As such, the standard depreciation schedule significantly inflates the depreciation expense.

The following are high level summary overall statements of the Airport Enterprise Fund:

- The Enterprise Fund E300 is projected to realize a gain during the fiscal year.
- The revenue section shows an increase in property and investment revenue. The property revenue increases are primarily due to new leases in the business park at Camarillo Airport, leases in the airside of the airports, and rate adjustments to various leaseholds. Other revenue sources such as percentage rent, landing fees and other miscellaneous fees continue to perform to the current year's level.
- Camarillo Airport is projected to realize a gain during the fiscal year.
- While Oxnard Airport currently projects an operating loss (excluding depreciation). One-time only expenses PFAS consulting and ARFF vehicle PFAS cleaning and disposal. Additionally, the Department is actively seeking development and redevelopment proposals for two airside parcels.
- The DOA anticipates a staffing level of 38 FTE's.

The budget book is divided into sections for purposes of review, as follows:

TAB #1: "Camarillo/Oxnard Combined":

1. A cash flow analysis for the five-year period July 1, 2024 – June 30, 2029, supports the FY 2024-25 budget as sustainable with an estimated \$18,300,000 cash balance that would begin with the new fiscal year. The highlights are as follows:
 - a. Depreciation is excluded in the cash flow calculation since it is not a true cash expense.
 - b. Cash reserves levels beginning FY 2024-25 are \$18.3 million and \$15.2 million beginning FY 2025-26, which are sustainable and well above the 12-month operating expenses target. The Department has been accumulating reserves beyond the 12-month operating expenses level in anticipation of major capital projects that are expected to require cash more than operating surpluses in the next five years. This cash is primarily for matching federal grants to accomplish critically required capital projects in the coming years. A large part of the Department's projects are grant based, and therefore, up to 90% of the grant-related expenditures will be reimbursed, subject to grant availability. At all times, reserve levels remain adequate to provide a sufficient cash base for

planned operations and other capital projects. The target/projected reserve level can be adjusted by deferring projects in the Capital Improvement Plan (CIP) to align with grant funding.

2. The FY 2024-25 Preliminary Budget depicts the proposed budget's impact on operating expenditures compared to the current year's Adopted Budget.
3. The "Operating Gain" without depreciation for operating the DOA is \$227,176.
4. Line-item budgets depict all non-capital expenses and revenues. The "Total Expenditures" reflects an amount like the previously adopted budget; however, it reflects projected performance-based salary increases, safety retirement for Airport Operations Officers, and other labor expense associated costs.
5. The Department of Airports is an Enterprise Fund. As such, all operating costs are derived from airport operations and is a self-sustaining enterprise. No funding is received from County funds, local, state, or federal taxes, or outside loans.

TAB #2: "Camarillo":

1. Camarillo's "Operating Gain" without depreciation is positive at \$1,002,112. Please note that Camarillo Airport administrative salaries and benefits are allocated 90% to Camarillo administration and 10% to Oxnard administration to present a more realistic picture of the costs for each airport.
2. Services and supplies budget, reflects an increase of 6.7%, this is primarily due to an effort to continue to maintain airport costs concurrent with prior year estimates.
3. Camarillo administration, operations, and maintenance sub-budgets are also found in this section for a more detailed listing of expenditures and revenue.

TAB #3: "Oxnard":

1. Oxnard's "Operating Loss" without depreciation is \$774,936. An increase to 10.9% of salaries and benefits from DOA administration are allocated to Oxnard Airport to give a truer picture of costs.
2. Salaries and benefits increased by \$45,145, primarily due to the percent transfer increase from CMA Administration personnel costs and performance based and cost of living salary increases.
3. The services and supplies budget decreased \$151,432 primarily due to lower projected maintenance and improvement costs at the airport. PFAS cost recovery remediation remains a significant expense. Additionally, ARFF vehicle high pressure washing expense to remove the PFAS "forever" chemical residue.

4. Oxnard administration, operations, and maintenance sub-budgets are also found in this section for a more detailed listing of expenditures and revenue.

TAB #4: “Capital”:

This budget is for capital expenses and revenue associated with federal and state grants and non-grant projects. The “Net Cost” of proposed projects is \$1,515,449. The projects are listed for your review on two tables and are consistent with the DOA’s five-year Capital Improvement Plan. The Department of Airports is an Enterprise Fund. As such, all operating costs are derived from airport operations. No funding is received from County funds, constituent taxes or fees, or outside loans.

Highlights of the capital budget are:

1. There are no new grant eligible projects scheduled for Camarillo Airport in FY 2024-25.
2. For Oxnard, the grant eligible projects anticipated for Oxnard airport include:
 - a) Additional grant costs related to the reconstruction of Taxiway F/A
 - b) Rehabilitation of the Air Traffic Control Tower
 - c) Design for the Reconstruction of the Terminal Apron

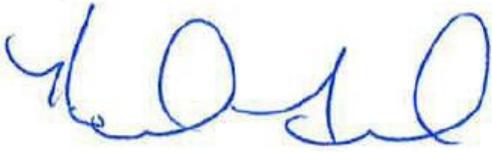
Project costs are estimated to be \$6,403,750. Anticipated grant revenue to cover those costs is estimated to be \$5,787,844. Financing is available within the Airports enterprise fund to cover net cost.

TAB #5: “Camarillo Roads and Lighting”:

Otherwise known as the Camarillo Utility Enterprise (CUE), this budget is for the maintenance of streets, street lighting and storm drains at the Camarillo Airport. The budget is funded through assessments to the eight owners of developed property on the airport campus, of which the DOA represents a share of approximately 66%.

The CUE has no new projects scheduled for FY 2024-25.

Staff realizes that there is a tremendous amount of information in the budget, and we have tried to organize it in a way that makes it accessible for discussion. Please feel free to contact Jamal Ghazaleh at (805) 388-4207 or me at (805) 388-4200 should you have any questions.



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

Attachments:

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



COUNTY of VENTURA
Department of Airports

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April 10, 2024

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

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 32-39 of Exhibit 1) (requires 4/5ths vote); and
3. Approve, adopt, and execute the resolution (pages 32-39 of Exhibit 1) establishing rents, fees, and insurance requirements for the Department.

Fiscal/Mandates Impact:

Mandatory: No

Source of funding: *The rents and fees provide the primary source of funding for the airport enterprise fund other than federal grants.*

Funding match required: *None*

Impact on other departments: *Several other departments are tenants at the airports and subject to paying rent. The established rents are based upon building replacement and/or fair market appraisals conducted by the Real Estate Services Division of the Public Works Agency or by outside, independent appraisers.*

<u>Summary of Revenues and Costs</u>	<u>FY 2024-25 Requested (Note B)</u>
Revenue (see Note A):	\$ 9,738,000
Costs:	
Direct (see Note A)	8,547,000
Indirect	<u>964,000</u>
Total Costs	<u>9,511,000</u>
Net Airports' Revenue	<u>\$ 227,000</u>

Note A: *Revenue excludes investment income and grant revenue; cost excludes depreciation expense and capital projects.*

Note B: *Following fiscal year is not shown since the Rent and Fee Schedule is re-evaluated annually.*

Discussion:

At the recommendation of the Auditor-Controller, the Department's rents and fees are reviewed annually for appropriate adjustment in accordance with those policies set forth in that resolution establishing airports' rents and fees. Proposed changes are discussed below:

1. Per Rent & Fee Policy 3.b., there are no rate adjustments for hangars and tie-downs this year. During this Fiscal Year, the Department of Airports will conduct the five-year market study of storage rates for inclusion in the FY 25/26 budget.
2. To continue to create an incentive for our six Aviation Service Providers to offer a new unleaded aviation fuel alternative, the Department of Airports proposes to again this year temporarily waive the Fuel Flowage Fee and the Storage Fee (applies to unleaded fuel stored in County-owned tanks). An incentive is appropriate because this fuel formulation is new in the marketplace and, due to the extremely low volumes and other supply chain considerations, comes at a higher price and lower margins. Despite the economics, having an unleaded fuel product available at our airports is very much in the interest of the Department to help reduce and eventually eliminate lead emissions from aviation. This waiver will be reevaluated next fiscal year to determine if the incentive is still needed.
3. To continue to encourage compliance with the requirement for Mobile Mechanics, Independent Flight Instructors, and Self-Fuelers to obtain and/or maintain Aviation Commercial Activity Permits, the Department of Airports will retain the annual fee of \$750.00. In addition, we propose to continue the new discounted fee to renew

an active permit is proposed to encourage permit holders to remain in good standing and in compliance with this requirement.

4. We have made a significant change to the fees charged for filming at the airport, specifically for commercial filming/ feature films, from \$1,100 per day to \$15,000 for the first day and \$10,000 per day thereafter. These projects require significant investment in time and logistics and the charges are more in line with industry standards.
5. The waiver of the 2% transfer fee outlined in VIII. B. for the transfer/sale of the Private hangars will continue to apply to new term leases signed and transferred on or before June 30, 2025, which is the last and final waiver for this category.
6. Rates have been adjusted for personnel where time is charged to grants, tenant requested maintenance, and/or tenant requested operations that are not part of our day-to-day business. Rates are adjusted to reflect cost recovery only.
7. The Department recently implemented a new ePay option. The following fees apply: Credit Cards: 2.15% of transaction amount (minimum of \$1.00 fee); Electronic Checks (eChecks) \$1.50 per transaction. As a continuing incentive to encourage tenant acceptance of the new payment option, ePay transaction fees will be waived until June 30, 2025.
8. We have modified the Policy section 3.d. on page 35 to remove the requirement for Private hangar owners to first offer their hangar to the County if the owner wants to improve or modify its hangar. This reflects the changes made with the recent long-term private hangar lease agreement. Moreover, County does not have the capacity to repair or restore general aviation hangars and retain those in its inventory.

The proposed Department of Airports' Rent and Fee Schedule, to become effective July 1, 2024, is recommended for the Board's approval and contains the adjustments noted above.

If you have any questions regarding this item, please call Dave Nafie at (805) 388-4201, or me at (805) 388-4200.



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

Attachments:

- Exhibit 1 – FY 2024-25 Rent and Fee Schedule - Proposed Clean Version
- Exhibit 2 – FY 2024-25 Rent and Fee Schedule - Proposed Track Changes Version

RENT AND FEE SCHEDULE
DEPARTMENT OF AIRPORTS

Rents and Fees Common to
Camarillo and Oxnard Airports

Effective July 1, 2024

Summary of Rent & Fees

FY 2024-25

CHARGE	Rent or Fee
Administration Fee - Applies to each new lease processing action by Department	\$ 150.00
Transient Tie-downs - Per Overnight (Not on Corporate Ramp)	
<i>Single Engine</i>	\$ 8.00
<i>Multi Engine</i>	\$ 10.00
<i>Large Aircraft over 12,500 LBS</i>	Equal to Landing Fee
Transient Ramp Area - Day Use (24 hrs or any portion)	
<i>Commercial / FBO / Overflow Use -Fee Per Day or Portion- under 12,500 lbs</i>	\$ 25.00
<i>Commercial / FBO / Overflow Use - Fee Per Day or Portion 12,500 - 40,000 lbs</i>	\$ 50.00
<i>Commercial / FBO / Overflow Use - Fee Per Day or Portion - over 40,000 lbs</i>	\$ 100.00
<i>Commercial / FBO / Overflow Use - Fee Per Day or Portion - Helicopters</i>	\$ 50.00
<i>Private Aircraft - Not affiliated with FBO</i>	\$25.00 / Equal to Landing Fee
<i>Government/Contract Fire Fighting Aircraft</i>	No charge
Leased Tiedowns - Per Space, Month to Month Basis	
<i>Standard</i>	\$ 112.00
<i>Pull-through</i>	\$ 153.00
<i>Large Aircraft over 12,500 LBS (See also Exhibit B)</i>	10x Landing Fee
Ground Rent - With Private Hangars - Per SF, Per Month	\$ 0.150
County Owned Hangar Rent - Per SF, Per Month	
<i>Constructed Prior to 2019</i>	\$ 0.400
<i>Constructed After 2019</i>	\$ 0.540
<i>Electric Service - Per Month (if applicable)</i>	\$ 11.000
AIRCRAFT OPERATIONS	
Landing Fees	
<i>Air Carriers - Minimum Fee / Fee per 1,000 LBS MTOW</i>	\$ 15.49
<i>Air Carriers - Fee per 1,000 LBS MTOW (Rounded to nearest thousand pounds)</i>	\$ 1.44
<i>Lighter-than-air Aircraft Daily Use Fee</i>	\$ 113.00
<i>Small Aircraft under 12,500 LBS (Non-Commercial)</i>	No charge
Fuel Flowage/Storage	
<i>Fuel Flowage per delivered gallon (Except Unleaded Fuels in FY24-25)</i>	\$ 0.06

RENT FEE SCHEDULE
Department of Airports
Fiscal Year 2024 - 2025

Summary of Rent & Fees

FY 2024-25

CHARGE	Rent or Fee
<i>Facility Fee - For Use of County Fuel Farm</i>	\$ 0.02
<i>Oil Flowage</i>	\$ 0.15
<i>Fuel Tank Rental - For Storage of Fuel in County Fuel Farm (Except Unleaded Fuels in FY24-25)</i>	\$ 0.046

GOVERNMENT AIRCRAFT - WITHOUT CHARGE*

AIRPORT BUILDINGS/IMPROVEMENTS (County-Owned)

Rent (Non-Aviation) - Per SF, Per Month

Storage (misc areas including on airport storage areas)

Established by Appraisal	
	FMR

Rent (Aviation) - Per SF, Per Month

Hangar

\$	0.40
----	------

Shop

\$	0.40
----	------

Office

\$	0.50
----	------

Ramp

\$	0.0886
----	--------

Term of Lease (Non-Aviation) - Improvements Per Acre, Per Year

\$	20,000.00
----	-----------

Term of Lease (Aviation) - Improvements Per Acre, Per Year

Full Service ASP

\$	20,000.00
----	-----------

Limited Service ASP

\$	20,000.00
----	-----------

Single Service ASP

\$	20,000.00
----	-----------

AIRPORT LAND/GROUND AREAS

Ground Rent (Aviation & Non-Aviation) - Per SF, Per Year

Ground Leases (Non-Aviation)

\$	1.50
----	------

Ground Leases (Aviation)

\$	0.975
----	-------

Percentage Rent

As negotiated	
---------------	--

Term of Lease (Aviation and Non-Aviation) - Improvements Per Acre, Per Year

\$	20,000.00
----	-----------

Month to Month Ground Lease

Minimum Rent	
--------------	--

Summary of Rent & Fees

FY 2024-25

CHARGE	Rent or Fee
AUTO PARKING	
Oxnard Terminal Pay Lot	
0-4 HRS	Free
4-6 HRS	\$ 4.00
6-12 HRS	\$ 6.00
12-24 HRS	\$ 15.00
Each Additional Day	\$ 15.00
Permit Parking	
Rent-A-Cars - Per Month, Per Space	\$ 20.00
All Others - Per Month, Per Space	\$ 25.00
Permit Replacement Fee	\$ 5.00
AIRPORT PERMITS	
Commercial Activity Permits	
Permit Fee - Aviation Commercial	
Daily Permit	\$ 199.00
Additional Consecutive Days	\$ 35.00
Annual Permit - Mobile Mechanic, Independent Flight Instructor, Self-Fueler	\$ 750.00
Annual Permit Renewal - Mobile Mechanic, Independent Flight Instructor, Self-Fueler	\$ 500.00
Permit Fee - Non-Aviation Commercial	
Daily Permit	\$ 436.00
Additional Consecutive Days	\$ 100.00
Monthly	\$ 871.00
Annual	\$ 2,438.00
Commercial Film/Photography Permits (on Non-Leased Property)	
Feature/TV/Commercial/Movie Filming per day (1-20 Cast/Crew)	\$15,000 day 1; \$10,000/next
Feature/TV/Commercial/Movie Filming per day (21+ Cast/Crew)	\$20,000 day 1; \$10,000/next
Commercial Photography per day	\$ 800.00

Summary of Rent & Fees

FY 2024-25

CHARGE	Rent or Fee
<i>Activity on Leasehold per day</i>	\$ 262.00
Special Use Permit Fee - Non-Commercial, Individual, and/or Community/Club Activity	
<i>Daily Fee</i>	\$ 436.00
<i>Additional Consecutive Days</i>	\$ 100.00
<i>Annual Fee</i>	\$ 2,438.00
Use Permit for Promotion of Aviation/Non-profit Community Activity	Fee Waiver Required
Special Uses Requiring Extra or Overtime Operations Personnel	Use Fee Plus Personnel Costs
Aircraft Repair Work Areas (Wash Racks)	
<i>Aircraft Owner Use (Non-Commercial) - Per 4 Hour period</i>	\$ 25.00
Taxi-Cab Stand/Scheduled Shuttle Operations/Courtesy Vehicles	
<i>Taxi/Shuttle Permit Fee within Ventura County- Annual</i>	\$ 1,527.00
<i>Taxi/Shuttle Permit Fee - Travel Outside Ventura County</i>	\$ 2,438.00
<i>Courtesy Vehicle Permit Fee - Annual</i>	\$ 184.00
<i>Off-Airport Rental Cars (Separate License Required)</i>	8.5% Attributable Gross
<i>Restaurant - Major Operation - Base Rent</i>	As negotiated
<i>Restaurant - Major Operation - Percentage Rent</i>	As negotiated
<i>Restaurant - Minor Operation - Base Rent</i>	Minimum Base Rent
<i>Restaurant - Minor Operation - Percentage Rent</i>	6% of Gross
Disabled Aircraft Fees	
<i>Runway/Taxiway Closure Hourly Fee - First two hours free then:</i>	\$ 1,000.00
<i>Ramp or Tiedown Storage Daily Fee - First 90 days</i>	\$ 25.00
<i>Ramp or Tiedown Storage Daily Fee - After 90 days</i>	\$ 50.00
<i>Ramp or Tiedown Storage Monthly Fee - After 90 days</i>	\$ 1,500.00
<i>County-Owned Hangar Storage Daily Fee (if available)</i>	\$100 per day, max 90 days
MISCELLANEOUS CHARGES	
Electronic Payment Convenience Fee (per transaction)	\$ 9.00
Large Item Disposal Fee	\$100
Document Processing Fee	
<i>Documents executed by Director of Airports</i>	\$ 50.00

RENT FEE SCHEDULE
Department of Airports
Fiscal Year 2024 - 2025

Summary of Rent & Fees

FY 2024-25

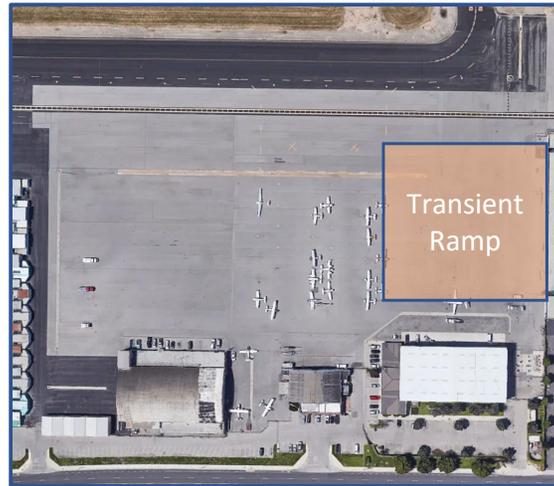
CHARGE	Rent or Fee
<i>Documents executed by Board of Supervisors</i>	\$ 250.00
<i>Documents reviewed by County Counsel</i>	\$ 250.00
Transfer Fee for Long Term Lease, Private Hangar Sales (fee for Private Hangar waived through 6/2025)	2%
Document Copying Fee - Per Page	\$ 0.060
Bad Check Charge	\$ 25.00
Security Gate Cards - New	\$ 20.00
Security Gate Cards - Lost Card Replacement	\$ 16.00
Parking Citations	\$ 50.00
Late Fee (of Unpaid Balance after 11th calendar day)	10%
Airport Sweeper Service Fee - Per Hour or Portion of Hour	\$ 118.00
Other Hourly Rates	
<i>Private Development Review / Permitting/CEQA Lead Agency - Projects Administrator</i>	\$ 159.04
<i>Private Development Review / Permitting/CEQA Lead Agency - Deputy Director</i>	\$ 198.50
<i>Private Development Review / Permitting/CEQA Lead Agency - Director of Aviation</i>	\$ 247.95
<i>Grant Billing - Federal Grants - Projects Administrator</i>	\$ 159.04
<i>Grant Billing - Federal Grants - Senior Accounting Tech</i>	\$ 80.70
<i>Grant Billing - Federal Grants - Lease Manager</i>	\$ 147.89
<i>Grant Billing - Federal Grants - Office Assistant III</i>	\$ 76.34
<i>Maintenance Supervisor</i>	\$ 132.68
<i>Maintenance Workers - Lead</i>	\$ 108.50
<i>Maintenance Workers - Senior</i>	\$ 94.05
<i>Operations Workers - Supervisor</i>	\$ 114.37
<i>Operations Workers - Officer</i>	\$ 83.17
LEASE/LICENSE AGREEMENTS	
Full Service Aeronautical Service Provider	As Negotiated

Transient Ramp Areas (also known as “Corporate Ramp”)

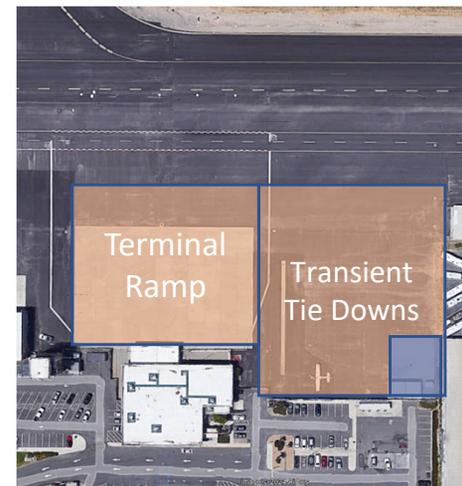
Camarillo Transient Ramp



Oxnard Transient Ramp



Oxnard Transient & Terminal Ramp



Ramps Subject to
Commercial Day-Use Fee
(Approx. Extents)



Aircraft Work Area
Permit Fees Apply

**DEPARTMENT OF AIRPORTS
RENT AND FEE SCHEDULE
INDEX**

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I. AIRCRAFT STORAGE

No aircraft shall be allowed to remain as tenants in/on assigned aircraft storage space on either Camarillo or Oxnard Airport without having first registered with the Director of Airports, or his representative, and having obtained a valid permit, Lease Agreement, or License Agreement as required and having paid the fees as set forth below:

The following shall apply to all aircraft storage Lease and License Agreements:

Fee: All fee calculations listed under this section will be rounded to the nearest whole dollar.

Late Fee: Storage Hangar Lease and License Fees are due and payable on or before the first of each month and if not received before the 16th day of each month a late charge of \$15 shall be added.

Security Deposit: Tenant shall provide County with and thereafter maintain a refundable cash security deposit in an amount equal to one (1) month's rent in effect at the time of initial license sign-up.

Transient aircraft shall be charged fees as set forth below in A:

A. Transient Tie-downs (overnight) 12,500 lb. or less

1. Single Engine - \$8/day
2. Multi Engine - \$10/day
3. Aircraft over 12,500 lb. refer to section C below

(Note: see Section II. A. Landing Fees count as first night daily fee)

B. Tie-downs (month to month)

1. Push in/out - \$112/month
2. Taxi in/out - \$153/month

C. Large Aircraft (over 12,500 lb.)

Unless parked by a commercial operator, Tie-down/Monthly and Transient/Daily Fees: Daily fee \$1.44 per 1,000 lbs. of Max. gross take-off weight. Monthly fee is 10 times the daily fee. Fees are rounded to the nearest whole dollar. The first 24-hour period is included in landing fee. Statements will be sent to the aircraft owner listed in FAA registry.

D. Transient Ramp Area – Commercial Day-Use and Overflow Parking Fee.

Commercial operators that park aircraft on a Transient Ramp Area that is owned and managed by the Department of Airports (also known as “Corporate Ramp”)

will be billed to the commercial operator according to the following schedule (piston aircraft should be parked on a tiedown leased or licensed to the operator). Refer to the Rent and Fee Schedule Index for a depiction of the Transient Ramp Area.

1. Jets and Turboprops less than 12,500 pounds maximum gross take-off weight - \$25/day or any portion thereof.
2. Jets and Turboprops between 12,500 – 40,000 pounds maximum gross takeoff weight - \$50/day or any portion thereof.
3. Jets and Turboprops over 40,000 pounds maximum gross take-off weight - \$100/day or any portion thereof.
4. Helicopters - \$50/day or any portion thereof.

- NOTES:
- a) Taxi in/out spaces limited to aircraft too heavy to manually maneuver.
 - b) Light Aircraft (12,500 lb. and under) with wingspans exceeding normal tie-down dimensions must rent two or more spaces to accommodate aircraft size.

D. Ground Rent - Private Hangars

1. The rent for Privately owned hangars is based upon \$0.15 per square foot per month.

NOTES:

- a) See Exhibit B for the areas of various hangars calculated from actual measurements and rounded down to the next increment of 10 square feet.
- b) Privately owned hangars to which electrical service was installed at no cost to County and connected to a non-County metered account are exempt from the electrical service rate.
- c) Hangars served with electricity through an independent meter, paid by County, shall be charged an additional estimated \$11 per month electrical energy charge. The actual vs. estimated energy costs will be evaluated annually and adjustments made accordingly.
- d) Upon termination of the Lease Agreement for cause, Lessee shall be placed on a daily rate equivalent to two times the monthly rate divided by 30 and rounded to the next highest dollar.

E. County Owned Hangars (Examples of area - not all inclusive)

1. The rent for County owned hangars built/installed prior to 2019 is based upon \$0.40 per square foot per month. The rent for County owned hangars built/installed in or after 2019 is based upon \$0.54 per square foot per

month.

NOTES:

- a) Hangars served with electricity through an independent meter, paid by County, shall be charged an additional estimated \$11 per month electrical energy charge. The actual vs. estimated energy costs will be evaluated annually and adjustments made accordingly.
- b) Upon termination of the Lease Agreement for cause, Lessee shall be placed on a daily rate (Daily Hangar Fee) equivalent to two times the monthly rate divided by 30 and rounded to the next highest dollar.
- c) The following are examples of hangar areas – not all inclusive:

<u>Inventory installed prior to 2019:</u>	<u>Inventory installed in or after 2019:</u>
1. Port-A-Port (750,800,850,900 S.F.)	1. Tee Hangars (1,130 S.F.)
2. Fixed T (1,000 S.F.)	2. Tee Hangars (1,300 S.F.)
3. Port-A-Port (1,050 S.F.)	3. Tee Hangars (1,500 S.F.)
4. NUNNO (1,100 S.F.)	4. Tee Hangars (2,770 S.F.)
5. NUNNO (1,400 S.F.)	
6. Port-A-Port (2,000 S.F.)	

II. AIRCRAFT OPERATIONS

A. Landing Fees

- 1. Air Carriers (scheduled commercial – non-based) and Air Taxis (non-scheduled commercial – non-based) shall be charged a minimum landing fee of \$15.49 or \$1.44 per 1,000 pounds of gross weight, rounded to the nearest whole dollar, whichever is greater. The term "gross weight" shall be the certified maximum gross takeoff weight specified by FAA for the type of aircraft.

NOTE: Landing Fee includes first overnight parking fee.

- 2. Privately owned or leased aircraft (non-based), not used for hire or compensation, shall be exempt from landing fees up to 12,499 pounds. However, heavier aircraft shall be charged at the rate in 1. above if 12,500 pounds or heavier.
- 3. Lighter-than-air Aircraft Use Fee. Lighter-than-air aircraft such as airships, dirigibles, blimps and balloons shall be charged a daily use fee of \$113. The payment of this fee shall entitle the operator to a mooring location on a site assigned by the airport, as well as parking for support vehicles. Prior

permission of the Director of Airports is required.

B. Fuel Flowage/Storage

1. Fuel Flowage - All vendors and Self-Fueling Operators who dispense aviation fuel upon County Airports shall pay the County a Fuel Flowage Fee of \$0.06 per delivered gallon.
2. Facility Fee – (For use of County Fuel Farm Facilities) vendors and Self-Fueling Operators who dispense aviation fuel upon County Airports shall pay the County a Facility Fee of \$0.02 per delivered gallon.

NOTE: Tenant will pay actual cost of utilities on a pro rata basis and will be billed quarterly for those costs. An annual adjustment will be made at the end of each year.

3. Oil Flowage - All vendors who dispense aviation oil upon County Airports shall pay the County an Oil Flowage Fee of \$0.15 per delivered gallon.
4. Fuel Tank Rental - Whenever County owned tanks are utilized to store fuel, a Fuel Storage Fee of \$0.046 per delivered gallon shall be paid to County.

NOTE: Flowage and Storage Fees are due with submission of Quarterly Fuel Flowage Reports and are in addition to all other rents due.

- a) Late fees of 10% are applicable to flowage and storage fees when not paid by the thirtieth day following the end of each quarter.
- b) Fuel/Petroleum Vendors and Self-Fueling Operators shall obtain and maintain all permits and associated fees.
- c) An exception for FY 2024-25 is the Fuel Flowage Fee and Storage Fee for qualifying Unleaded AvGas formulations will be waived.

III. GOVERNMENT AIRCRAFT

Airport facilities shall be made available to government aircraft (state or federal) without charge except if the use by government aircraft is substantial. Substantial use shall be considered to exist when during any calendar month:

- A. Five (5) or more government aircraft are regularly based at the airport or on land adjacent thereto; or
- B. The total number of movements (counting each landing as a movement) of government aircraft is 300 or more, or the gross accumulative weight of government aircraft using the airport (the total movements of government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

C. Government aircraft are based or use airport(s) in excess of any 90-day period.

This is in conformance with those assurances given under the Federal Airport Act or the Airport and Airway Development Act of 1970.

IV. AIRPORT BUILDINGS/IMPROVEMENTS

A. Rent (Non-Aviation)

The lease rental rate for airport-owned non-aviation buildings and improvements, including storage areas and facilities, shall be based on Fair Market Value, including percentage rents, as established by an appraisal by the Real Estate Services Division of the Public Works Agency or an outside, independent appraiser. The appraisal and subsequent rental rates shall reflect whether or not one or more utilities may be included. The rental rate shall also reflect if any other services such as maintenance or janitorial are included. Rent increases, as often as annually, may be negotiated between the parties.

B. Rent (Aviation)

Per Policy 3, the lease rental rate for airport-owned aviation buildings and improvements shall be based on Fair Market Value.

Current rates per square ft. per month are:

	<u>Camarillo</u>	<u>Oxnard</u>
Hangar	\$0.40	\$0.40
Shop	\$0.40	\$0.40
Office	\$0.50	\$0.50
Ramp	\$0.0886	\$0.0886

C. Term of Lease (Minimum Qualifications) Non-Aviation

A capital investment of \$20,000 per acre, per year of lease, may be required, as approved by the Director of Airports, and such improvements shall be completed within two years or less, or as negotiated in the lease.

D. Term of Lease (Minimum Qualifications) Aviation

1. Full Service ASP- A minimum capital investment of \$20,000 per acre, per year, is required, as approved by the Director of Airports. All agreed-upon improvements shall be completed within the first two years or less, or as approved by the Board of Supervisors.
2. Limited Service ASP- A capital investment of \$20,000 per acre, per year, is required, as approved by the Director of Airports, and all agreed-upon improvements shall be completed within the first two years or less, or as negotiated in the lease.

3. Single Service ASP- A capital investment of \$20,000 per acre, per year, is required, as approved by the Director of Airports, and such improvements shall be completed within one year or less, or as negotiated in the lease.

NOTES: Tenant shall maintain leased premises in as good or better condition, to include:

Repainting at least once every 10 years
Maintain roof free of leaks
Maintain landscaping in clean and healthy condition (free of trash)

E. Leases up to Five Years Term may be executed by the Director of Airports, or his/her designee.

V. AIRPORT LAND/GROUND AREAS

A. Rent (Non-Aviation and Aviation)

1. Ground Leases: (Oxnard and Camarillo) All Ground Leases are subject to a minimum base rent and/or percentage rent, and Board of Supervisors approval. All ground leases are subject to a 5-year rent review and adjustment.

(NOTE: Formula Minimum Rent: 10% of the Fair Market Value and/or appraised value of land per annum or as otherwise approved by Board of Supervisors. Land to be reappraised as often as yearly but at a minimum every two years, and Rental Value to be adjusted per Lease language, but not less than every 5 years.)

- a) Non-Aviation Land Rent Rate is \$1.50 per square ft. per year based on 10% ROI using February 2022, appraisal stating land value at \$15.00 per square foot.
- b) Aviation Land Rent Rate is \$0.975 per square ft. per year based on Non-Aviation Land rate and discounted 35% due to use being restricted to aviation only.

Percentage Rent: Applicable Rate of all gross receipts from Tenants subject to percentage.

2. "Month to Month" Ground Leases: All Month to Month Ground Leases are subject to formula minimum base rent or negotiated rent, whichever is greater, and may be executed by the Director of Airports. All month-to-month ground leases are subject to annual

review and adjustment.

(NOTE: Formula Minimum Rent: 10% of the Fair Market Value and/or appraised value of land per annum or as otherwise approved by Board of Supervisors. Land to be appraised and Rental Value adjusted periodically with Director of Airports' discretion).

NOTES:

- a) All improvements constructed by the Tenant on the Airport shall, at the option of the County, be removed and the ground area returned as nearly as practicable to its original condition or may be vested with the County upon termination of the Lease.
- b) Tenant shall maintain leased premises in as good or better condition, to include:

Repainting at least once every 10 years (or as needed)
Maintain roof free of leaks
Maintain landscaping in clean and healthy condition (free of trash).
- c) Agricultural leases are handled as special situations and are exempted from the foregoing guidelines and minimums. Rents shall be established by market comparisons as determined by the Director of Airports.
- d) Not-for-profit aviation museums are handled as special situations and are exempted from the foregoing formula minimum rent requirements. Land rent shall be as negotiated with the Director of Airports and approved by the Board of Supervisors.

B. Term of Lease (Non-Aviation and Aviation)

1. Ground Leases: One (1) year or more leases. In order to secure a long-term ground lease beyond one (1) year, lessee shall invest \$20,000 per acre, per year, as approved by the Director of Airports. All agreed-upon improvements shall be completed within the first year or less, or as approved by the Board of Supervisors. All improvements (excluding fueling apparatus) shall transfer to County at end of 20th year, regardless of term, or as negotiated with Airport Director and approved by the Board of Supervisors, and rent assessed for all improvements by category (example, office, storage, ramp, shop space, etc).
2. "Month to Month" Ground or Office Leases: Renewable until terminated (no options to extend).

3. Commercial leases in Airport Business Park. One (1) year or more.

C. Leases up to Five Years Term may be executed by the Director of Airports or his/her designee

VI. AUTO PARKING. Overnight camping and RVs are expressly prohibited in all areas (aviation side and non-aviation side)

A. Terminal Area Parking (Oxnard Terminal Building)

0-4 hours free

4-6 hours \$4

6-12 hours \$6

12-24 hours \$15

Each additional 24 hours \$15/day

B. Permit Parking (Excludes Oxnard Airport Terminal Parking)

1. Rent-a-Car Company - \$20/month/space

2. All others - \$25/month/space

3. Permit replacement fee - \$5

VII. AIRPORT PERMITS

A. Commercial Activity Permits

No person or business entity other than current lessee or licensee shall sell or publicly solicit the sale of merchandise, conduct or operate a business or service for hire or compensation, or advertise or solicit business or utilize airport land area upon property under the jurisdiction of the Department of Airports unless a permit is first obtained from the Director of Airports. In order to encourage compliance with this requirement, permit holders in good standing will qualify for reduced annual rates.

To qualify for a Commercial Activity Permit, the following is required:

1. Permit Fee, Aviation Commercial uses/activities and aircraft mobile detailing

a) Daily Permit \$199; ea. additional consecutive day \$35

b) Annual Permit

1. Mobile Mechanic \$750 for the first year and \$500 for annual permit renewals, if permit is not allowed to expire.

2. Independent Flight Instructor \$750 for the first year and \$500 for annual permit renewals, if the permit is not allowed to expire.

3. Self-Fueler \$750 for the first year and \$500 for annual permit renewals, if permit is not allowed to expire.

2. Permit Fee, Non-Aviation Commercial uses/activities
 - a) Daily Permit \$436; ea. additional consecutive day \$100 (up to 3 days)
 - b) Monthly Permit \$871 (as allowed)
 - c) Annual Permit \$2,438 (as allowed)
3. A Certificate of Insurance naming the County of Ventura and/or Department of Airports as Additional Insured with coverage as specified in Exhibit "A."
4. A \$20 fee will be collected on all first issue gate access cards. Broken, damaged, or lost cards will be replaced for a fee of \$16 each card.
5. Evidence of the applicable City business license.

NOTE: Permit does not allow Permittee to enter upon lessee's premises without approval of lessee. Commercial activity permit fees may be adjusted at the discretion of the Director of Airports if deemed necessary for the provision of services. One-Year Permit is subject to 30-day termination.

B. Commercial Film/Photography Permits

No person or business entity shall conduct any commercial filming, photography or demonstrations upon County airports without first obtaining a permit from the Director of Airports. Commercial Filming and Commercial Photography is defined as filmmaking or photography for compensation. For the purposes of definition, the "Day" rate is for a 12-hour period.

To qualify for a Commercial Film/Photography Permit, the following is required:

1. Permit Fee
 - a) Feature/TV/Commercial/Movie Filming \$15,000 for first day, then \$10,000 each additional day thereafter (includes location and basecamp 1-20 cast/crew)
 - b) Feature/TV/Commercial/Movie Filming \$20,000 for first day, then \$10,000 each additional day thereafter (includes location and basecamp 21+ cast/crew)
 - c) Commercial Photography \$800/day
2. Certificate of Insurance naming the County of Ventura as Additional Insured with coverage as specified in Exhibit "A."
3. Security/clean up deposit equal to ½ of the initial per-day fee may be required if determined by the Director of Airports to be justified by the planned activity.

NOTES:

- a) The above fees apply to all or part of a facility under the jurisdiction of the Department of Airports.
- b) Maximum permit term is seven (7) days including setup and disassembly time, without advance approval of the Director of Airports.
- c) Commercial Filming and Commercial Photography Activity on leased property still requires a County permit; however, County charge for such Permit shall be limited to \$262 per day.

C. Special Use (Non-commercial) Activity Permit

No person or entity shall conduct a non-commercial, individual and/or community/club activity upon County airports without first obtaining a permit from the Director of Airports.

To qualify for a Special Use Permit, the following is required:

1. Permit Fee
 - a) Daily fee \$436; ea. additional consecutive day \$100
 - b) Annual fee \$2,438
2. Certificate of Insurance naming the County of Ventura as Additional Insured with coverage as specified in Exhibit "A" if determined by the Director of Airports to be justified by the planned activity. Any event involving alcohol, if approved, will require insurance and appropriate alcohol license from the Alcohol Beverage Control.
3. Security/cleanup deposit equal to the per day fee, if determined by the Director of Airports to be justified by the planned activity.

D. Use of Airport for Promotion of Aviation and/or a Non-Profit/Community Activity

Aviation related and/or community oriented one-time events considered to be of public interest, non-profit, and/or having a value to the aviation community, may request in writing a waiver of fees, which may be approved at the discretion of the Director of Airports. Examples: National Aviation Day, special Aircraft fly-ins, and special aviation group activities.

E. Special Uses Requiring Extra or Overtime Personnel

Special uses requiring extra County personnel shall be charged, in addition to use fee, an hourly rate for personnel for each hour or portion thereof required (two (2) hours minimum for Airport Operations Officers).

F. Aircraft Repair Work Areas

The use of aircraft repair work areas is available only on a reservation basis, and is limited to aircraft owners, notwithstanding commercial activity provided for herein. Reservations are required through the Department of Airports.

No automobile washing is allowed.

Fee: \$25.00 for each four (4) hour block of time or portion thereof. No user may use the work area in a single visit in excess of 12 hours. No overnight storage of an aircraft in this area.

G. Taxi-Cab Stand/Scheduled Shuttle Operations/Courtesy Vehicles/Ridesharing Services

Taxicabs, scheduled shuttles, ridesharing services (such as Uber, Lyft, and related services), and courtesy vehicles may enter airport property without charge for the purpose of dropping off passengers. However, no taxicab, ridesharing service, scheduled shuttle, or courtesy vehicle shall be allowed to pick up or await passengers or to remain in the designated taxi stand or shuttle area without first having obtained a permit. Permits are valid for both airports.

The following is required for a permit:

1. For services confined to Ventura County: Taxi/Shuttle Permit Fee \$1,527 per year; (at discretion of Director, may be payable \$127.25 per month in advance). For services which include travel outside of Ventura County, Taxi/Shuttle Permit Fee of \$2,438 per year (no monthly installment payment).
2. Courtesy Vehicle Permit Fee (Hotel/Motel vehicle to which no fee for service is charged to the customer) \$184 per year each company.
3. Certificate of Insurance naming the County of Ventura as Additional Insured, with coverage as specified in Exhibit "A."
4. Evidence of the applicable City Business License.

H. Removal and Storage of Disabled Aircraft

Aircraft that become disabled at either airport due to unforeseen circumstances such as an accident must be removed expeditiously from any movement area (County of Ventura Ordinance 6506-4). If a disabled aircraft causes the closure of any runway or taxiway for more than 2 hours, the aircraft owner shall be charged \$1,000 each hour until the runway and/or taxiway surfaces can be reopened. In addition, disabled aircraft that must be stored while awaiting repairs or salvage shall be subject to special disabled aircraft storage fees. If the disabled aircraft is placed on a tiedown or apron area, the owner shall be charged a tiedown fee of \$25 per day for the first 90 days. After 90 days the fee increases to \$50 per day or \$1,500 per month. The use of a vacant and available County-owned hangar for disabled aircraft storage shall be charged \$100 per day up to 90 days, after which the agreement is terminated.

VIII. MISCELLANEOUS CHARGES

A. Document Processing Fee/Document Review Fee by County Counsel

A fee shall be paid to County in advance for "Tenant-initiated" and/or public requested drafting and/or processing each Amendment, Assignment, Concurrence, Change of Ownership, Approval of Sublease, Extension of Terms, Option to Lease, or other modifications of month-to-month or long-term leases or research of public documents. This processing fee shall be deemed earned by County when paid and shall not be refundable. Fee is construed as reimbursement of administrative costs pursuant to transaction or research. (County or mutually initiated documents are exempted.) Document review fee for documents not on County standard forms shall require a one-time up-front fee of \$250.00 to reimburse DOA for County Counsel fees for legal review.

1. Documents executed by Director of Airports \$50.
2. Documents executed by Board of Supervisors \$250.
3. Document review fee by County Counsel \$250.

B. Transfer Fee for Long Term Lease (Term exceeding 1 year)

2% of sales price, based on appraisal and/or purchase agreement. Term ground leases for privately owned aircraft storage hangars that were previously month-to-month leases, signed on or before June 30, 2025, are exempt from this fee, but only if the hangar is transferred on or before June 30, 2025.

C. Document Copying Fee

A fee of \$0.06 per page shall be charged for reproducing all documents not associated with the conduct of routine airport business.

D. Bad Check Charge

A "bad check" charge of \$25 will be added to that amount owed for all checks returned for insufficient funds or any other reason.

E. Security Gate Cards

Parking and security gate cards for entrance to parking and general aviation areas (hangar and tie-down) will be issued by the Director of Airports to authorized persons (see current Gate Card policy on file at the Department of Airports for "authorized persons"). A \$20 fee will be collected on all first issue cards. Broken, damaged, or lost cards will be replaced for a fee of \$16 each card.

F. Parking Citations

Civil penalty citations issued for vehicular parking violations under Ventura County Ordinance Codes 6508-21 and 6508-22 are set at \$50 per violation.

G. Airfield Infractions/Citations

Per Section 6503-4 of the Ventura County Ordinance Code, citations may be issued for violations “Infractions” of the Airports Ordinance Code (Ventura County Ordinance Code section 6501 et seq). First violation is \$100; second violation for same activity is \$200 and third violation is up to but not in excess of \$500.

H. Late Fee

10% of unpaid balance (not compounded) on all leases, and licenses, including percentage rents and fees if not received before the 11th day of each month. Tiedowns/hangars refer to Section I.

I. Airport Sweeper Service Fee

\$118/hour (or partial hour) for use of airport sweeper on airport. Fee includes airport personnel as sweeper operator.

J. Other Hourly Rates

Project Permitting and Plan Reviews; Department of Airports as CEQA Lead Agency

Projects Administrator \$169.27/hour
Projects Specialist \$118.57/hour
Deputy Director \$196.07/hour
Director of Airports \$254.47/hour
Lease Manager \$151.70

Grant Billing – Federal Grants

Projects Administrator \$169.27/hour
Senior Accounting Tech \$101.61/hour
Office Assistant III \$86.45

Maintenance Workers

Maintenance Supervisor \$127.04/hour
Senior Maintenance Worker \$93.38/hour
Lead Maintenance Worker \$107.46/hour

Operations Workers

Operations Supervisor \$122.36/hour
Operations Officer \$106.86/hour

K. Administration Fee

A charge of \$150 for each new lease processing action including but not limited to the following examples: a new lease sign up, change of hangar, sale of private hangar, refund of waitlist deposits if before notice of removal.

L. Electronic Payment Fees using ePay

The following fees apply to transactions using the electronic payment portal (ePay).

Credit/Debit Cards: 2.15% of transaction amount (Minimum Fee \$1.00)
Electronic Checks (eChecks): \$1.50 per transaction.

As an incentive to encourage tenant acceptance of the new payment option, ePay transaction fees will be waived for all transactions occurring on or before June 30, 2025.

IX. LEASE/LICENSE AGREEMENTS

A. Types of Tenancy/Use

1. Full-Service Aeronautical Service Provider (ASP): An operator that provides a full range of aviation services as identified in the lease agreement.
2. Limited Service Aeronautical Service Provider (ASP): Specialized aircraft business and services, excluding fueling services, as identified in the lease agreement.
3. Specialty Aviation Operations: (Single-Service ASP), Air taxi, charter, (non-scheduled) air carrier, aircraft sales, aircraft leasing, and non-profit flying clubs and flight schools.
4. Industrial or Non-Aviation Business: Business of a type whose operations are not dependent on runway access or airport orientation.
5. Land Leases: Tenant constructs a building or makes improvements on County owned land.

NOTE: Refer to Minimum Aeronautical Standards for commercial leases.

B. Improved Areas - Hangar, Office, Shop, Tie-downs, etc.

1. Base Rent Leases - No Percentage

Base rents are established by Fair Market Value comparisons.

2. Percentage Rent Leases

All percentage rent leases, as determined by the Director of Airports, are subject to a fixed minimum rent based on the square footage of the premises (hangar, shop, and office space) and/or a predetermined percentage of the gross receipts for various uses.

3. Tie-Down Spaces - Full Service and Limited ASP

Tie-down spaces may be assigned to the ASP in their respective leases based upon the following criteria only:

- a) Tie-down spaces requested by the ASP may be obtained through execution of a tie-down License Agreement and the payment of fees as shown in Section I, B and will be considered as additional rent.

4. Options

The rent at the beginning of an option term shall be adjusted to reflect the rate as set forth in the Board-approved Rent and Fee Schedule that is in effect on the date that the option becomes effective, or at the end of every fifth year of term, or as specified in lease.

C. Terminal Areas - Building and Parking (Oxnard)

1. Air Carrier
2. Air Taxi and Air Charter (Non-scheduled)
3. Auto Rental (Rent-a-Car)
4. Aviation and Non-Aviation User
5. Lobby Concessionaire or Licensee

- a) Term: Up to 5 years

- b) Minimum Rents: Established at Fair Market Value based on comparisons.

- c) Percentage Rents: Amount by which specified percentage rent exceeds minimum for counter, office, and cargo area (and fee for parking spaces if included in lease agreement).

NOTES:

- 1) In addition to space rental, auto rental tenants shall pay quarterly 10% of gross receipts. Assigned parking shall be at \$20/month per space (5 spaces

minimum).

- 2) Specialty aviation services tenants in addition to space rental, 1/2% on first \$250,000 gross sales and 1% over.

D. Air Space Testing

In addition to any ground rental (if area required on airport property) \$250 per day for the use of the airport for operations testing.

E. Off-Airport Auto Rental (Rent-A-Car)

Shall report and pay 8.5% of gross receipts attributed to airport pick-ups and execute a license and use agreement with the County.

F. Restaurant

1. Major operation – Base and/or percentage rent as prescribed in lease contract, based on market rents, with Board of Supervisors approval. (Longer than 5-year lease.)
2. Minor operation – The greater of minimum base rent and/or 6% gross receipts. (5 years or less.)

X. ACCESS TO AIRPORT FROM ADJACENT PRIVATE PROPERTY

- A. All requests for company/private aircraft oriented uses shall be considered as a special situation and must be approved on an individual basis by the Director of Airports.
- B. Authorization for access to the Airports will be given on County's License Agreement format.
- C. The applicant for access to the Airport shall be required to pay for all improvements on Airports' property that are necessary and prerequisite, in the opinion of the Director of Airports, to accommodate the applicant's access needs. If Licensee is not required by County to remove all such improvements and restore the property to its original condition, the improvements shall become the property of the County.
- D. Minimum rents and percentages for access may be negotiated based on type and intensity of airport use.

XI. INSURANCE REQUIREMENTS FOR AIRPORT LESSEES, LICENSEES AND PERMITTEES

See Exhibit "A" attached.

EXHIBIT "A"

INSURANCE REQUIREMENTS FOR AIRPORTS LESSEES, LICENSEES AND PERMITTEES

I. LESSEES

These are prescribed minimum limits; however, good business indicates that higher limits should be used for most businesses. In any given year, all lessees, licensees, and permittees shall maintain, or increase to maintain, the minimum insurance requirements as stipulated in the then current year Board-approved Rent and Fee Schedule. (Minimum insurance limits are subject to possible adjustment annually). Current year refers to the present County fiscal year and not the year a lease was signed.

A. Aeronautical Service Providers: Tenant offers full range of ASP services, as defined in the Minimum Aeronautical Standards.

1. Commercial General Liability: "Occurrence" coverage in the minimum amount of \$2,000,000 combined single limit (CSL) bodily injury & property damage each occurrence and \$2,000,000 aggregate, including personal injury, broad form property damage, products/ completed operations, broad form blanket contractual and \$100,000 fire legal liability.
2. Aircraft and Airport Operations, including passengers, products and completed operations: Combined single limit for bodily injury and property damage of \$2,000,000 each occurrence.
3. Hangar Keepers Liability: \$100,000 per aircraft, but not less than the replacement value of all aircraft in the care, custody and control of tenant.
4. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$500,000 for each occurrence. Exception: fuel trucks (see below).
5. Fuel Truck: \$1,000,000 per vehicle.
6. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Tenant and Employer's Liability in the minimum amount of \$1,000,000.
7. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County of Ventura must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

NOTE: The WC requirement is waived only if the Tenant is a sole proprietor with no employees, volunteers or family members working in the business. Proof of Personal Medical Insurance will be required instead.

B. Air Carriers:

1. Commercial General Liability: "Occurrence" coverage in the minimum amount of \$50,000,000 combined single limit (CSL) bodily injury & property damage each occurrence and \$50,000,000 aggregate, including personal injury, broad form property damage, products/ completed operations, broad form blanket contractual and \$100,000 fire legal liability.
2. Aircraft and Airport Operations, including passengers, products and completed operations: Combined single limit for bodily injury and property damage of \$50,000,000.
3. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$1,000,000 for each occurrence.
4. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Tenant and Employer's Liability in the minimum amount of \$1,000,000.
5. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

C. Specialty Aviation Operations: Includes air taxi/charter (Part 135), aircraft leasing, and any aircraft operating under a Special Airworthiness Certificate.

1. Commercial General Liability: "Occurrence" coverage in the minimum amount of \$2,000,000 combined single limit (CSL) bodily injury & property damage each occurrence and \$2,000,000 aggregate, including personal injury, broad form property damage, products/ completed operations, broad form blanket contractual and \$100,000 fire legal liability.
2. Aircraft and Airport Operations, including passengers, products and completed operations: Combined single limit for bodily injury and property damage of \$2,000,000 each occurrence.
3. Hangar Keepers Liability: \$100,000 per aircraft, but not less than the replacement value of all aircraft in the care, custody and control of tenant.

4. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$500,000 for each occurrence.
5. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Tenant and Employer's Liability in the minimum amount of \$1,000,000.
6. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

NOTE:

- a) The WC requirement is waived only if the Tenant is a sole proprietor with no employees, volunteers or family members working in the business. Proof of personal medical insurance will be required instead.
- b) Only paragraphs 1, 2, and 6 above would apply to an experimental aircraft operating under a Special Airworthiness Certificate.

D. Flying Clubs: (As defined in the Minimum Aeronautical Standards)

1. Commercial General Liability, including contractual, products and completed operations and owner's and contractors' protective: Combined single limits for bodily injury and property damage of \$1,000,000 each occurrence.
2. Aircraft and Airport Operations, including passengers, products and completed operations: Combined single limit for bodily injury and property damage of \$1,000,000 each occurrence.
3. Owned and Non-Owned Auto Liability: (if applicable) Limits of \$500,000 for each occurrence.
4. Hangar Keepers Liability: (if applicable) \$100,000 per aircraft, but not less than the replacement value of all aircraft in the care, custody and control of tenant.
5. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day

cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

E. Industrial and Non-Aviation Business:

1. Commercial General Liability: "Occurrence" coverage in the minimum amount of \$2,000,000 combined single limit (CSL) bodily injury & property damage each occurrence and \$2,000,000 aggregate, including personal injury, broad form property damage, products/ completed operations, broad form blanket contractual and \$100,000 fire legal liability.
2. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$500,000 for each occurrence.
3. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Tenant and Employer's Liability in the minimum amount of \$1,000,000.
4. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.
5. If Lessee is self-insured for any or all of the required insurance coverages, Lessee agrees to provide Lessor with written confirmation that Lessee is a duly authorized and funded self-insured entity for those coverage's under the laws of the State of California. Lessor agrees to accept Lessee's status as a self-insured entity as satisfactory compliance with Lessor's normal insurance requirements as listed above.

Any insurance limits required that exceed the Lessee's self-insured coverage shall be in compliance with the insurance requirements listed above. In the event Lessee decides to no longer be self-insured, Lessee agrees to provide Lessor with thirty (30) days advance written notice of the effective date of this change in status. Thereafter, Lessee agrees to provide Lessor with appropriate evidence of insurance coverage(s) as listed above.

NOTE: The WC requirement is waived only if the Tenant is a sole proprietor with no employees, volunteers or family members working in the business. Proof of Personal Medical Insurance will be required instead.

II. LESSEES AND LICENSEES (Includes all based aircraft, as well as ultra-lights,

occupying tiedowns, County and/or private hangars)

- A. Aircraft Liability: Bodily injury including occupants and property damage liability, \$100,000 each person, \$100,000 property damage, \$500,000 each accident. Seats may be excluded.
- B. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. For aircraft, which are out of License, not airworthy, a signed statement to that fact with a promise to obtain the required insurance before operating said aircraft shall be filed in lieu of the certificate. The County of Ventura Department of Airports must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

III. PERMITTEES

- A. Commercial Activity Permit - Non-Aircraft:
 - 1. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage of \$2,000,000 to \$5,000,000 each occurrence, depending upon the type of activity proposed.
 - 2. Owned and Non-owned Auto Liability: Limits of \$500,000 for each occurrence.
 - 3. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee and Employer's Liability in the minimum amount of \$1,000,000.
 - 4. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

NOTE: The WC requirement is waived only if the Permittee is a sole proprietor with no employees, volunteers or family members working in the business. Proof of Personal Medical Insurance will be required instead.

- B. Commercial Activities Permit - Aircraft:

1. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage of \$2,000,000 each occurrence.
2. Aircraft and airport operations, including passengers, products and completed operations or Premises Liability (whichever is deemed appropriate by the County): Combined single limit for bodily injury and property damage \$1,000,000 each occurrence.
3. Owned and Non-owned Auto Liability: Limits of \$500,000 for each occurrence.
4. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee and Employer's Liability in the minimum amount of \$1,000,000.
5. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate insurance is exceeded and additional coverage must be purchased to meet the above requirements.

NOTE: The WC requirement is waived only if the Permittee is a sole proprietor with no employees, volunteers or family members working in the business. Proof of Personal Medical Insurance will be required instead.

C. Commercial Activities Permit – Aircraft Mobile Mechanics:

1. Commercial General Liability: Combined single limits for bodily injury and property damage of \$1,000,000 each occurrence.
2. Products Liability and Completed Operations Coverage: Combined single limit liability coverage \$500,000 each occurrence.
3. Hangar Keepers Legal Liability, ground coverage, including taxi coverage: \$100,000 each aircraft, \$100,000 each occurrence.
4. Owned and Non-owned Auto Liability: Limits of \$500,000 for each occurrence.
5. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee and

Employer's Liability in the minimum amount of \$1,000,000.

6. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate insurance is exceeded and additional coverage must be purchased to meet the above requirements.

NOTE: The WC requirement is waived only if the Permittee is a sole proprietor with no employees, volunteers or family members working in the business. Proof of Personal Medical Insurance will be required instead.

D. Special Use Permits:

1. Movie and Commercial Filming:
 - a. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage, \$2,000,000 to \$5,000,000 or higher each occurrence, depending upon the type of activity proposed.
 - b. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$2,000,000 to \$5,000,000 for each occurrence, depending upon the type of activity proposed.
 - c. Indemnification and Hold Harmless Clause - All activities: Each permit/license/lease shall contain a clause requiring that all activities and/or work set forth within the agreement shall be at the risk of the permittee/licensee/lessee alone. Permittee/Licensee/Lessee/Tenant must agree to defend (at County's request), indemnify and save harmless the Department of Airports and the County of Ventura, its boards, agencies, departments, officers, employees, agents and volunteers (hereinafter referred to as County), from and against any and all claims, lawsuits – whether against Permittee, County or others, judgments, debts, demands and liability, including, without limitation, those arising from injuries or death of persons and/or for damages to property, arising directly or indirectly out of Tenant's use or occupancy of the Leased Premises or out of operations conducted or subsidized in whole or in part by Permittee.

- d. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee and Employer's Liability in the minimum amount of \$1,000,000.
- e. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

2. Commercial Photography:

- a. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage, \$1,000,000 to \$2,000,000 or higher each occurrence, depending upon the type of activity proposed.
- b. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$1,000,000 to \$2,000,000 for each occurrence, depending upon the type of activity proposed.
- c. Indemnification and Hold Harmless Clause - All activities: Each permit/license/lease shall contain a clause requiring that all activities and/or work set forth within the agreement shall be at the risk of the permittee/licensee/lessee alone. Permittee/Licensee/Lessee/Tenant must agree to defend (at County's request), indemnify and save harmless the Department of Airports and the County of Ventura, its boards, agencies, departments, officers, employees, agents and volunteers (hereinafter referred to as County), from and against any and all claims, lawsuits – whether against Permittee, County or others, judgments, debts, demands and liability, including, without limitation, those arising from injuries or death of persons and/or for damages to property, arising directly or indirectly out of Tenant's use or occupancy of the Leased Premises or out of operations conducted or subsidized in whole or in part by Permittee.
- d. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of

Permittee and Employer's Liability in the minimum amount of \$1,000,000.

- e. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

3. Permitted Public Events/Non-Air Shows:

- a. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage of \$1,000,000 to \$2,000,000 or higher each occurrence, depending upon the type of activity proposed.
- b. Commercial Auto Policy: Including all autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$500,000 for each occurrence.
- c. Indemnification and Hold Harmless Clause - All activities: Each permit/license/lease shall contain a clause requiring that all activities and/or work set forth within the agreement shall be at the risk of the permittee/licensee/lessee alone. Permittee/Licensee/Lessee/Tenant must agree to defend (at County's request), indemnify and save harmless the Department of Airports and the County of Ventura, its boards, agencies, departments, officers, employees, agents and volunteers (hereinafter referred to as COUNTY), from and against any and all claims, lawsuits – whether against Permittee/Licensee/Lessee/Tenant, COUNTY or others, judgments, debts, demands and liability, including, without limitation, those arising from injuries or death of persons and/or for damages to property, arising directly or indirectly out of Tenant's use or occupancy of the Leased Premises or out of operations conducted or subsidized in whole or in part by Permittee/Licensee/Lessee/Tenant.
- d. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee/Licensee/Lessee/Tenant and Employer's Liability in the minimum amount of \$1,000,000.
- e. The above policy/policies must name the County of Ventura and

Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

4. Permitted Aeronautical Events: (Air shows, fly-ins, air meets, contests or exhibitions).
 - a. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage of \$2,000,000 to \$5,000,000 each occurrence.
 - b. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$1,000,000 for each occurrence
 - c. Indemnification and Hold Harmless Clause - All activities: Each permit/license/lease shall contain a clause requiring that all activities and/or work set forth within the agreement shall be at the risk of the permittee/licensee/lessee alone. Permittee/Licensee/Lessee/Tenant must agree to defend (at County's request), indemnify and save harmless the Department of Airports and the County of Ventura, its boards, agencies, departments, officers, employees, agents and volunteers (hereinafter referred to as COUNTY), from and against any and all claims, lawsuits – whether against Permittee/Licensee/Lessee/Tenant, COUNTY or others, judgments, debts, demands and liability, including, without limitation, those arising from injuries or death of persons and/or for damages to property, arising directly or indirectly out of Permittee/Licensee/Lessee/Tenant's use or occupancy of the Leased Premises or out of operations conducted or subsidized in whole or in part by Permittee/Licensee/Lessee/Tenant.
 - d. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee/Licensee/Lessee/Tenant and Employer's Liability in the minimum amount of \$1,000,000.
 - e. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed

immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

- f. In addition to obtaining the above required insurance, the sponsor shall pay the additional premium charged to the Department of Airports by their insurance carrier, if any.

NOTE: Limits for specific events may be negotiated with the insurance carrier on a case-by-case basis. Requests for such consideration must be submitted to the Director of Airports for referral to Risk Management.

IV. CONTRACTORS

A. Airport Contractors:

1. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage for each occurrence shall be as prescribed by County of Ventura Risk Management/ Board of Supervisors.
2. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$1,000,000 for each occurrence, but Public Works insurance segment may increase limits.
3. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Contractor and Employer's Liability in the minimum amount of \$1,000,000.
4. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

The foregoing insurance requirements of Exhibit "A" may be amended for special circumstances as approved by County Risk Manager.

EXHIBIT "B"

PRIVATE HANGARS - GROUND AREA

The hangars listed below are identified by general brand name/type and by square footage. The square footage was obtained by actual measurement (outside) and rounded to the next increment of 10 sq. ft. to allow for minor irregularities:

<u>BRAND NAME/TYPE</u>	<u>SQUARE FOOTAGE</u>
Port-A-Port Standard	800
Port-A-Port Expando/Executive	850
Fixed T, Port-A-Port Double Expando, and Fleetwood	1,000
Port-A-Port Executive I	1,050
H & F Box	1,250
Fleetwood Rectangular and Port-A-Port Executive II	1,350
Port-A-Port Large T	1,400
Port-A-Port, Nunno, Craftsman Rectangular	1,500
Fleetwood Box	1,800
H & F, Pasco Box, Straun	2,000
H & F	2,250
Port-A-Port	2,250
Waffle Crete	2,750
Port-A-Port Box	2,900
Port-A-Port Box	3,000
Waffle Crete	4,740

Hangars not falling within categories identified above or hangars which have been altered, will pay rents calculated at the rate listed in Section I, E. And will be rounded up to next increment of 10 sq. ft.

**RESOLUTION OF THE BOARD OF SUPERVISORS
ESTABLISHING RENTS, FEES, AND INSURANCE
REQUIREMENTS FOR THE COUNTY,
DEPARTMENT OF AIRPORTS, AND DELEGATING
AUTHORITY FOR EXECUTION OF CERTAIN
AGREEMENTS SUBJECT TO SPECIFIED GUIDELINES**

THE VENTURA COUNTY BOARD OF SUPERVISORS HEREBY ORDERS AND RESOLVES THE FOLLOWING:

I. RENTS, FEES, AND INSURANCE REQUIREMENTS

The Rents, Fees, and Insurance Requirements prescribed in the attached Schedule are hereby approved and adopted, and all prior inconsistent schedules are repealed.

II. POLICY FOR ESTABLISHING RENTS, RATES AND FEES

The Rent and Fee Schedules embrace a myriad of facilities and services which require different adjustment emphasis for establishing fair market rents or appropriate fees. In the event that there is a disagreement between the County and a Tenant or Vendor regarding the imposition of rents and fees under this Rent and Fee Schedule, the parties may, but are not required to, submit to either binding arbitration or non-binding mediation. All Department of Airports' properties, facilities, and services have been placed into five categories for the purpose of defining rent and fee setting policies which have been historically used. They are outlined as follows:

Policy 1:

It shall be County policy that those properties and/or facilities unrelated to the fundamental "public services" afforded by the Oxnard and Camarillo Airports shall be appraised for fair market rental values including percentage rents, with adjustment emphasis on comparative data from the private sector. This approach will produce a fair return to the County. Examples: industrial/office buildings, proposed industrial park, agriculture land leases.

NOTE: Excess revenues derived from leases identified above shall not be used to subsidize user rents and fees related to specific facilities and services (aircraft tiedowns and storage hangars), but may be used for financial support of planned capital improvement projects, and those public-use facilities and services (airfield, visitor parking, common roads, etc.) for which a total recapture of costs is recognized to be unrealistic.

Policy 2:

It shall be County policy that those properties and/or facilities directly related to the public services afforded by the Department of Airports but operated, however, by lessees or concessionaires, shall be appraised for fair market value including percentage rents with adjustment emphasis on comparable data from other publicly controlled facilities operated by lessees or concessionaires. It is the intention of the County to have a policy whereby properties and/or facilities controlled by the Department of Airports, not being used by the County for public services, will be leased or licensed. The rental charges or fees will be based upon the then fair market value, taking into consideration comparable properties owned by other public entities. This approach will also provide a fair return or profit to the County. Examples of such leases/licenses: scheduled air carrier agreements (for terminal space), rental car agencies and restaurants.

Policy 2a:

It shall be County policy to recover all costs of any infrastructure required to develop a Lease parcel from the benefited Lessee through either Lease rents or assessment, when practical. Such costs shall not be borne by existing tenants or users of the airports.

Policy 3:

It shall be County policy that the rents and fees for those properties and/or facilities directly related to the aviation-use public services afforded by the Department of Airports but operated, however, by lessees or concessionaires, shall be adjusted to cause an ultimate recapture of the total costs, both direct and indirect, when practical. Adjustments shall be compared to Market Rate to ensure the cost will not cause a loss of business. Examples: full, limited and single service providers of aeronautical services.

Policy 3a:

It shall be County policy that the rents and fees for those properties and/or facilities that are not-for-profit aviation museums and are operated consistent with the fundamental public services afforded by the Department of Airports, may be adjusted to cause less than an ultimate recapture of the totals costs, both direct and indirect, through reduced rental rates and fees in recognition of the tangible or intangible benefits to the airport.

Policy 3b:

It shall be County policy that the rents and fees for those properties and/or facilities, which are County owned and County operated consistent with the fundamental public services afforded by the Department of Airports, shall be adjusted to cause

an ultimate recapture of the total costs, both direct and indirect, when practical. This approach will result in competitive pricing of County services and serve to constrain the migration of outside County aircraft operators seeking lower fares. Adjustments to these rates shall be by cost-recovery analysis every five (5) years, with interim adjustments calculated by applying the Consumer Price Index (CPI) every other year. Examples: aircraft tie-down, aircraft storage hangars. In calculating the costs of the above services (Policies 3 and 3a), that depreciation attributed to donated assets shall be specifically excluded from such costs. This is consistent with and in conformance with assurances given under the Federal Airport Act or the Airport and Airway Development Act of 1970 which states that “no part of the Federal share of an airport development project shall be included in the rate base in establishing fees, rates, and charges for users of that airport.”

Policy 3c:

It shall be County policy that the provision by the County of aircraft storage facilities and/or property for the same purpose, shall be for the exclusive purpose of storing aircraft deemed to be in an airworthy condition. Temporary exceptions to this requirement may be granted by the Director of Airports on a case-by-case basis, upon the demonstration of visible and reasonable progress to bring an aircraft to airworthy status, consistent with the FAA’s “Policy on the Non-Aeronautical Use of Airport Hangars,” Docket No. FAA 2014-0463, 81 FR 38906, § II.b. The Director of Airports may make such determinations based on periodic inspections of such facilities and/or property as frequently as once every 90 calendar days. The intent of this policy is to ensure compliance with the aircraft storage license agreements with regard to storage of aircraft that are in airworthy condition and/or aircraft that are being brought to airworthy condition versus non-airworthy aircraft being stored, in parts or in whole, or non-aviation storage including vehicles, to obtain storage space that is considered less expensive than commercially available non-aviation storage space. Examples: aircraft tie-down, county-owned storage hangars, privately-owned storage hangars.

Policy 4:

It shall be County policy that those services, offered and administered by the Department of Airports for which a total recapture of costs is recognized to be inconceivable, be established by comparing fees with other publicly owned and operated facilities with adjustments emphasizing the recapture of as much of County costs as possible. However, fees shall be maintained at reasonable levels so that the preponderance of the general public can avail themselves of the service. This type of service will continue to reflect a loss; however, it is deemed to be an appropriate public service. Examples: runways, taxiways, roads, rest rooms, visiting aircraft parking, and other public use areas.

Policy 5:

It shall be County policy that those services, and/or supplies furnished to the public

by the Department of Airports and regulated by law or by Administrative procedure, shall be compensated for by charging fees and deposits calculated to reimburse all of the administrative and material costs of furnishing same. Annual adjustment emphasis shall be based upon cost analysis and shall not be subject to fair market or profit considerations. Examples: commercial activity permits, aircraft towing and impound fee, document processing fee, and paper material reproduction fee.

III. AUTHORIZATION TO EXECUTE.

The County Executive Officer or the Director of the Department of Airports or his/her designee are authorized to execute Leases, Subleases, Licenses, Permits, Special Use/Activity Permits, Operation Agreements, Extensions, Amendments, Consents, and Notices of Intent to Terminate and cause Unlawful Detainer Complaints to be filed on behalf of the County of Ventura as are hereafter defined and in accordance with the provisions of the attached schedule.

A. DEFINITIONS.

1. LEASE OR SUBLEASE: A conveyance of real property rights for occupancy or use of land, improvements, or a combination thereof. Under this authority, the Term shall not exceed five (5) years including options to extend, except that the Director of Airports may execute a form ground lease for a privately owned aircraft storage hangar with a term that exceeds five years, if the form ground lease has been previously approved by the Board of Supervisors. Examples: leasing of land for improvements, leasing of a building or portion of a building to tenant or concessionaire.
2. LICENSE. A conveyance of "personal" rights for occupancy or use of property under this authority, limited to one (1) year. License may be extended subject to specified time with prior Notice of Termination. Examples: Aircraft tie-downs, storage, portable hangars, ground use, vending machines, food or merchandise catering truck, carousel sign use, and land encroachments.
3. PERMIT. A personal right to occupy or use property under this authority, limited to maximum term of one (1) year. Permit may be extended subject to 30-day Notice of Termination. Examples: Temporary occupancy for fixing of premises, aircraft repair work or wash/wax activities.
4. SPECIAL USE/ACTIVITY PERMIT. A personal right to occupy, use, or conduct a specified "activity", limited under this authority to a maximum of seven (7) days. (Longer periods must be renewed daily.) Examples: Air shows, movie or TV filming, photography or commercial demonstration.

5. OPERATIONAL AGREEMENTS. Mutually agreed upon procedures pertaining to operational matters established between the Department of Airports and other governmental agencies.

6. EXTENSION/AMENDMENT/CONSENT/AND NOTICE OF INTENT TO TERMINATE.

a) An Extension is a continuation of an existing Board-approved agreement without change, or limited to changes authorized by this Authority.

b) An Amendment is a change of one or more of the terms, conditions, or covenants consistent with authorized terms and amounts specified in Board- approved rent and fee schedules.

c) A Consent is a ratification of a term, condition, or covenant in an existing agreement executed by the Board made subject to "County approval". The Director of Airports may issue Consent after determining proper compliance. This includes an Assignment of Lease. The Director of Airports or his/her designee may also approve a "sublease" or "additional use" by lessee but limited to five (5) years.

d) Notice of Intent to Terminate is a notice by which the Director or his/her designee expresses intent to terminate a Board-approved Agreement pursuant to a breach or default. On a Board-approved Agreement, final termination shall be subject to Board approval. Leases executed by Director of Airports or his/her designee under authority delegated by this resolution may be terminated by the Director of Airports or his/her designee.

B. SECURITY DEPOSIT. All tenants shall provide County with, and at all times maintain, a Security Deposit in an amount prescribed by this Resolution. Said amount shall be based on rent and adjusted periodically. Public entities governed by the Board shall be exempt. Said deposit shall guarantee tenants' full and faithful performance of all terms and conditions of their agreement. The following forms of deposit are acceptable: cash, Time Certificate of Deposit (CD), Irrevocable Letter of Credit, and assigned Savings Passbook. The following shall be the basis of the amount of the Deposit unless otherwise stated in the Rent and Fee Schedule:

License and GA Hangar Agreement - The deposit shall be equal to one (1) month's rental rate.

Commercial Lease Agreement - The deposit shall be equal to three (3) month's rental rate.

After three (3) years of good and faithful lease performance (defined as no defaults or delinquencies), deposits on leases of five (5) years or less may be reduced to one (1) month, subject however, to a Lease Amendment providing for the following Liquidated Damages:

Liquidated Damages

County shall have the right to demand, and Lessee agrees to pay Liquidated Damages in the sum of one percent (1%) of the security deposit required of Lease, (but not less than \$10.00), for each day a violation exists of any of the following lease conditions and/or lease articles:

LEASE CONDITIONS AND/OR ARTICLES

USES AND SERVICES
OPERATING SCHEDULE AND CONTROLLED PRICES
IMPROVEMENTS AND INVESTMENTS
CONSTRUCTION
INSURANCE
OPERATIONS
FINANCIAL REPORTS AND RECORDS
MAINTENANCE AND REPAIR
FAA SPECIAL PROVISIONS

- C. NEGOTIATIONS, PREPARATIONS, AND LEGAL APPROVAL. The Leases, Subleases, Licenses, Permits, Special Use/ Activity Permits, Extensions, Amendments, Consents, and Notices of Intent to Terminate shall be negotiated and prepared by the Department of Airports or, by request of the Director of Airports, negotiated and/or prepared by the Public Works Agency, Real Property Services or County Counsel's office. All Agreements shall be submitted to County Counsel's Office for approval as to legal sufficiency prior to final execution excepting pre-approved, routine "form" documents.
- D. TERMINATION DUE TO "REPEATED" VIOLATIONS. The Board of Supervisors hereby authorizes the Director of Airports to include in selected agreements the right to issue a "Notice of Termination for Breach of Good Faith" which would allow termination of an Agreement after tenants repeating the same violation three (3) times or more within any twelve (12) month period, regardless of tenants' cure, remedy, or diligent pursuit to correct violations.

- E. BACKGROUND DETERMINATION AND GUIDELINES. No agreement will be executed under the authority of this RESOLUTION if the County Executive Officer or the Director of Airports of the Department of Airports determines that: (1) The proposed use or occupancy is in conflict with the County's adopted plans for development; (2) The other party(s) to a proposed Agreement has a reputation, character, or background which could be detrimental to County's interest; or (3) Such other party(s) does not have technical knowledge, management ability, or financial capability to fulfill the purpose and provisions of the Agreement.

- F. RENTAL POLICY. It shall continue to be Department of Airports' Policy to require "ALL" tenants or users of County Airports property to pay rents established by Board-approved Rent and Fee Schedules; however, the Director of Airports may determine that certain special services including labor and/or materials may be accepted in lieu of cash payment of rent where all other guidelines are consistent with Director of Airports' Authority. Director of Airports is authorized to adjust rents incrementally to current rate to ensure the cost will not cause a loss of business.

- G. CONTROVERSIAL OR POLICY SETTING AGREEMENTS. Any transaction authorized by this Resolution, considered significantly controversial or policy-setting in the opinion of the County Executive Officer or the Director of Airports, shall be submitted first to the Aviation Advisory Commission and appropriate Airport Authority for recommendation and then to the Board of Supervisors for approval and execution.

IV. AUTHORIZATION TO ESTABLISH FEES

The County Executive Officer, or the Director of Airports is hereby granted limited authority to establish fees for other uses of airport property not specifically provided for in the attached schedule. Such other fees shall be reasonable and consistent with the policies and fees established herein. Any such fee considered to be significant, controversial or policy-setting shall first be submitted to the Aviation Advisory Commission and appropriate Airport Authority, for recommendation, and finally to the Board of Supervisors for appropriate action.

THE FOREGOING RECITALS and attached Rent and Fee Schedule are passed, approved, and adopted by the Board of Supervisors, effective July 1, 2024.

COUNTY OF VENTURA

Date _____ By _____
Chair, Board of Supervisors

ATTEST: SEVET JOHNSON,
Clerk of the Board of Supervisors
County of Ventura, State of California

By _____
Deputy Clerk of the Board

RENT AND FEE SCHEDULE
DEPARTMENT OF AIRPORTS

Rents and Fees Common to
Camarillo and Oxnard Airports

Effective July 1, 202~~2~~⁴₃

Summary of Rent & Fees

FY 2024-25

CHARGE	Rent or Fee
Administration Fee - Applies to each new lease processing action by Department	\$ 150.00
Transient Tie-downs - Per Overnight (Not on Corporate Ramp)	
<i>Single Engine</i>	\$ 8.00
<i>Multi Engine</i>	\$ 10.00
<i>Large Aircraft over 12,500 LBS</i>	Equal to Landing Fee
Transient Ramp Area - Day Use (24 hrs or any portion)	
<i>Commercial / FBO / Overflow Use -Fee Per Day or Portion- under 12,500 lbs</i>	\$ 25.00
<i>Commercial / FBO / Overflow Use - Fee Per Day or Portion 12,500 - 40,000 lbs</i>	\$ 50.00
<i>Commercial / FBO / Overflow Use - Fee Per Day or Portion - over 40,000 lbs</i>	\$ 100.00
<i>Commercial / FBO / Overflow Use - Fee Per Day or Portion - Helicopters</i>	\$ 50.00
<i>Private Aircraft - Not affiliated with FBO</i>	\$25.00 / Equal to Landing Fee
<i>Government/Contract Fire Fighting Aircraft</i>	No charge
Leased Tiedowns - Per Space, Month to Month Basis	
<i>Standard</i>	\$ 112.00
<i>Pull-through</i>	\$ 153.00
<i>Large Aircraft over 12,500 LBS (See also Exhibit B)</i>	10x Landing Fee
Ground Rent - With Private Hangars - Per SF, Per Month	\$ 0.150
County Owned Hangar Rent - Per SF, Per Month	
<i>Constructed Prior to 2019</i>	\$ 0.400
<i>Constructed After 2019</i>	\$ 0.540
<i>Electric Service - Per Month (if applicable)</i>	\$ 11.000
AIRCRAFT OPERATIONS	
Landing Fees	
<i>Air Carriers - Minimum Fee / Fee per 1,000 LBS MTOW</i>	\$ 15.49
<i>Air Carriers - Fee per 1,000 LBS MTOW (Rounded to nearest thousand pounds)</i>	\$ 1.44
<i>Lighter-than-air Aircraft Daily Use Fee</i>	\$ 113.00
<i>Small Aircraft under 12,500 LBS (Non-Commercial)</i>	No charge
Fuel Flowage/Storage	
<i>Fuel Flowage per delivered gallon (Except Unleaded Fuels in FY24-25)</i>	\$ 0.06

RENT FEE SCHEDULE
Department of Airports
Fiscal Year 2024 - 2025

Summary of Rent & Fees

FY 2024-25

CHARGE	Rent or Fee
<i>Facility Fee - For Use of County Fuel Farm</i>	\$ 0.02
<i>Oil Flowage</i>	\$ 0.15
<i>Fuel Tank Rental - For Storage of Fuel in County Fuel Farm (Except Unleaded Fuels in FY24-25)</i>	\$ 0.046

GOVERNMENT AIRCRAFT - WITHOUT CHARGE*

AIRPORT BUILDINGS/IMPROVEMENTS (County-Owned)

Rent (Non-Aviation) - Per SF, Per Month

Storage (misc areas including on airport storage areas)

Established by Appraisal	
	FMR

Rent (Aviation) - Per SF, Per Month

Hangar

\$	0.40
----	------

Shop

\$	0.40
----	------

Office

\$	0.50
----	------

Ramp

\$	0.0886
----	--------

Term of Lease (Non-Aviation) - Improvements Per Acre, Per Year

\$	20,000.00
----	-----------

Term of Lease (Aviation) - Improvements Per Acre, Per Year

Full Service ASP

\$	20,000.00
----	-----------

Limited Service ASP

\$	20,000.00
----	-----------

Single Service ASP

\$	20,000.00
----	-----------

AIRPORT LAND/GROUND AREAS

Ground Rent (Aviation & Non-Aviation) - Per SF, Per Year

Ground Leases (Non-Aviation)

\$	1.50
----	------

Ground Leases (Aviation)

\$	0.975
----	-------

Percentage Rent

As negotiated	
---------------	--

Term of Lease (Aviation and Non-Aviation) - Improvements Per Acre, Per Year

\$	20,000.00
----	-----------

Month to Month Ground Lease

Minimum Rent	
--------------	--

Summary of Rent & Fees

FY 2024-25

CHARGE	Rent or Fee
AUTO PARKING	
Oxnard Terminal Pay Lot	
0-4 HRS	Free
4-6 HRS	\$ 4.00
6-12 HRS	\$ 6.00
12-24 HRS	\$ 15.00
Each Additional Day	\$ 15.00
Permit Parking	
Rent-A-Cars - Per Month, Per Space	\$ 20.00
All Others - Per Month, Per Space	\$ 25.00
Permit Replacement Fee	\$ 5.00
AIRPORT PERMITS	
Commercial Activity Permits	
Permit Fee - Aviation Commercial	
Daily Permit	\$ 199.00
Additional Consecutive Days	\$ 35.00
Annual Permit - Mobile Mechanic, Independent Flight Instructor, Self-Fueler	\$ 750.00
Annual Permit Renewal - Mobile Mechanic, Independent Flight Instructor, Self-Fueler	\$ 500.00
Permit Fee - Non-Aviation Commercial	
Daily Permit	\$ 436.00
Additional Consecutive Days	\$ 100.00
Monthly	\$ 871.00
Annual	\$ 2,438.00
Commercial Film/Photography Permits (on Non-Leased Property)	
Feature/TV/Commercial/Movie Filming per day (1-20 Cast/Crew)	\$15,000 day 1; \$10,000/next
Feature/TV/Commercial/Movie Filming per day (21+ Cast/Crew)	\$20,000 day 1; \$10,000/next
Commercial Photography per day	\$ 800.00

Summary of Rent & Fees

FY 2024-25

CHARGE	Rent or Fee
<i>Activity on Leasehold per day</i>	\$ 262.00
Special Use Permit Fee - Non-Commercial, Individual, and/or Community/Club Activity	
<i>Daily Fee</i>	\$ 436.00
<i>Additional Consecutive Days</i>	\$ 100.00
<i>Annual Fee</i>	\$ 2,438.00
Use Permit for Promotion of Aviation/Non-profit Community Activity	Fee Waiver Required
Special Uses Requiring Extra or Overtime Operations Personnel	Use Fee Plus Personnel Costs
Aircraft Repair Work Areas (Wash Racks)	
<i>Aircraft Owner Use (Non-Commercial) - Per 4 Hour period</i>	\$ 25.00
Taxi-Cab Stand/Scheduled Shuttle Operations/Courtesy Vehicles	
<i>Taxi/Shuttle Permit Fee within Ventura County- Annual</i>	\$ 1,527.00
<i>Taxi/Shuttle Permit Fee - Travel Outside Ventura County</i>	\$ 2,438.00
<i>Courtesy Vehicle Permit Fee - Annual</i>	\$ 184.00
<i>Off-Airport Rental Cars (Separate License Required)</i>	8.5% Attributable Gross
<i>Restaurant - Major Operation - Base Rent</i>	As negotiated
<i>Restaurant - Major Operation - Percentage Rent</i>	As negotiated
<i>Restaurant - Minor Operation - Base Rent</i>	Minimum Base Rent
<i>Restaurant - Minor Operation - Percentage Rent</i>	6% of Gross
Disabled Aircraft Fees	
<i>Runway/Taxiway Closure Hourly Fee - First two hours free then:</i>	\$ 1,000.00
<i>Ramp or Tiedown Storage Daily Fee - First 90 days</i>	\$ 25.00
<i>Ramp or Tiedown Storage Daily Fee - After 90 days</i>	\$ 50.00
<i>Ramp or Tiedown Storage Monthly Fee - After 90 days</i>	\$ 1,500.00
<i>County-Owned Hangar Storage Daily Fee (if available)</i>	\$100 per day, max 90 days
MISCELLANEOUS CHARGES	
Electronic Payment Convenience Fee (per transaction)	\$ 9.00
Large Item Disposal Fee	\$100
Document Processing Fee	
<i>Documents executed by Director of Airports</i>	\$ 50.00

RENT FEE SCHEDULE
Department of Airports
Fiscal Year 2024 - 2025

Summary of Rent & Fees

FY 2024-25

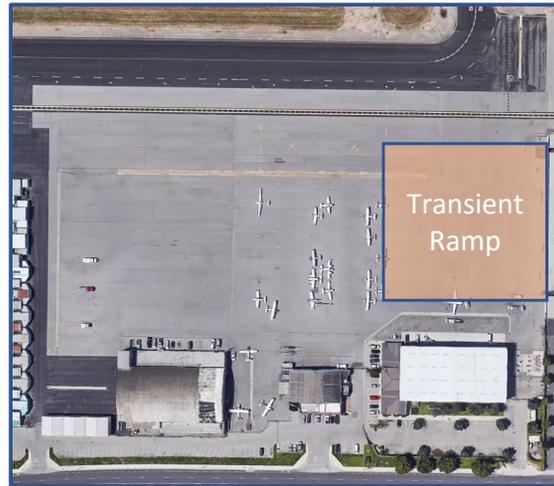
CHARGE	Rent or Fee
<i>Documents executed by Board of Supervisors</i>	\$ 250.00
<i>Documents reviewed by County Counsel</i>	\$ 250.00
Transfer Fee for Long Term Lease, Private Hangar Sales (fee for Private Hangar waived through 6/2025)	2%
Document Copying Fee - Per Page	\$ 0.060
Bad Check Charge	\$ 25.00
Security Gate Cards - New	\$ 20.00
Security Gate Cards - Lost Card Replacement	\$ 16.00
Parking Citations	\$ 50.00
Late Fee (of Unpaid Balance after 11th calendar day)	10%
Airport Sweeper Service Fee - Per Hour or Portion of Hour	\$ 118.00
Other Hourly Rates	
<i>Private Development Review / Permitting/CEQA Lead Agency - Projects Administrator</i>	\$ 159.04
<i>Private Development Review / Permitting/CEQA Lead Agency - Deputy Director</i>	\$ 198.50
<i>Private Development Review / Permitting/CEQA Lead Agency - Director of Aviation</i>	\$ 247.95
<i>Grant Billing - Federal Grants - Projects Administrator</i>	\$ 159.04
<i>Grant Billing - Federal Grants - Senior Accounting Tech</i>	\$ 80.70
<i>Grant Billing - Federal Grants - Lease Manager</i>	\$ 147.89
<i>Grant Billing - Federal Grants - Office Assistant III</i>	\$ 76.34
<i>Maintenance Supervisor</i>	\$ 132.68
<i>Maintenance Workers - Lead</i>	\$ 108.50
<i>Maintenance Workers - Senior</i>	\$ 94.05
<i>Operations Workers - Supervisor</i>	\$ 114.37
<i>Operations Workers - Officer</i>	\$ 83.17
LEASE/LICENSE AGREEMENTS	
Full Service Aeronautical Service Provider	As Negotiated

Transient Ramp Areas (also known as “Corporate Ramp”)

Camarillo Transient Ramp



Oxnard Transient Ramp



Oxnard Transient & Terminal Ramp



Ramps Subject to
Commercial Day-Use Fee
(Approx. Extents)



Aircraft Work Area
Permit Fees Apply

**DEPARTMENT OF AIRPORTS
RENT AND FEE SCHEDULE
INDEX**

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I. AIRCRAFT STORAGE

No aircraft shall be allowed to remain as tenants in/on assigned aircraft storage space on either Camarillo or Oxnard Airport without having first registered with the Director of Airports, or his representative, and having obtained a valid permit, Lease Agreement, or License Agreement as required and having paid the fees as set forth below:

~~Transient aircraft shall be charged fees as set forth below:~~

The following shall apply to all aircraft storage Lease and License Agreements:

Fee: All fee calculations listed under this section will be rounded to the nearest whole dollar.

Late Fee: Storage Hangar Lease and License Fees are due and payable on or before the first of each month and if not received before the 16th day of each month a late charge of \$15 shall be added.

Security Deposit: Tenant shall provide County with and thereafter maintain a refundable cash security deposit in an amount equal to one (1) month's rent in effect at the time of initial license sign-up.

Transient aircraft shall be charged fees as set forth below in A:

A. Transient Tie-downs (overnight) 12,500 lb. or less

1. Single Engine - \$8/day
2. Multi Engine - \$10/day
3. Aircraft over 12,500 lb. refer to section C below

(Note: see Section II. A. Landing Fees count as first night daily fee)

B. Tie-downs (month to month)

1. Push in/out - \$112/month
2. Taxi in/out - \$153/month

C. Large Aircraft (over 12,500 lb.)

Unless parked by a commercial operator, Tie-down/Monthly and Transient/Daily Fees: Daily fee \$1.44 per 1,000 lbs. of Max. gross take-off weight. Monthly fee is 10 times the daily fee. Fees are rounded to the nearest whole dollar. The first 24-hour period is included in landing fee. Statements will be sent to the aircraft owner listed in FAA registry.

D. Transient Ramp Area – Commercial Day-Use and Overflow Parking Fee. Commercial operators that park aircraft on a Transient Ramp Area that is owned

and managed by the Department of Airports (also known as “Corporate Ramp”) will be billed to the commercial operator according to the following schedule (piston aircraft should be parked on a tiedown leased or licensed to the operator). Refer to the Rent and Fee Schedule Index for a depiction of the Transient Ramp Area.

1. Jets and Turboprops less than 12,500 pounds maximum gross take-off weight - \$25/day or any portion thereof.
2. Jets and Turboprops between 12,500 – 40,000 pounds maximum gross takeoff weight - \$50/day or any portion thereof.
3. Jets and Turboprops over 40,000 pounds maximum gross take-off weight - \$100/day or any portion thereof.
4. Helicopters - \$50/day or any portion thereof.

- NOTES:
- a) Taxi in/out spaces limited to aircraft too heavy to manually maneuver.
 - b) Light Aircraft (12,500 lb. and under) with wingspans exceeding normal tie-down dimensions must rent two or more spaces to accommodate aircraft size.

D. Ground Rent - Private Hangars

1. The rent for Privately owned hangars is based upon \$0.15 per square foot per month.

NOTES:

- a) See Exhibit B for the areas of various hangars calculated from actual measurements and rounded down to the next increment of 10 square feet.
- b) Privately owned hangars to which electrical service was installed at no cost to County and connected to a non-County metered account are exempt from the electrical service rate.
- c) Hangars served with electricity through an independent meter, paid by County, shall be charged an additional estimated \$~~119~~ per month electrical energy charge. The actual vs. estimated energy costs will be evaluated annually and adjustments made accordingly.
- d) Upon termination of the Lease Agreement for cause, Lessee shall be placed on a daily rate equivalent to two times the monthly rate divided by 30 and rounded to the next highest dollar.

E. County Owned Hangars (Examples of area - not all inclusive)

1. The rent for County owned hangars built/installed prior to 2019 is based upon \$0.40 per square foot per month. The rent for County owned hangars

built/installed in or after 2019 is based upon \$0.54 per square foot per month.

NOTES:

- a) Hangars served with electricity through an independent meter, paid by County, shall be charged an additional estimated \$11 per month electrical energy charge. The actual vs. estimated energy costs will be evaluated annually and adjustments made accordingly.
- b) Upon termination of the Lease Agreement for cause, Lessee shall be placed on a daily rate (Daily Hangar Fee) equivalent to two times the monthly rate divided by 30 and rounded to the next highest dollar.
- c) The following are examples of hangar areas – not all inclusive:

<u>Inventory installed prior to 2019:</u>	<u>Inventory installed in or after 2019:</u>
1. Port-A-Port (750,800,850,900 S.F.)	1. Tee Hangars (1,130 S.F.)
2. Fixed T (1,000 S.F.)	2. Tee Hangars (1,300 S.F.)
3. Port-A-Port (1,050 S.F.)	3. Tee Hangars (1,500 S.F.)
4. NUNNO (1,100 S.F.)	4. Tee Hangars (2,770 S.F.)
5. NUNNO (1,400 S.F.)	
6. Port-A-Port (2,000 S.F.)	

II. AIRCRAFT OPERATIONS

A. Landing Fees

- 1. Air Carriers (scheduled commercial – non-based) and Air Taxis (non-scheduled commercial – non-based) shall be charged a minimum landing fee of \$15.49 or \$1.44 per 1,000 pounds of gross weight, rounded to the nearest whole dollar, whichever is greater. The term "gross weight" shall be the certified maximum gross takeoff weight specified by FAA for the type of aircraft.

NOTE: Landing Fee includes first overnight parking fee.

- 2. Privately owned or leased aircraft (non-based), not used for hire or compensation, shall be exempt from landing fees up to 12, ~~499,500~~ pounds. However, heavier aircraft shall be charged at the ~~above~~ rate in 1. above if 12,500 pounds or heavier.
- 3. Lighter-than-air Aircraft Use Fee. Lighter-than-air aircraft such as airships, dirigibles, blimps and balloons shall be charged a daily use fee of \$113. The payment of this fee shall entitle the operator to a mooring location on a site

assigned by the airport, as well as parking for support vehicles. Prior permission of the Director of Airports is required.

B. Fuel Flowage/Storage

1. Fuel Flowage - All vendors and Self-Fueling Operators who dispense aviation fuel upon County Airports shall pay the County a Fuel Flowage Fee of \$0.06 per delivered gallon.
2. Facility Fee – (For use of County Fuel Farm Facilities) vendors and Self-Fueling Operators who dispense aviation fuel upon County Airports shall pay the County a Facility Fee of \$0.02 per delivered gallon.

NOTE: Tenant will pay actual cost of utilities on a pro rata basis and will be billed quarterly for those costs. An annual adjustment will be made at the end of each year.

3. Oil Flowage - All vendors who dispense aviation oil upon County Airports shall pay the County an Oil Flowage Fee of \$0.15 per delivered gallon.
4. Fuel Tank Rental - Whenever County owned tanks are utilized to store fuel, a Fuel Storage Fee of \$0.046 per delivered gallon shall be paid to County.

NOTE: Flowage and Storage Fees are due with submission of Quarterly Fuel Flowage Reports and are in addition to all other rents due.

- a) Late fees of 10% are applicable to flowage and storage fees when not paid by the thirtieth day following the end of each quarter.
- b) Fuel/Petroleum Vendors and Self-Fueling Operators shall obtain and maintain all permits and associated fees.
- c) An exception for FY 202~~43~~-2~~54~~ is the Fuel Flowage Fee and Storage Fee for qualifying Unleaded AvGas formulations will be waived.

III. GOVERNMENT AIRCRAFT

Airport facilities shall be made available to government aircraft (state or federal) without charge except if the use by government aircraft is substantial. Substantial use shall be considered to exist when during any calendar month:

- A. Five (5) or more government aircraft are regularly based at the airport or on land adjacent thereto; or
- B. The total number of movements (counting each landing as a movement) of government aircraft is 300 or more, or the gross accumulative weight of government aircraft using the airport (the total movements of government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

C. Government aircraft are based or use airport(s) in excess of any 90-day period.

This is in conformance with those assurances given under the Federal Airport Act or the Airport and Airway Development Act of 1970.

IV. AIRPORT BUILDINGS/IMPROVEMENTS

A. Rent (Non-Aviation)

The lease rental rate for airport-owned non-aviation buildings and improvements, including storage areas and facilities, shall be based on Fair Market Value, including percentage rents, as established by an appraisal by the Real Estate Services Division of the Public Works Agency or an outside, independent appraiser. The appraisal and subsequent rental rates shall reflect whether or not one or more utilities may be included. The rental rate shall also reflect if any other services such as maintenance or janitorial are included. Rent increases, as often as annually, may be negotiated between the parties.

B. Rent (Aviation)

Per Policy 3, the lease rental rate for airport-owned aviation buildings and improvements shall be based on ~~cost recovery, as compared to~~ Fair Market Value.

Current rates per square ft. per month are:

	<u>Camarillo</u>	<u>Oxnard</u>
Hangar	\$0.40	\$0.40
Shop	\$0.40	\$0.40
Office	\$0.50	\$0.50
Ramp	\$0.0886	\$0.0886

C. Term of Lease (Minimum Qualifications) Non-Aviation

A capital investment of \$20,000 per acre, per year of lease, may be required, as approved by the Director of Airports, and such improvements shall be completed within two years or less, or as negotiated in the lease.

D. Term of Lease (Minimum Qualifications) Aviation

1. Full Service ASP- A minimum capital investment of \$20,000 per acre, per year, is required, as approved by the Director of Airports. All agreed-upon improvements shall be completed within the first two years or less, or as approved by the Board of Supervisors.
2. Limited Service ASP- A capital investment of \$20,000 per acre, per year, is required, as approved by the Director of Airports, and all agreed-upon improvements shall be completed within the first two years or less, or as

negotiated in the lease.

3. Single Service ASP- A capital investment of \$20,000 per acre, per year, is required, as approved by the Director of Airports, and such improvements shall be completed within one year or less, or as negotiated in the lease.

NOTES: Tenant shall maintain leased premises in as good or better condition, to include:

Repainting at least once every 10 years

Maintain roof free of leaks

Maintain landscaping in clean and healthy condition (free of trash)

E. Leases up to Five Years Term may be executed by the Director of Airports, or his/her designee.

V. AIRPORT LAND/GROUND AREAS

A. Rent (Non-Aviation and Aviation)

1. Ground Leases: (Oxnard and Camarillo) All Ground Leases are subject to a minimum base rent and/or percentage rent, and Board of Supervisors approval. All ground leases are subject to a 5-year rent review and adjustment.

(NOTE: Formula Minimum Rent: 10% of the Fair Market Value and/or appraised value of land per annum or as otherwise approved by Board of Supervisors. Land to be reappraised as often as yearly but at a minimum every two years, and Rental Value to be adjusted per Lease language, but not less than every 5 years.)

- a) Non-Aviation Land Rent Rate is \$1.50 per square ft. per year based on 10% ROI using February 2022, appraisal stating land value at \$15.00 per square foot.
- b) Aviation Land Rent Rate is \$0.975 per square ft. per year based on Non-Aviation Land rate and discounted 35% due to use being restricted to aviation only.

Percentage Rent: Applicable Rate of all gross receipts from Tenants subject to percentage.

2. "Month to Month" Ground Leases: All Month to Month ~~(no options)~~ Ground Leases are subject to formula minimum base rent or negotiated rent, whichever is greater, and may be executed by the

Director of Airports. All month-to-month ground leases are subject to annual review and adjustment.

(NOTE: Formula Minimum Rent: 10% of the Fair Market Value and/or appraised value of land per annum or as otherwise approved by Board of Supervisors. Land to be appraised and Rental Value adjusted periodically with Director of Airports' discretion).

NOTES:

- a) All improvements constructed by the Tenant on the Airport shall, at the option of the County, be removed and the ground area returned as nearly as practicable to its original condition or may be vested with the County upon termination of the Lease.
- b) Tenant shall maintain leased premises in as good or better condition, to include:

Repainting at least once every 10 years (or as needed)
Maintain roof free of leaks
Maintain landscaping in clean and healthy condition (free of trash).
- c) Agricultural leases are handled as special situations and are exempted from the foregoing guidelines and minimums. Rents shall be established by market comparisons as determined by the Director of Airports.
- d) Not-for-profit aviation museums are handled as special situations and are exempted from the foregoing formula minimum rent requirements. Land rent shall be as negotiated with the Director of Airports and approved by the Board of Supervisors.

B. Term of Lease (Non-Aviation and Aviation)

1. Ground Leases: One (1) year or more leases. In order to secure a long-term ground lease beyond one (1) year, lessee shall invest \$20,000 per acre, per year, as approved by the Director of Airports. All agreed-upon improvements shall be completed within the first year or less, or as approved by the Board of Supervisors. All improvements (excluding fueling apparatus) shall transfer to County at end of 20th year, regardless of term, or as negotiated with Airport Director and approved by the Board of Supervisors, and rent assessed for all improvements by category (example, office, storage, ramp, shop space, etc).
2. "Month to Month" Ground or Office Leases: Renewable until terminated (no options to extend).

3. Commercial leases in Airport Business Park. One (1) year or more.

C. Leases up to Five Years Term may be executed by the Director of Airports or his/her designee

VI. AUTO PARKING. Overnight camping and RVs are expressly prohibited in all areas (aviation side and non-aviation side)

A. Terminal Area Parking (Oxnard Terminal Building)

0-4 hours free

4-6 hours \$4

6-12 hours ~~\$65~~

12-24 hours ~~\$150~~

Each additional 24 hours ~~\$150~~/day

~~(Note: \$100.00 monthly rates available)~~

B. Permit Parking (Excludes Oxnard Airport Terminal Parking)

1. Rent-a-Car Company - \$20/month/space

2. All others - \$25/month/space

3. Permit replacement fee - \$5

VII. AIRPORT PERMITS

A. Commercial Activity Permits

No person or business entity other than current lessee or licensee shall sell or publicly solicit the sale of merchandise, conduct or operate a business or service for hire or compensation, or advertise or solicit business or utilize airport land area upon property under the jurisdiction of the Department of Airports unless a permit is first obtained from the Director of Airports. In order to encourage compliance with this requirement, permit holders in good standing will qualify for reduced annual rates.

To qualify for a Commercial Activity Permit, the following is required:

1. Permit Fee, Aviation Commercial uses/activities and aircraft/~~auto~~ mobile detailing

a) Daily Permit \$199; ea. additional consecutive day \$35

b) Annual Permit

1. Mobile Mechanic \$750 for the first year and \$500 for annual permit renewals, if permit is not allowed to expire.

2. Independent Flight Instructor \$750 for the first year and \$500 for annual permit renewals, if the permit is not allowed to expire.

3. Self-Fueler \$750 for the first year and \$500 for annual permit

renewals, if permit is not allowed to expire.

2. Permit Fee, Non-Aviation Commercial uses/activities
 - a) Daily Permit \$436; ea. additional consecutive day \$100 (up to 3 days)
 - b) Monthly Permit \$871 (as allowed)
 - c) Annual Permit \$2,438 (as allowed)
3. A Certificate of Insurance naming the County of Ventura and/or Department of Airports as Additional Insured with coverage as specified in Exhibit "A."
4. A \$20 fee will be collected on all first issue gate access cards. Broken, damaged, or lost cards will be replaced for a fee of \$16 each card.
5. Evidence of the applicable City business license.

NOTE: Permit does not allow Permittee to enter upon lessee's premises without approval of lessee. Commercial activity permit fees may be adjusted at the discretion of the Director of Airports if deemed necessary for the provision of services. One-Year Permit is subject to 30-day termination.

B. Commercial Film/Photography Permits

No person or business entity shall conduct any commercial filming, photography or demonstrations upon County airports without first obtaining a permit from the Director of Airports. Commercial Filming and Commercial Photography is defined as filmmaking or photography for compensation. For the purposes of definition, the "Day" rate is for a 12-hour period.

To qualify for a Commercial Film/Photography Permit, the following is required:

1. Permit Fee
 - a) Feature/TV/Commercial/Movie Filming \$15,000 for first day, then \$10,000 each additional day thereafter1,100/day (includes location and basecamp 1-20 cast/crew)
 - b) Feature/TV/Commercial/Movie Filming \$20,000 for first day, then \$10,000 each additional day thereafter3,000/day (includes location and basecamp 21+ cast/crew)
 - c) Commercial Photography \$800/day
2. Certificate of Insurance naming the County of Ventura as Additional Insured with coverage as specified in Exhibit "A."
3. Security/clean up deposit equal to ~~the~~ ½ of the initial per-day fee may be required if determined by the Director of Airports to be justified by the planned activity.

NOTES:

- a) The above fees apply to all or part of a facility under the jurisdiction of the Department of Airports.
- b) Maximum permit term is seven (7) days including setup and disassembly time, without advance approval of the Director of Airports.
- c) Commercial Filming and Commercial Photography Activity on leased property still requires a County permit; however, County charge for such Permit shall be limited to \$262 per day.

C. Special Use (Non-commercial) Activity Permit

No person or entity shall conduct a non-commercial, individual and/or community/club activity upon County airports without first obtaining a permit from the Director of Airports.

To qualify for a Special Use Permit, the following is required:

1. Permit Fee
 - a) Daily fee \$436; ea. additional consecutive day \$100
 - b) Annual fee \$2,438
2. Certificate of Insurance naming the County of Ventura as Additional Insured with coverage as specified in Exhibit "A" if determined by the Director of Airports to be justified by the planned activity. Any event involving alcohol, if approved, will require insurance and appropriate alcohol license from the Alcohol Beverage Control.
3. Security/cleanup deposit equal to the per day fee, if determined by the Director of Airports to be justified by the planned activity.

D. Use of Airport for Promotion of Aviation and/or a Non-Profit/Community Activity

Aviation related and/or community oriented one-time events considered to be of public interest, non-profit, and/or having a value to the aviation community, may request in writing a waiver of fees, which may be approved at the discretion of the Director of Airports. Examples: National Aviation Day, special Aircraft fly-ins, and special aviation group activities.

E. Special Uses Requiring Extra or Overtime Personnel

Special uses requiring extra County personnel shall be charged, in addition to use fee, an hourly rate for personnel for each hour or portion thereof required (two (2) hours minimum for Airport Operations Officers).

F. Aircraft Repair Work Areas

The use of aircraft repair work areas is available only on a reservation basis, and is limited to aircraft owners, notwithstanding commercial activity provided for herein. Reservations are required through the Department of Airports.

No automobile washing is allowed.

Fee: \$~~256~~.00 for each four (4) hour block of time or portion thereof. No user may use the work area in a single visit in excess of 12 hours. No overnight storage of an aircraft in this area.

G. Taxi-Cab Stand/Scheduled Shuttle Operations/Courtesy Vehicles/Ridesharing Services

Taxicabs, scheduled shuttles, ridesharing services (such as Uber, Lyft, and related services), and courtesy vehicles may enter airport property without charge for the purpose of dropping off passengers. However, no taxicab, ridesharing service, scheduled shuttle, or courtesy vehicle shall be allowed to pick up or await passengers or to remain in the designated taxi stand or shuttle area without first having obtained a permit. Permits are valid for both airports.

The following is required for a permit:

1. For services confined to Ventura County: Taxi/Shuttle Permit Fee \$1,~~527~~466 per year; (at discretion of Director, may be payable \$1~~27.25~~34 per month in advance). For services which include travel outside of Ventura County, Taxi/Shuttle Permit Fee of \$2,438 per year (no monthly installment payment).
2. Courtesy Vehicle Permit Fee (Hotel/Motel vehicle to which no fee for service is charged to the customer) \$1~~844~~9 per year each company.
3. Certificate of Insurance naming the County of Ventura as Additional Insured, with coverage as specified in Exhibit "A."
4. Evidence of the applicable City Business License.

H. Removal and Storage of Disabled Aircraft

Aircraft that become disabled at either airport due to unforeseen circumstances such as an accident must be removed expeditiously from any movement area (County of Ventura Ordinance 6506-4). If a disabled aircraft causes the closure of any runway or taxiway for more than 2 hours, the aircraft owner shall be charged \$1,000 each hour until the runway and/or taxiway surfaces can be reopened. In addition, disabled aircraft that must be stored while awaiting repairs or salvage shall be subject to special disabled aircraft storage fees. If the disabled aircraft is placed on a tiedown or apron area, the owner shall be charged a tiedown fee of \$25 per day for the first 90 days. After 90 days the fee increases to \$50 per day or \$1,500 per month. The use of a vacant and available County-owned hangar for disabled aircraft storage shall be charged \$100 per day

~~up to 90 days, after which the agreement is terminated~~
~~negotiated on a case-by-case basis.~~

VIII. MISCELLANEOUS CHARGES

A. Document Processing Fee/Document Review Fee by County Counsel

A fee shall be paid to County in advance for "Tenant-initiated" and/or public requested drafting and/or processing each Amendment, Assignment, Concurrence, Change of Ownership, Approval of Sublease, Extension of Terms, Option to Lease, or other modifications of month-to-month or long-term leases or research of public documents. This processing fee shall be deemed earned by County when paid and shall not be refundable. Fee is construed as reimbursement of administrative costs pursuant to transaction or research. (County or mutually initiated documents are exempted.) Document review fee for documents not on County standard forms shall require a one-time up-front fee of \$250.00 to reimburse DOA for County Counsel fees for legal review.

1. Documents executed by Director of Airports \$50.
2. Documents executed by Board of Supervisors \$250.
3. Document review fee by County Counsel \$250.

B. Transfer Fee for Long Term Lease (Term exceeding 1 year)

2% of sales price, based on appraisal and/or purchase agreement. Term ground leases for privately owned aircraft storage hangars that were previously month-to-month leases, signed on or before June 30, 2025, are exempt from this fee, but only if the hangar is transferred on or before June 30, 2025.

C. Document Copying Fee

A fee of \$0.0~~6~~³⁵ per page shall be charged for reproducing all documents not associated with the conduct of routine airport business. ~~There will be no staff time charged for the first two hours of retrieval and copying time. For the third hour and longer, the charge will be the lower of: (1) the actual hourly rate of the employee(s) doing the retrieval and copying; or (2) \$24.00 per hour.~~

D. Bad Check Charge

A "bad check" charge of \$25 will be added to that amount owed for all checks returned for insufficient funds or any other reason.

E. Security Gate Cards

Parking and security gate cards for entrance to parking and general aviation areas (hangar and tie-down) will be issued by the Director of Airports to authorized persons (see current Gate Card policy on file at the Department of Airports for

“authorized persons”). A \$20 fee will be collected on all first issue cards. Broken, damaged, or lost cards will be replaced for a fee of \$16 each card.

F. Parking Citations

Civil penalty citations issued for vehicular parking violations under Ventura County Ordinance Codes 6508-21 and 6508-22 are set at \$50 per violation.

G. Airfield Infractions/Citations

Per Section 6503-4 of the Ventura County Ordinance Code, citations may be issued for violations “Infractions” of the Airports Ordinance Code (Ventura County Ordinance Code section 6501 et seq). First violation is \$100; second violation for same activity is \$200 and third violation is up to but not in excess of \$500.

HG. Late Fee

10% of unpaid balance (not compounded) on all leases, and licenses, including percentage rents and fees if not received before the 11th day of each month. Tiedowns/hangars refer to Section I.

I. Airport Sweeper Service Fee

\$118/hour (or partial hour) for use of airport sweeper on airport. Fee includes airport personnel as sweeper operator.

J. Other Hourly Rates

Project Permitting and Plan Reviews; Department- of Airports as CEQA Lead Agency

Projects Administrator \$~~169.2759.04~~/hour
Projects Specialist \$118.57/hour
Deputy Director \$~~196.078.50~~/hour
Director of Airports \$~~254.4747.95~~/hour
Lease Manager \$~~51.7047.89~~

Grant Billing – Federal Grants

Projects Administrator \$~~169.2759.04~~/hour
Senior Accounting Tech \$~~101.6180.70~~/hour
Office Assistant III \$~~86.4576.34~~

Maintenance Workers

Maintenance Supervisor \$~~127.0432.68~~/hour

Senior Maintenance Worker \$~~93.384.05~~/hour
Lead Maintenance Worker \$~~107.468.50~~/hour

Operations Workers

Operations Supervisor \$~~122.3644.37~~/hour
Operations Officer \$~~106.8683.47~~/hour

KJ. Administration Fee

A charge of \$150 for each new lease processing action including but not limited to the following examples: a new lease sign up, change of hangar, sale of private hangar, refund of waitlist deposits if before notice of removal.

LK. Electronic Payment Fees using ePay

The following fees apply to transactions using the electronic payment portal (ePay).

Credit/~~Debit~~ Cards: ~~2.17~~5% of transaction amount (Minimum Fee \$1.00)
Electronic Checks (eChecks): \$1.50 per transaction.

As an incentive to encourage tenant acceptance of the new payment option, ePay transaction fees will be waived for all transactions occurring on or before~~until~~ June 30, 202~~5~~4.

IX. LEASE/LICENSE AGREEMENTS

A. Types of Tenancy/Use

1. Full-Service Aeronautical Service Provider (ASP): An operator that provides a full range of aviation services as identified in the lease agreement.
2. Limited Service Aeronautical Service Provider (ASP): Specialized aircraft business and services, excluding fueling services, as identified in the lease agreement.
3. Specialty Aviation Operations: (Single-Service ASP), Air taxi, charter, (non-scheduled) air carrier, aircraft sales, aircraft leasing, and non-profit flying clubs and flight schools.
4. Industrial or Non-Aviation Business: Business of a type whose operations are not dependent on runway access or airport orientation.
5. Land Leases: Tenant constructs a building or makes improvements on County owned land.

NOTE: Refer to Minimum Aeronautical Standards for commercial leases.

B. Improved Areas - Hangar, Office, Shop, Tie-downs, etc.

1. Base Rent Leases - No Percentage

Base rents are established by Fair Market Value comparisons.

2. Percentage Rent Leases

All percentage rent leases, as determined by the Director of Airports, are subject to a fixed minimum rent based on the square footage of the premises (hangar, shop, and office space) and/or a predetermined percentage of the gross receipts for various uses.

3. Tie-Down Spaces - Full Service and Limited ASP

Tie-down spaces may be assigned to the ASP in their respective leases based upon the following criteria only:

- a) Tie-down spaces requested by the ASP may be obtained through execution of a tie-down License Agreement and the payment of fees as shown in Section I, B and will be considered as additional rent.

4. Options

~~All rents and fees for option tenancy~~ The rent at the beginning of an option term shall be adjusted to reflect the rate as set forth in the Board-approved Rent and Fee Schedule that is in effect on the date that the option becomes effective, or at the end of every fifth year of term, or as specified in lease.

C. Terminal Areas - Building and Parking (Oxnard)

1. Air Carrier
2. Air Taxi and Air Charter (Non-scheduled)
3. Auto Rental (Rent-a-Car)
4. ~~Travel Agency~~ Aviation and Non-Aviation User
5. Lobby Concessionaire or Licensee

- a) Term: Up to 5 years
- b) Minimum Rents: Established at Fair Market Value based on comparisons.
- c) Percentage Rents: Amount by which specified percentage rent exceeds minimum for counter, office, and cargo area (and fee for

parking spaces if included in lease agreement).

NOTES:

- 1) In addition to space rental, auto rental tenants shall pay quarterly 10% of gross receipts. Assigned parking shall be at \$20/month per space (5 spaces minimum).
- 2) ~~Travel Agency~~ Specialty aviation services tenants in addition to space rental, shall pay \$100 minimum or more per month vs. 1/2% on first \$250,000 gross sales and 1% over.

D. Air Space Testing

In addition to any ground rental (if area required on airport property) \$250 per day for the use of the airport for operations testing.

~~ED.~~ Off-Airport Auto Rental (Rent-A-Car)

Shall report and pay 8.5% of gross receipts attributed to airport pick-ups and execute a license and use agreement with the County.

~~FE.~~ Restaurant

1. Major operation – Base and/or percentage rent as prescribed in lease contract, based on market rents, with Board of Supervisors approval. (Longer than 5-year lease.)
2. Minor operation – The greater of mMinimum base rent and/or 67% gross receipts. (5 years or less.)

X. ACCESS TO AIRPORT FROM ADJACENT PRIVATE PROPERTY

- A. All requests for company/private aircraft oriented uses shall be considered as a special situation and must be approved on an individual basis by the Director of Airports.
- B. Authorization for access to the Airports will be given on County's License Agreement format.
- C. The applicant for access to the Airport shall be required to pay for all improvements on Airports' property that are necessary and prerequisite, in the opinion of the Director of Airports, to accommodate the applicant's access needs. If Licensee is not required by County to remove all such improvements and restore the property to its original condition, the improvements shall become the property of the County.

D. Minimum rents and percentages for access may be negotiated based on type and intensity of airport use.

XI. INSURANCE REQUIREMENTS FOR AIRPORT LESSEES, LICENSEES AND PERMITTEES

See Exhibit "A" attached.

EXHIBIT "A"

INSURANCE REQUIREMENTS FOR AIRPORTS LESSEES, LICENSEES AND PERMITTEES

I. LESSEES

These are prescribed minimum limits; however, good business indicates that higher limits should be used for most businesses. In any given year, all lessees, licensees, and permittees shall maintain, or increase to maintain, the minimum insurance requirements as stipulated in the then current year Board-approved Rent and Fee Schedule. (Minimum insurance limits are subject to possible adjustment annually). Current year refers to the present County fiscal year and not the year a lease was signed.

A. Aeronautical Service Providers: Tenant offers full range of ASP services, as defined in the Minimum Aeronautical Standards.

1. Commercial General Liability: "Occurrence" coverage in the minimum amount of \$2,000,000 combined single limit (CSL) bodily injury & property damage each occurrence and \$2,000,000 aggregate, including personal injury, broad form property damage, products/ completed operations, broad form blanket contractual and \$100,000 fire legal liability.
2. Aircraft and Airport Operations, including passengers, products and completed operations: Combined single limit for bodily injury and property damage of \$2,000,000 each occurrence.
3. Hangar Keepers Liability: \$100,000 per aircraft, but not less than the replacement value of all aircraft in the care, custody and control of tenant.
4. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$500,000 for each occurrence. Exception: fuel trucks (see below).
5. Fuel Truck: \$1,000,000 per vehicle.
6. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Tenant and Employer's Liability in the minimum amount of \$1,000,000.
7. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County of Ventura must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

NOTE: The WC requirement is waived only if the Tenant is a sole proprietor with no employees, volunteers or family members working in the business. Proof of Personal Medical Insurance will be required instead.

B. Air Carriers:

1. Commercial General Liability: "Occurrence" coverage in the minimum amount of \$50,000,000 combined single limit (CSL) bodily injury & property damage each occurrence and \$50,000,000 aggregate, including personal injury, broad form property damage, products/ completed operations, broad form blanket contractual and \$100,000 fire legal liability.
2. Aircraft and Airport Operations, including passengers, products and completed operations: Combined single limit for bodily injury and property damage of \$50,000,000.
3. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$1,000,000 for each occurrence.
4. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Tenant and Employer's Liability in the minimum amount of \$1,000,000.
5. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

C. Specialty Aviation Operations: Includes air taxi/charter (Part 135), aircraft leasing, and any aircraft operating under a Special Airworthiness Certificate.

1. Commercial General Liability: "Occurrence" coverage in the minimum amount of \$2,000,000 combined single limit (CSL) bodily injury & property damage each occurrence and \$2,000,000 aggregate, including personal injury, broad form property damage, products/ completed operations, broad form blanket contractual and \$100,000 fire legal liability.
2. Aircraft and Airport Operations, including passengers, products and completed operations: Combined single limit for bodily injury and property damage of \$2,000,000 each occurrence.
3. Hangar Keepers Liability: \$100,000 per aircraft, but not less than the

replacement value of all aircraft in the care, custody and control of tenant.

4. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$500,000 for each occurrence.
5. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Tenant and Employer's Liability in the minimum amount of \$1,000,000.
6. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

NOTE:

- a) The WC requirement is waived only if the Tenant is a sole proprietor with no employees, volunteers or family members working in the business. Proof of personal medical insurance will be required instead.
- b) Only paragraphs 1, 2, and 6 above would apply to an experimental aircraft operating under a Special Airworthiness Certificate.

D. Flying Clubs: (As defined in the Minimum Aeronautical Standards)

1. Commercial General Liability, including contractual, products and completed operations and owner's and contractors' protective: Combined single limits for bodily injury and property damage of \$1,000,000 each occurrence.
2. Aircraft and Airport Operations, including passengers, products and completed operations: Combined single limit for bodily injury and property damage of \$1,000,000 each occurrence.
3. Owned and Non-Owned Auto Liability: (if applicable) Limits of \$500,000 for each occurrence.
4. Hangar Keepers Liability: (if applicable) \$100,000 per aircraft, but not less than the replacement value of all aircraft in the care, custody and control of tenant.
5. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured

endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

E. Industrial and Non-Aviation Business:

1. Commercial General Liability: "Occurrence" coverage in the minimum amount of \$2,000,000 combined single limit (CSL) bodily injury & property damage each occurrence and \$2,000,000 aggregate, including personal injury, broad form property damage, products/ completed operations, broad form blanket contractual and \$100,000 fire legal liability.
2. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$500,000 for each occurrence.
3. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Tenant and Employer's Liability in the minimum amount of \$1,000,000.
4. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.
5. If Lessee is self-insured for any or all of the required insurance coverages, Lessee agrees to provide Lessor with written confirmation that Lessee is a duly authorized and funded self-insured entity for those coverage's under the laws of the State of California. Lessor agrees to accept Lessee's status as a self-insured entity as satisfactory compliance with Lessor's normal insurance requirements as listed above.

Any insurance limits required that exceed the Lessee's self-insured coverage shall be in compliance with the insurance requirements listed above. In the event Lessee decides to no longer be self-insured, Lessee agrees to provide Lessor with thirty (30) days advance written notice of the effective date of this change in status. Thereafter, Lessee agrees to provide Lessor with appropriate evidence of insurance coverage(s) as listed above.

NOTE: The WC requirement is waived only if the Tenant is a sole proprietor with no employees, volunteers or family members working in the business. Proof of Personal Medical Insurance will be required instead.

II. LESSEES AND LICENSEES (Includes all based aircraft, as well as ultra-lights, occupying tiedowns, County and/or private hangars)

- A. Aircraft Liability: Bodily injury including occupants and property damage liability, \$100,000 each person, \$100,000 property damage, \$500,000 each accident. Seats may be excluded.
- B. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. For aircraft, which are out of License, not airworthy, a signed statement to that fact with a promise to obtain the required insurance before operating said aircraft shall be filed in lieu of the certificate. The County of Ventura Department of Airports must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

III. PERMITTEES

- A. Commercial Activity Permit - Non-Aircraft:
 - 1. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage of \$2,000,000 to \$5,000,000 each occurrence, depending upon the type of activity proposed.
 - 2. Owned and Non-owned Auto Liability: Limits of \$500,000 for each occurrence.
 - 3. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee and Employer's Liability in the minimum amount of \$1,000,000.
 - 4. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

NOTE: The WC requirement is waived only if the Permittee is a sole proprietor with no employees, volunteers or family members working in the business. Proof of Personal Medical Insurance will be required instead.

B. Commercial Activities Permit - Aircraft:

1. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage of \$2,000,000 each occurrence.
2. Aircraft and airport operations, including passengers, products and completed operations or Premises Liability (whichever is deemed appropriate by the County): Combined single limit for bodily injury and property damage \$1,000,000 each occurrence.
3. Owned and Non-owned Auto Liability: Limits of \$500,000 for each occurrence.
4. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee and Employer's Liability in the minimum amount of \$1,000,000.
5. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate insurance is exceeded and additional coverage must be purchased to meet the above requirements.

NOTE: The WC requirement is waived only if the Permittee is a sole proprietor with no employees, volunteers or family members working in the business. Proof of Personal Medical Insurance will be required instead.

C. Commercial Activities Permit – Aircraft Mobile Mechanics:

1. Commercial General Liability: Combined single limits for bodily injury and property damage of \$1,000,000 each occurrence.
2. Products Liability and Completed Operations Coverage: Combined single limit liability coverage \$500,000 each occurrence.
3. Hangar Keepers Legal Liability, ground coverage, including taxi coverage: \$100,000 each aircraft, \$100,000 each occurrence.
4. Owned and Non-owned Auto Liability: Limits of \$500,000 for each occurrence.
5. Workers' Compensation (WC) coverage, in full compliance with

California statutory requirements, for all employees of Permittee and Employer's Liability in the minimum amount of \$1,000,000.

6. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate insurance is exceeded and additional coverage must be purchased to meet the above requirements.

NOTE: The WC requirement is waived only if the Permittee is a sole proprietor with no employees, volunteers or family members working in the business. Proof of Personal Medical Insurance will be required instead.

D. Special Use Permits:

1. Movie and Commercial Filming:

- a. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage, \$2,000,000 to \$5,000,000 or higher each occurrence, depending upon the type of activity proposed.
- b. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$2,000,000 to \$5,000,000 for each occurrence, depending upon the type of activity proposed.
- c. Indemnification and Hold Harmless Clause - All activities: Each permit/license/lease shall contain a clause requiring that all activities and/or work set forth within the agreement shall be at the risk of the permittee/licensee/lessee alone. Permittee/Licensee/Lessee/Tenant must agree to defend (at County's request), indemnify and save harmless the Department of Airports and the County of Ventura, its boards, agencies, departments, officers, employees, agents and volunteers (hereinafter referred to as County), from and against any and all claims, lawsuits – whether against Permittee, County or others, judgments, debts, demands and liability, including, without limitation, those arising from injuries or death of persons and/or for damages to property, arising directly or indirectly out of Tenant's use or occupancy of the Leased Premises or out of operations conducted or

subsidized in whole or in part by Permittee.

- d. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee and Employer's Liability in the minimum amount of \$1,000,000.
- e. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

2. Commercial Photography:

- a. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage, \$1,000,000 to \$2,000,000 or higher each occurrence, depending upon the type of activity proposed.
- b. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$1,000,000 to \$2,000,000 for each occurrence, depending upon the type of activity proposed.
- c. Indemnification and Hold Harmless Clause - All activities: Each permit/license/lease shall contain a clause requiring that all activities and/or work set forth within the agreement shall be at the risk of the permittee/licensee/lessee alone. Permittee/Licensee/Lessee/Tenant must agree to defend (at County's request), indemnify and save harmless the Department of Airports and the County of Ventura, its boards, agencies, departments, officers, employees, agents and volunteers (hereinafter referred to as County), from and against any and all claims, lawsuits – whether against Permittee, County or others, judgments, debts, demands and liability, including, without limitation, those arising from injuries or death of persons and/or for damages to property, arising directly or indirectly out of Tenant's use or occupancy of the Leased Premises or out of operations conducted or subsidized in whole or in part by Permittee.
- d. Workers' Compensation (WC) coverage, in full compliance

with California statutory requirements, for all employees of Permittee and Employer's Liability in the minimum amount of \$1,000,000.

- e. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

3. Permitted Public Events/Non-Air Shows:

- a. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage of \$1,000,000 to \$2,000,000 or higher each occurrence, depending upon the type of activity proposed.
- b. Commercial Auto Policy: Including all autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$500,000 for each occurrence.
- c. Indemnification and Hold Harmless Clause - All activities: Each permit/license/lease shall contain a clause requiring that all activities and/or work set forth within the agreement shall be at the risk of the permittee/licensee/lessee alone. Permittee/Licensee/Lessee/Tenant must agree to defend (at County's request), indemnify and save harmless the Department of Airports and the County of Ventura, its boards, agencies, departments, officers, employees, agents and volunteers (hereinafter referred to as COUNTY), from and against any and all claims, lawsuits – whether against Permittee/Licensee/Lessee/Tenant, COUNTY or others, judgments, debts, demands and liability, including, without limitation, those arising from injuries or death of persons and/or for damages to property, arising directly or indirectly out of Tenant's use or occupancy of the Leased Premises or out of operations conducted or subsidized in whole or in part by Permittee/Licensee/Lessee/Tenant.
- d. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee/Licensee/Lessee/Tenant and Employer's Liability in the minimum amount of \$1,000,000.

- e. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.
4. Permitted Aeronautical Events: (Air shows, fly-ins, air meets, contests or exhibitions).
- a. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage of \$2,000,000 to \$5,000,000 each occurrence.
 - b. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$1,000,000 for each occurrence
 - c. Indemnification and Hold Harmless Clause - All activities: Each permit/license/lease shall contain a clause requiring that all activities and/or work set forth within the agreement shall be at the risk of the permittee/licensee/lessee alone. Permittee/Licensee/Lessee/Tenant must agree to defend (at County's request), indemnify and save harmless the Department of Airports and the County of Ventura, its boards, agencies, departments, officers, employees, agents and volunteers (hereinafter referred to as COUNTY), from and against any and all claims, lawsuits – whether against Permittee/Licensee/Lessee/Tenant, COUNTY or others, judgments, debts, demands and liability, including, without limitation, those arising from injuries or death of persons and/or for damages to property, arising directly or indirectly out of Permittee/Licensee/Lessee/Tenant's use or occupancy of the Leased Premises or out of operations conducted or subsidized in whole or in part by Permittee/Licensee/Lessee/Tenant.
 - d. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Permittee/Licensee/Lessee/Tenant and Employer's Liability in the minimum amount of \$1,000,000.
 - e. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a

30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

- f. In addition to obtaining the above required insurance, the sponsor shall pay the additional premium charged to the Department of Airports by their insurance carrier, if any.

NOTE: Limits for specific events may be negotiated with the insurance carrier on a case-by-case basis. Requests for such consideration must be submitted to the Director of Airports for referral to Risk Management.

IV. CONTRACTORS

A. Airport Contractors:

1. Commercial General Liability including contractual, products and completed operations and owners' and contractors' protective: Combined single limits for bodily injury and property damage for each occurrence shall be as prescribed by County of Ventura Risk Management/ Board of Supervisors.
2. Commercial Auto Policy: Including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$1,000,000 for each occurrence, but Public Works insurance segment may increase limits.
3. Workers' Compensation (WC) coverage, in full compliance with California statutory requirements, for all employees of Contractor and Employer's Liability in the minimum amount of \$1,000,000.
4. The above policy/policies must name the County of Ventura and Department of Airports as additional insured. An additional insured endorsement and a certificate of insurance must be provided with a 30-day cancellation notice. The County must be informed immediately if the general aggregate of insurance is exceeded and additional coverage must be purchased to meet the above requirements.

The foregoing insurance requirements of Exhibit "A" may be amended for special circumstances as approved by County Risk Manager.

EXHIBIT "B"

PRIVATE HANGARS - GROUND AREA

The hangars listed below are identified by general brand name/type and by square footage. The square footage was obtained by actual measurement (outside) and rounded ~~down~~ to the next increment of 10 sq. ft. to allow for minor irregularities:

<u>BRAND NAME/TYPE</u>	<u>SQUARE FOOTAGE</u>
Port-A-Port Standard	800
Port-A-Port Expando/Executive	850
Fixed T, Port-A-Port Double Expando, and Fleetwood	1,000
Port-A-Port Executive I	1,050
H & F Box	1,250
Fleetwood Rectangular and Port-A-Port Executive II	1,350
Port-A-Port Large T	1,400
Port-A-Port, Nunno, Craftsman Rectangular	1,500
Fleetwood Box	1,800
H & F, Pasco Box, Straun	2,000
H & F	2,250
Port-A-Port	2,250
Waffle Crete	2,750
Port-A-Port Box	2,900
Port-A-Port Box	3,000
Waffle Crete	4,740

Hangars not falling within categories identified above or hangars which have been altered, will pay rents calculated at the rate listed in Section I, ED. And will be rounded up to next increment of 10 sq. ft.

**RESOLUTION OF THE BOARD OF SUPERVISORS
ESTABLISHING RENTS, FEES, AND INSURANCE
REQUIREMENTS FOR THE COUNTY,
DEPARTMENT OF AIRPORTS, AND DELEGATING
AUTHORITY FOR EXECUTION OF CERTAIN
AGREEMENTS SUBJECT TO SPECIFIED GUIDELINES**

THE VENTURA COUNTY BOARD OF SUPERVISORS HEREBY ORDERS AND RESOLVES THE FOLLOWING:

I. RENTS, FEES, AND INSURANCE REQUIREMENTS

The Rents, Fees, and Insurance Requirements prescribed in the attached Schedule are hereby approved and adopted, and all prior inconsistent schedules are repealed.

II. POLICY FOR ESTABLISHING RENTS, RATES AND FEES

The Rent and Fee Schedules embrace a myriad of facilities and services which require different adjustment emphasis for establishing fair market rents or appropriate fees. In the event that there is a disagreement between the County and a Tenant or Vendor regarding the imposition of rents and fees under this Rent and Fee Schedule, the parties may, but are not required to, submit to either binding arbitration or non-binding mediation. All Department of Airports' properties, facilities, and services have been placed into five categories for the purpose of defining rent and fee setting policies which have been historically used. They are outlined as follows:

Policy 1:

It shall be County policy that those properties and/or facilities unrelated to the fundamental "public services" afforded by the Oxnard and Camarillo Airports shall be appraised for fair market rental values including percentage rents, with adjustment emphasis on comparative data from the private sector. This approach will produce a fair return to the County. Examples: industrial/office buildings, proposed industrial park, agriculture land leases.

NOTE: Excess revenues derived from leases identified above shall not be used to subsidize user rents and fees related to specific facilities and services (aircraft tiedowns and storage hangars), but may be used for financial support of planned capital improvement projects, and those public-use facilities and services (airfield, visitor parking, common roads, etc.) for which a total recapture of costs is recognized to be unrealistic.

Policy 2:

It shall be County policy that those properties and/or facilities directly related to the public services afforded by the Department of Airports but operated, however, by lessees or concessionaires, shall be appraised for fair market value including percentage rents with adjustment emphasis on comparable data from other publicly controlled facilities operated by lessees or concessionaires. It is the intention of the County to have a policy whereby properties and/or facilities controlled by the Department of Airports, not being used by the County for public services, will be leased or licensed. The rental charges or fees will be based upon the then fair market value, taking into consideration comparable properties owned by other public entities. This approach will also provide a fair return or profit to the County. Examples of such leases/licenses: scheduled air carrier agreements (for terminal space), rental car agencies and restaurants.

Policy 2a:

It shall be County policy to recover all costs of any infrastructure required to develop a Lease parcel from the benefited Lessee through either Lease rents or assessment, when practical. Such costs shall not be borne by existing tenants or users of the airports.

Policy 3:

It shall be County policy that the rents and fees for those properties and/or facilities directly related to the aviation-use public services afforded by the Department of Airports but operated, however, by lessees or concessionaires, shall be adjusted to cause an ultimate recapture of the total costs, both direct and indirect, when practical. Adjustments shall be compared to Market Rate to ensure the cost will not cause a loss of business. Examples: full, limited and single service providers of aeronautical services.

Policy 3a:

It shall be County policy that the rents and fees for those properties and/or facilities that are not-for-profit aviation museums and are operated consistent with the fundamental public services afforded by the Department of Airports, may be adjusted to cause less than an ultimate recapture of the totals costs, both direct and indirect, through reduced rental rates and fees in recognition of the tangible or intangible benefits to the airport.

Policy 3b:

It shall be County policy that the rents and fees for those properties and/or facilities, which are County owned and County operated consistent with the fundamental public services afforded by the Department of Airports, shall be adjusted to cause

an ultimate recapture of the total costs, both direct and indirect, when practical. This approach will result in competitive pricing of County services and serve to constrain the migration of outside County aircraft operators seeking lower fares. Adjustments to these rates shall be by cost-recovery analysis every five (5) years, with interim adjustments calculated by applying the Consumer Price Index (CPI) every other year. Examples: aircraft tie-down, aircraft storage hangars. In calculating the costs of the above services (Policies 3 and 3a), that depreciation attributed to donated assets shall be specifically excluded from such costs. This is consistent with and in conformance with assurances given under the Federal Airport Act or the Airport and Airway Development Act of 1970 which states that “no part of the Federal share of an airport development project shall be included in the rate base in establishing fees, rates, and charges for users of that airport.”

Policy 3c:

It shall be County policy that the provision by the County of aircraft storage facilities and/or property for the same purpose, shall be for the exclusive purpose of storing aircraft deemed to be in an airworthy condition. Temporary exceptions to this requirement may be granted by the Director of Airports on a case-by-case basis, upon the demonstration of visible and reasonable progress to bring an aircraft to airworthy status, consistent with the FAA’s “Policy on the Non-Aeronautical Use of Airport Hangars,” Docket No. FAA 2014-0463, 81 FR 38906, § II.b. The Director of Airports may make such determinations based on periodic inspections of such facilities and/or property as frequently as once every 90 calendar days. The intent of this policy is to ensure compliance with the aircraft storage license agreements with regard to storage of aircraft that are in airworthy condition and/or aircraft that are being brought to airworthy condition versus non-airworthy aircraft being stored, in parts or in whole, or non-aviation storage including vehicles, to obtain storage space that is considered less expensive than commercially available non-aviation storage space. Examples: aircraft tie-down, county-owned storage hangars, privately-owned storage hangars.

~~Policy 3d:~~

~~It shall be County policy that private hangar owners subject to an existing Privately-Owned Aircraft Storage Hangar Lease Agreement who seek approval to expand/build out resulting in additional square footage or volume, or replace the hangar, shall offer the County a right of first refusal to purchase the hangar at such a time the owner proceeds to sell the hangar in place. County will respond to hangar owner in writing within five (5) calendar days of its intent to purchase or not purchase the hangar. Should the County decline to purchase a hangar, and upon a request to transfer a hangar to a private party, a month-to-month Privately-Owned Aircraft Storage Hangar Lease Agreement for privately-owned aircraft storage hangars may be approved and executed by the Director of Airports with the buyer, provided the purchase price is no more than 15% less than the price first offered to the County. Failure on the part of the hangar owner to act in good~~

~~faith may result in the transfer not being approved. The intent is to prevent the tenant from offering the expanded/built-out/replaced hangar to the County for an unrealistically high price only to prevent the County from being a viable purchaser of the hangar. Example: Hangar valuation is \$100 (including value of the land). Tenant offers it to the County for \$200 (unrealistically high). The Tenant cannot then offer the sale to another party for less than \$170 (85% of \$200) without first offering it to the County again at the reduced price.~~

Policy 4:

It shall be County policy that those services, offered and administered by the Department of Airports for which a total recapture of costs is recognized to be inconceivable, be established by comparing fees with other publicly owned and operated facilities with adjustments emphasizing the recapture of as much of County costs as possible. However, fees shall be maintained at reasonable levels so that the preponderance of the general public can avail themselves of the service. This type of service will continue to reflect a loss; however, it is deemed to be an appropriate public service. Examples: runways, taxiways, roads, rest rooms, ~~auto parking lots~~, visiting aircraft parking, and other public use areas.

Policy 5:

It shall be County policy that those services, and/or supplies furnished to the public by the Department of Airports and regulated by law or by Administrative procedure, shall be compensated for by charging fees and deposits calculated to reimburse all of the administrative and material costs of furnishing same. Annual adjustment emphasis shall be based upon cost analysis and shall not be subject to fair market or profit considerations. Examples: commercial activity permits, aircraft towing and impound fee, document processing fee, and paper material reproduction fee.

III. AUTHORIZATION TO EXECUTE.

The County Executive Officer or the Director of the Department of Airports or his/her designee are authorized to execute Leases, Subleases, Licenses, Permits, Special Use/Activity Permits, Operation Agreements, Extensions, Amendments, Consents, and Notices of Intent to Terminate and cause Unlawful Detainer Complaints to be filed on behalf of the County of Ventura as are hereafter defined and in accordance with the provisions of the attached schedule.

A. DEFINITIONS.

1. LEASE OR SUBLEASE: A conveyance of real property rights for occupancy or use of land, improvements, or a combination thereof. Under this authority, the Term shall not exceed five (5) years including options to extend, except that the Director of Airports may execute a form ground lease for a privately owned aircraft storage hangar with a term that exceeds five years, if the form ground lease

has been previously approved by the Board of Supervisors. Examples: leasing of land for improvements, leasing of a building or portion of a building to tenant or concessionaire.

2. LICENSE. A conveyance of "personal" rights for occupancy or use of property under this authority, limited to one (1) year. License may be extended subject to specified time with prior Notice of Termination. Examples: Aircraft tie-downs, storage, portable hangars, ground use, vending machines, food or merchandise catering truck, carousel sign use, and land encroachments.
3. PERMIT. A personal right to occupy or use property under this authority, limited to maximum term of one (1) year. Permit may be extended subject to 30-day Notice of Termination. Examples: Temporary occupancy for fixing of premises, aircraft repair work or wash/wax activities.
4. SPECIAL USE/ACTIVITY PERMIT. A personal right to occupy, use, or conduct a specified "activity", limited under this authority to a maximum of seven (7) days. (Longer periods must be renewed daily.) Examples: Air shows, movie or TV filming, photography or commercial demonstration.
5. OPERATIONAL AGREEMENTS. Mutually agreed upon procedures pertaining to operational matters established between the Department of Airports and other governmental agencies.
6. EXTENSION/AMENDMENT/CONSENT/AND NOTICE OF INTENT TO TERMINATE.
 - a) An Extension is a continuation of an existing Board-approved agreement without change, or limited to changes authorized by this Authority.
 - b) An Amendment is a change of one or more of the terms, conditions, or covenants consistent with authorized terms and amounts specified in Board- approved rent and fee schedules.
 - c) A Consent is a ratification of a term, condition, or covenant in an existing agreement executed by the Board made subject to "County approval". The Director of Airports may issue Consent after determining proper compliance. This includes an Assignment of Lease. The Director of Airports or his/her designee may also approve a "sublease" or "additional use" by lessee but limited to five (5) years.

- d) Notice of Intent to Terminate is a notice by which the Director or his/her designee expresses intent to terminate a Board-approved Agreement pursuant to a breach or default. On a Board-approved Agreement, final termination shall be subject to Board approval. Leases executed by Director of Airports or his/her designee under authority delegated by this resolution may be terminated by the Director of Airports or his/her designee.

- B. SECURITY DEPOSIT. All tenants shall provide County with, and at all times maintain, a Security Deposit in an amount prescribed by this Resolution. Said amount shall be based on rent and adjusted periodically. Public entities governed by the Board shall be exempt. Said deposit shall guarantee tenants' full and faithful performance of all terms and conditions of their agreement. The following forms of deposit are acceptable: cash, Time Certificate of Deposit (CD), Irrevocable Letter of Credit, and assigned Savings Passbook. The following shall be the basis of the amount of the Deposit unless otherwise stated in the Rent and Fee Schedule:

License and GA Hangar Agreement - The deposit shall be equal to one (1) month's rental rate.

Commercial Lease Agreement - The deposit shall be equal to three (3) month's rental rate.

After three (3) years of good and faithful lease performance (defined as no defaults or delinquencies), deposits on leases of five (5) years or less may be reduced to one (1) month, subject however, to a Lease Amendment providing for the following Liquidated Damages:

Liquidated Damages

County shall have the right to demand, and Lessee agrees to pay Liquidated Damages in the sum of one percent (1%) of the security deposit required of Lease, (but not less than \$10.00), for each day a violation exists of any of the following lease conditions and/or lease articles:

LEASE CONDITIONS AND/OR ARTICLES

USES AND SERVICES
OPERATING SCHEDULE AND CONTROLLED PRICES
IMPROVEMENTS AND INVESTMENTS
CONSTRUCTION
INSURANCE
OPERATIONS

FINANCIAL REPORTS AND RECORDS
MAINTENANCE AND REPAIR
FAA SPECIAL PROVISIONS

- C. NEGOTIATIONS, PREPARATIONS, AND LEGAL APPROVAL. The Leases, Subleases, Licenses, Permits, Special Use/ Activity Permits, Extensions, Amendments, Consents, and Notices of Intent to Terminate shall be negotiated and prepared by the Department of Airports or, by request of the Director of Airports, negotiated and/or prepared by the Public Works Agency, Real Property Services or County Counsel's office. All Agreements shall be submitted to County Counsel's Office for approval as to legal sufficiency prior to final execution excepting pre-approved, routine "form" documents.
- D. TERMINATION DUE TO "REPEATED" VIOLATIONS. The Board of Supervisors hereby authorizes the Director of Airports to include in selected agreements the right to issue a "Notice of Termination for Breach of Good Faith" which would allow termination of an Agreement after tenants repeating the same violation three (3) times or more within any twelve (12) month period, regardless of tenants' cure, remedy, or diligent pursuit to correct violations.
- E. BACKGROUND DETERMINATION AND GUIDELINES. No agreement will be executed under the authority of this RESOLUTION if the County Executive Officer or the Director of Airports of the Department of Airports determines that: (1) The proposed use or occupancy is in conflict with the County's adopted plans for development; (2) The other party(s) to a proposed Agreement has a reputation, character, or background which could be detrimental to County's interest; or (3) Such other party(s) does not have technical knowledge, management ability, or financial capability to fulfill the purpose and provisions of the Agreement.
- F. RENTAL POLICY. It shall continue to be Department of Airports' Policy to require "ALL" tenants or users of County Airports property to pay rents established by Board-approved Rent and Fee Schedules; however, the Director of Airports may determine that certain special services including labor and/or materials may be accepted in lieu of cash payment of rent where all other guidelines are consistent with Director of Airports' Authority. Director of Airports is authorized to adjust rents incrementally to current rate to ensure the cost will not cause a loss of business.
- G. CONTROVERSIAL OR POLICY SETTING AGREEMENTS. Any transaction authorized by this Resolution, considered significantly controversial or policy-setting in the opinion of the County Executive Officer or the Director of Airports, shall be submitted first to the Aviation Advisory Commission and appropriate Airport Authority for recommendation and then to the Board of Supervisors for approval and execution.

IV. AUTHORIZATION TO ESTABLISH FEES

The County Executive Officer, or the Director of Airports is hereby granted limited authority to establish fees for other uses of airport property not specifically provided for in the attached schedule. Such other fees shall be reasonable and consistent with the policies and fees established herein. Any such fee considered to be significant, controversial or policy-setting shall first be submitted to the Aviation Advisory Commission and appropriate Airport Authority, for recommendation, and finally to the Board of Supervisors for appropriate action.

THE FOREGOING RECITALS and attached Rent and Fee Schedule are passed, approved, and adopted by the Board of Supervisors, effective July 1, 202~~4~~3.

COUNTY OF VENTURA

Date _____ By _____
Chair, Board of Supervisors

ATTEST: SEVET JOHNSON,
Clerk of the Board of Supervisors
County of Ventura, State of California

By _____
Deputy Clerk of the Board



COUNTY of VENTURA

Department of Airports

MONTHLY ACTIVITY REPORT

Month ending December 31, 2023

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	13,334	7,724	Current Month	5	1
Last year for the month	13,221	5,860	Current year to date	43	6
% Change	1%	32%	CMA: 12/1 - Stranded AC twy B, outside RSA 12/8 - Stranded AC twy C, outside RSA 12/13 - Alert 1 engine trouble 12/13 - Alert 1 Landing gear malfunction 12/14 - Flat tire rwy 26 at twy B exit OXR: 12/4 - Disabled AC RWY 25		
Current year to date	170,566	76,865			
Last year to date	187,076	87,871			
% Change	-9%	-13%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	12
Cards issued to transient overnight aircraft	42	2
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	30	3

** 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 January 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	15,426	8,292	Current Month	1	0
Last year for the month	11,531	5,799	Current year to date	1	0
% Change	34%	43%	CMA: 01/31 - Ultralight crash off airport OXR: N/A		
Current year to date	15,426	8,292			
Last year to date	11,531	5,799			
% Change	34%	43%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	18
Cards issued to transient overnight aircraft	38	2
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	27	2

** 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 February 29, 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	13,950	9,238	Current Month	4	1
Last year for the month	12,181	6,370	Current year to date	5	1
% Change	15%	45%	CMA: 02/10 - Ultralight crash off airport 2/13 - AC in infield stuck 2/13 - Disabled AC twy A flat tire 2/23 - Disabled AC twy C Flat tire OXR: 2/11 - Disabled AC on rwy. Nose strut collapsed.		
Current year to date	27,702	14,875			
Last year to date	23,712	12,169			
% Change	17%	22%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	18
Cards issued to transient overnight aircraft	20	2
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	29	1

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

Camarillo Noise Comment Report December 2023

Comments by Location	Number of Comments	Total Number of Households
East Neighborhoods	0	0
Midtown/Old Town	196	9
North Neighborhoods	0	0
Unspecified/Other	1	Unknown

Type of Operation	
Takeoff/Departure	1
Landing/Arrival	139
Traffic Pattern	56
Unspecified	1

Total Comments = 197

Time of Day	
12 a.m. – 5 a.m.	5
5 a.m. – 8 a.m.	4
8 a.m. – 6 p.m.	62
6 p.m. – 12 a.m.	126

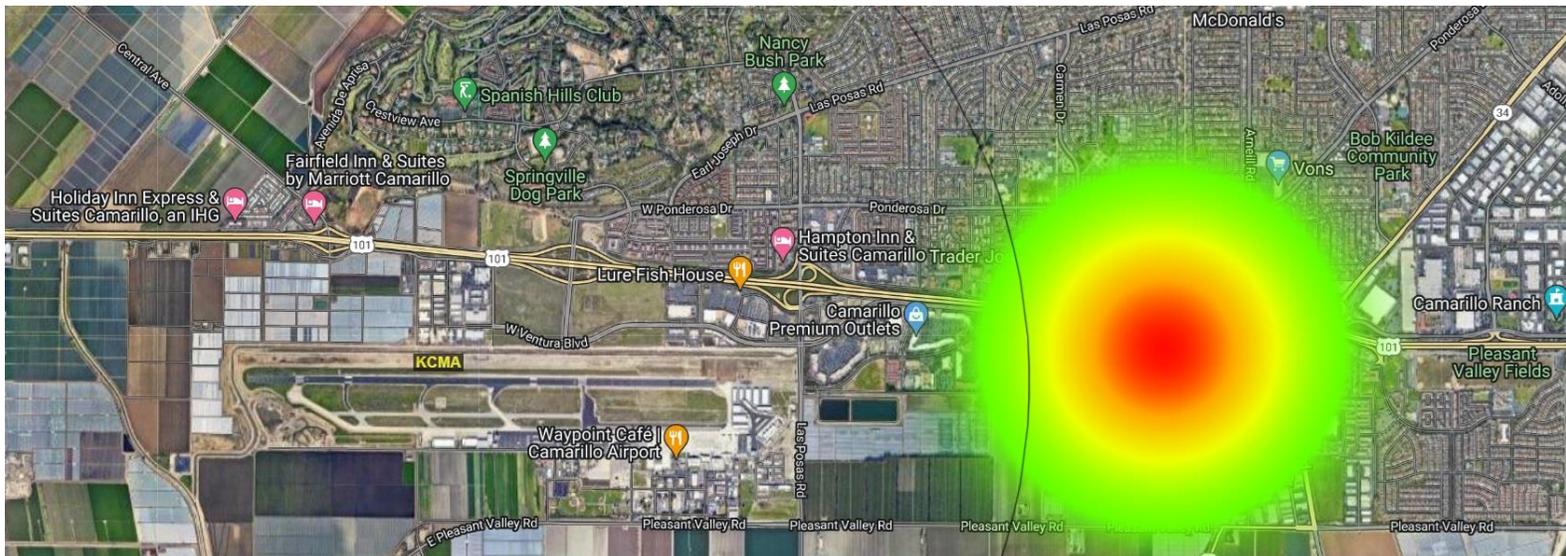
Comment Breakdown:

Household #1:
138 (70%)

Household #2:
44 (22%)

Household #3:
6 (3%)

Type of Aircraft	
Single Engine Piston	0
Multi-Engine Piston	1
Turboprop	0
Turbo Jet	193
Helicopter	3
Unspecified	0



Oxnard Noise Comment Report December 2023

Comments by Location	Number of Comments	Total Number of Households
West of Victoria & South of 5 th (Channel Islands, Oxnard Shores, Seabridge, etc.)	176	10
South Neighborhoods (Via Marina, etc.)	7	3
East Neighborhoods	0	0
North Neighborhoods	1	1
Other/Unspecified	6	Unknown

Type of Operation	
Takeoff/Departure	4
Landing/Arrival	1
Traffic Pattern	28
Unspecified	157

Total Comments = 190

Time of Day	
12 a.m. – 5 a.m.	3
5 a.m. – 8 a.m.	8
8 a.m. – 6 p.m.	134
6 p.m. – 12 a.m.	45

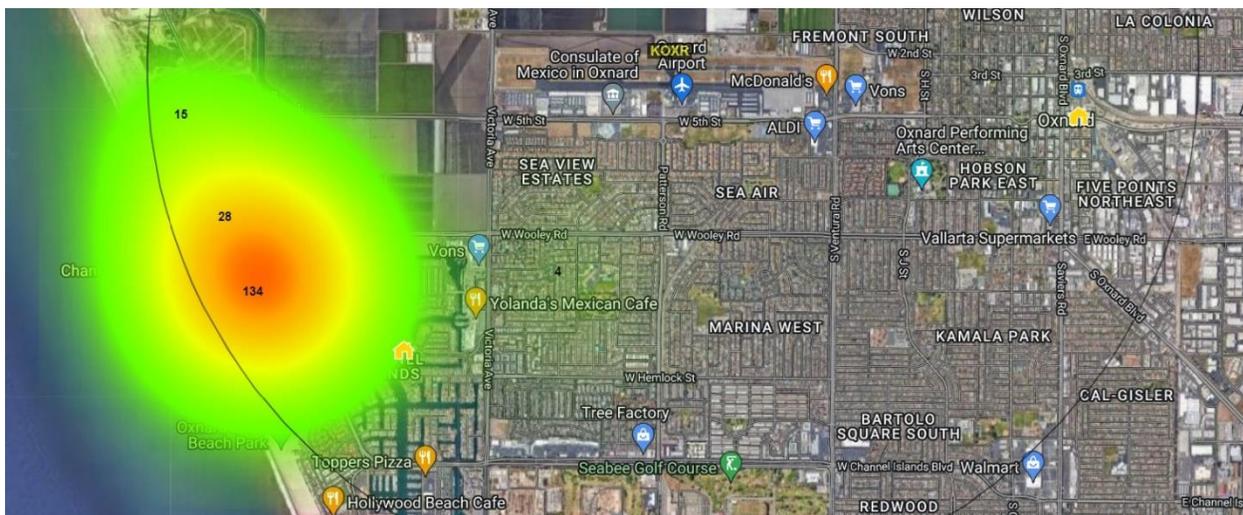
Comment Breakdown:

Household #1:
129 (68%)

Household #2:
14 (7%)

Household #3:
10 (5%)

Type of Aircraft	
Single Engine Piston	43
Multi-Engine Piston	16
Turboprop	0
Turbo Jet	1
Helicopter	5
Unspecified	125





Camarillo Noise Comment Report January 2024

Comments by Location	Number of Comments	Total Number of Households
East Neighborhoods	392	7
Midtown/Old Town	6	3
North Neighborhoods	4	2
Unspecified/Other	3	Unknown

Type of Operation	
Takeoff/Departure	0
Landing/Arrival	312
Traffic Pattern	47
Unspecified	46

Total Comments = 405

Time of Day	
12 a.m. – 5 a.m.	2
5 a.m. – 8 a.m.	4
8 a.m. – 6 p.m.	289
6 p.m. – 12 a.m.	110

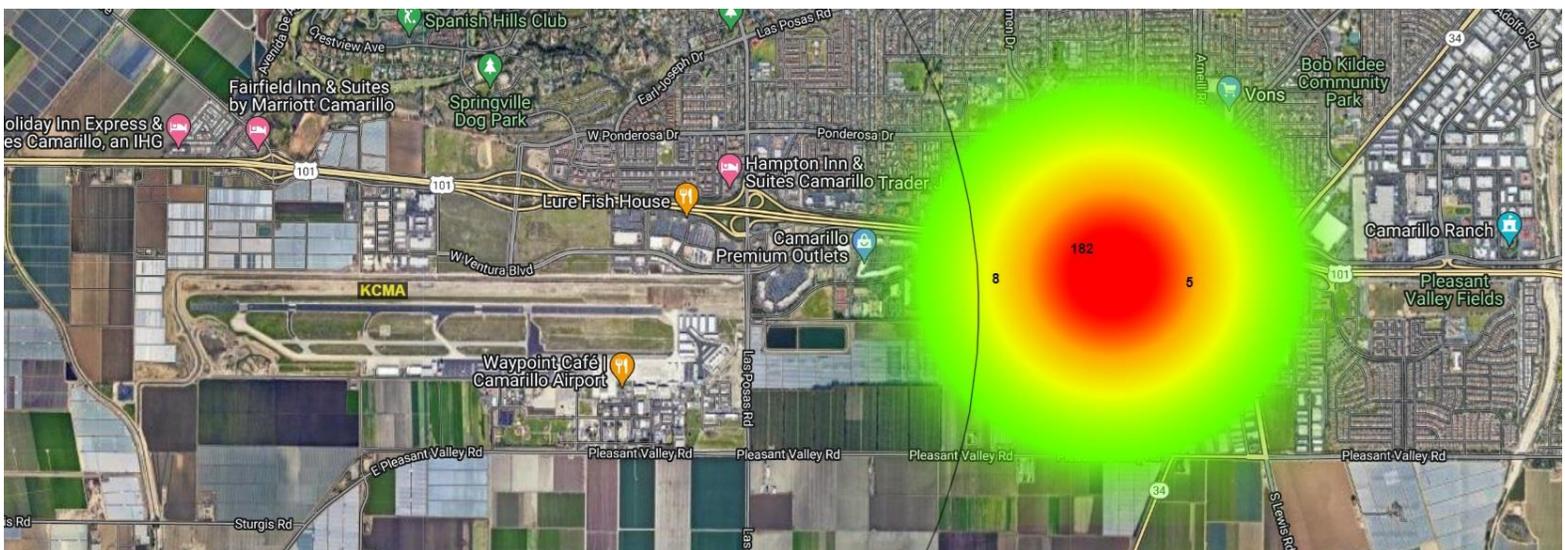
Comment Breakdown:

Household #1:
341 (84%)

Household #2:
15 (4%)

Household #3:
13 (3%)

Type of Aircraft	
Single Engine Piston	0
Multi-Engine Piston	5
Turboprop	0
Turbo Jet	348
Helicopter	2
Unspecified	50



Oxnard Noise Comment Report January 2024

Comments by Location	Number of Comments	Total Number of Households
West of Victoria & South of 5 th (Channel Islands, Oxnard Shores, Seabridge, etc.)	135	5
South Neighborhoods (Via Marina, etc.)	44	1
East Neighborhoods	1	1
North Neighborhoods	1	1
Other/Unspecified	3	Unknown

Type of Operation	
Takeoff/Departure	0
Landing/Arrival	1
Traffic Pattern	62
Unspecified	121

Total Comments = 184

Time of Day	
12 a.m. – 5 a.m.	2
5 a.m. – 8 a.m.	4
8 a.m. – 6 p.m.	124
6 p.m. – 12 a.m.	54

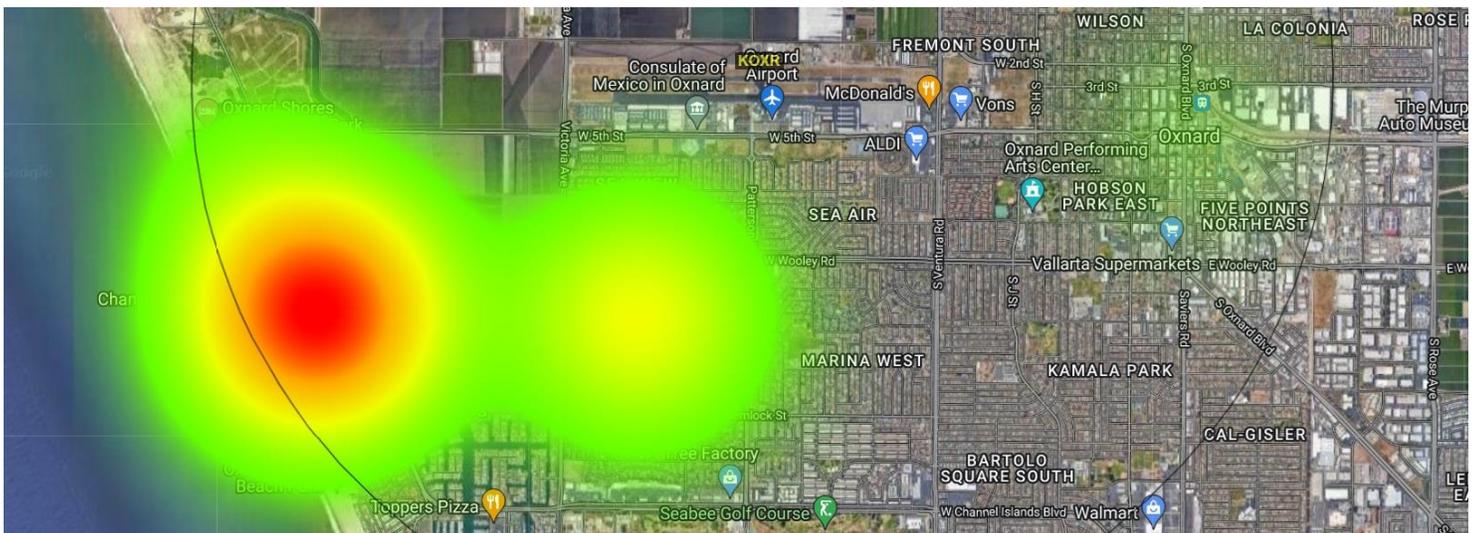
Comment Breakdown:

**Household #1:
103 (56%)**

**Household #2:
44 (24%)**

**Household #3:
9 (5%)**

Type of Aircraft	
Single Engine Piston	18
Multi-Engine Piston	40
Turboprop	0
Turbo Jet	1
Helicopter	2
Unspecified	123



Camarillo Noise Comment Report February 2024

Comments by Location	Number of Comments	Total Number of Households
East Neighborhoods	0	0
Midtown/Old Town	179	7
North Neighborhoods	0	0
Unspecified/Other	1	Unknown

Type of Operation	
Takeoff/Departure	0
Landing/Arrival	140
Traffic Pattern	13
Unspecified	27

Total Comments = 180

Time of Day	
12 a.m. – 5 a.m.	5
5 a.m. – 8 a.m.	12
8 a.m. – 6 p.m.	145
6 p.m. – 12 a.m.	18

Comment Breakdown:

Household #1:
115 (64%)

Household #2:
11 (6%)

Household #3:
5 (3%)

Type of Aircraft	
Single Engine Piston	175
Multi-Engine Piston	3
Turboprop	0
Turbo Jet	0
Helicopter	1
Unspecified	1



Oxnard Noise Comment Report February 2024

Comments by Location	Number of Comments	Total Number of Households
West of Victoria & South of 5 th (Channel Islands, Oxnard Shores, Seabridge, etc.)	440	22
South Neighborhoods (Via Marina, etc.)	125	6
East Neighborhoods	0	0
North Neighborhoods	9	3
Other/Unspecified	82	Unknown

Type of Operation	
Takeoff/Departure	14
Landing/Arrival	0
Traffic Pattern	237
Unspecified	405

Total Comments = 656

Time of Day	
12 a.m. – 5 a.m.	0
5 a.m. – 8 a.m.	4
8 a.m. – 6 p.m.	589
6 p.m. – 12 a.m.	63

Comment Breakdown:

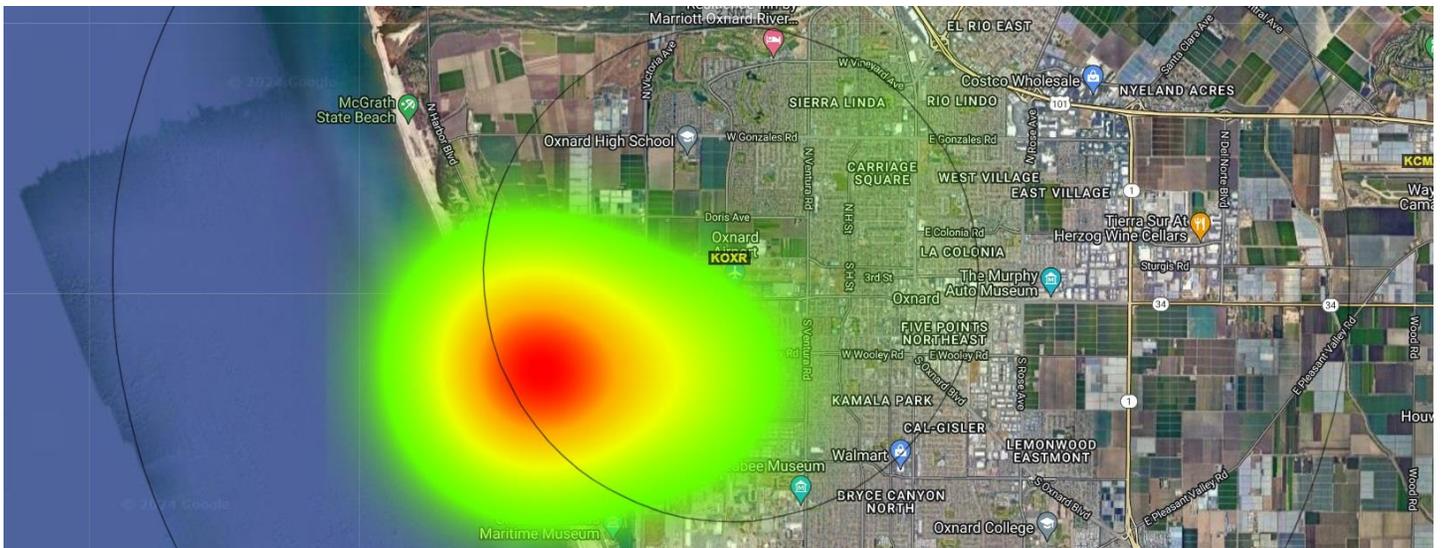
Household #1:
333 (51%)

Household #2:
114 (17%)

Household #3:
37 (6%)

Type of Aircraft	
Single Engine Piston	150
Multi-Engine Piston	111
Turboprop	0
Turbo Jet	2
Helicopter	7
Unspecified	386

**Please note that data includes comments received during the 13 days of radar outage at Naval Base Point Mugu.*





DECEMBER 2023

CAMARILLO AIRPORT – AIRPORT LAYOUT PLAN UPDATE/NARRATIVE REPORT

Status Update:

- Working on draft chapter for the Narrative Report associated with the recommended development concept and capital improvement program.
- Working on drawings associated with the ALP Drawing Set.
- Coordination with airport staff and consultant team on format for next public meeting scheduled for February 20, 2024.

Upcoming Action Items:

- Continued coordination with airport staff on material associated with Narrative Report.
- Continued work on draft ALP Drawing Set.
- Continued coordination with airport staff on logistics for Public Meeting #3 set for February 20, 2024.

Project Percent Complete: The project is 68.0% complete through December 2023.

CAMARILLO AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Printed draft final Noise Exposure Map document for submittal to FAA on December 19, 2023.

Upcoming Action Items:

- Translate meeting summaries and responses from second PAC and PIW.
- Conduct Noise Compatibility Program listening session and technical conference.

Project Percent Complete: The project is 41.3% complete through December 2023.

OXNARD AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Printed draft final Noise Exposure Map document for submittal to FAA on December 19, 2023.

Upcoming Action Items:

- Translate meeting summaries and responses from second PAC and PIW.
- Conduct Noise Compatibility Program listening session and technical conference.

Project Percent Complete: The project is 43.4% complete through December 2023.

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

Status Update:

- N/A for December 2023.

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: 8.9% of the not-to-exceed amount of \$125,000 has been completed through December 2023.



JANUARY 2024

CAMARILLO AIRPORT – AIRPORT LAYOUT PLAN UPDATE/NARRATIVE REPORT

Status Update:

- Consultant completed draft Chapter Five for the Narrative Report related to the capital improvement program.
- Airport staff reviewed draft Chapter Five and provided feedback to Consultant team.
- Consultant team (Coffman Associates and Arellano) conducted internal coordination with airport staff regarding logistics for the February 20th ALP Community Q&A Meeting (Public Meeting #3).
- Consultant working on drawings associated with the ALP Drawing Set.

Upcoming Action Items:

- Continued coordination with airport staff on material associated with Narrative Report.
- Continued work on draft ALP Drawing Set.
- Continued coordination with airport staff on logistics for Public Meeting #3 set for February 20, 2024.

Project Percent Complete: The project is 73.9% complete through January 2024.

CAMARILLO AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Preparation for Noise Compatibility Program listening session and technical conference.

Upcoming Action Items:

- Translate meeting summaries and responses from second PAC and PIW.
- Conduct Noise Compatibility Program listening session and technical conference.

Project Percent Complete: The project is 43.0% complete through January 2024.

OXNARD AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Preparation for Noise Compatibility Program listening session and technical conference.

Upcoming Action Items:

- Translate meeting summaries and responses from second PAC and PIW.
- Conduct Noise Compatibility Program listening session and technical conference.

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

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

Status Update:

- N/A for January 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: 8.9% of the not-to-exceed amount of \$125,000 has been completed through January 2024.



FEBRUARY 2024

CAMARILLO AIRPORT – AIRPORT LAYOUT PLAN UPDATE/NARRATIVE REPORT

Status Update:

- Public Meeting #3 (ALP Community Q&A Meeting) was conducted on February 20, 2024, at the Ventura County Board of Education Facility. At the meeting, Airport staff and the Consultant team (Coffman Associates and Arellano) gave a presentation on the ALP Update/Narrative Report and answered questions regarding the study process, status of airport development, noise issues, etc.
- Consultant has since been working with Airport staff on the preparation of draft material associated with the Narrative Report and ALP Drawing Set.

Upcoming Action Items:

- Continued coordination with Airport staff and Consultant on 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 in March 2024.
- Ultimate coordination of draft ALP Drawing Set with the FAA in Spring 2024 timeframe.

Project Percent Complete: The project is 79.1% complete through February 2024.

CAMARILLO AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Preparation for Noise Compatibility Program listening session and technical conference.

Upcoming Action Items:

- Translate meeting summaries and responses from second PAC and PIW.
- Conduct Noise Compatibility Program listening session and technical conference.

Project Percent Complete: The project is 44.7% complete through February 2024.

OXNARD AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Preparation for Noise Compatibility Program listening session and technical conference.

Upcoming Action Items:

- Translate meeting summaries and responses from second PAC and PIW.
- Conduct Noise Compatibility Program listening session and technical conference.

Project Percent Complete: The project is 46.8% complete through February 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.

- Consultant coordinated the Oxnard Terminal and ARFF Apron Documented CatEx with Airport staff on February 29, 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: 14.5% of the not-to-exceed amount of \$125,000 has been completed through February 2024.

January 12, 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 – December 2023

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of December 2023, by Jviation, for the Camarillo Airport:

Conceptual Design for Runway/Taxiway Reconstruction (AIP Project No. 3-06-0339-039-2022)

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 14 and 21, 2023.
- Throughout the month of December, Jviation continued to work on the conceptual design following FAA standards with a crown along the runway centerline.
- **Upcoming:**
 - Jviation will submit with the conceptual design package per to the County for review.
 - Continued coordination on this project with the County and FAA as needed.

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

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 14 and 21, 2023.
- On December 14, 2023, Jviation provided the County with the revised Federal Grant Application and LA ADO Grant Application Checklist for signature. The County submitted the items to the FAA.
- **Upcoming:**
 - Continued coordination on this project with the County as needed.

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

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 14 and 21, 2023.
- On December 4, 2023, the County provided Jviation with a scanned copy of the one bid package that was received for the project for review.
- On December 5 and 7, 2023, Jviation provided the County with the completed bid tab for signature. The County provided the signed bid tab on December 7, 2023 to post on the bid site for planholders.
- On December 21, 2023, Jviation coordinated with Granite to schedule a meeting to discuss the received project bid.

- **Upcoming:**
 - Continued coordination on this project with the County.
 - Jviation will finalize the Letter of Recommendation which will be provided to the County.
 - Jviation and County to finalize meeting date with Granite to discuss bid.

Airport Pavement Management System (APMS) Update

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 14 and 21, 2023.
- **Upcoming:**
 - Jviation will coordinate with subconsultants to assist with the completion of this project.
 - County to provide comments on Jviation's scope of work.

Airport Capital Improvement Plan (ACIP) Update

- On December 5, 2023, the County provided Jviation with revisions to the ACIP spreadsheet. Jviation is awaiting one more change to the ACIP prior to submitting to the County.
- **Upcoming:**
 - County to provide final ACIP revision.

On-Call Services

- There were no updates to this task in December 2023.
- **Upcoming:**
 - Jviation will wait for direction from the County on any future tasks.

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

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.
Project Manager

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



February 9, 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 – January 2024

Dear Mrs. Powers,

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

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

- Throughout the month of January, the County and Woolpert discussed this project during coordination meetings on January 11 and 25, 2024.
- On January 25, 2024, the County and Woolpert decided to hold off submitting the conceptual design documents until the County discusses the modification of standards request with the FAA.
- **Upcoming:**
 - Continued coordination on this project with the County and FAA as needed.

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

- Throughout the month of January, the County and Woolpert discussed this project during coordination meetings on January 11 and 25, 2024.
- On January 26, 2024, Woolpert provided the County with a project exhibit from the CATEX depicting the final configuration of the runway and taxiways and confirmed that the geometry of the runway and taxiway connectors will not change whether a crown is installed on the runway.
- On January 29, 2024, the County requested an updated grant exhibit based on the 2015 ALP, per the FAA's request. Woolpert provided the requested exhibit to the County on January 31, 2024.
- **Upcoming:**
 - Continued coordination on this project with the County as needed.

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

- Throughout the month of January, the County and Woolpert discussed this project during coordination meetings on January 11 and 25, 2024.
- On January 17, 2024, Woolpert provided the County with the Scope of Work for Construction Management (CM) Services for review.
- On January 19, 2024, Woolpert, the County, and Granite held a meeting to discuss the received project bid and potential negotiations. A follow-up meeting was scheduled for February 2, 2024.

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1300 Eastman Ave., Suite 214
Ventura, CA 93003
+1 303.524.3030

- **Upcoming:**
 - Continued coordination on this project with the County.
 - Woolpert will finalize the Letter of Recommendation which will be provided to the County.
 - Woolpert and County to meet with Granite to discuss bid.
 - County to review the Scope of Work for CM Services.

Airport Pavement Management System (APMS) Update

- Throughout the month of January, the County and Woolpert discussed this project during coordination meetings on January 11 and 25, 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.

Airport Capital Improvement Plan (ACIP) Update

- On January 23, 2024, Woolpert provided the County with the revised ACIP package.
- On January 29, 2024, the County provided Woolpert with final comments on the ACIP package. Woolpert provided the County with the final revised ACIP package based on the comments on January 30, 2024.
- **Upcoming:**
 - Woolpert will wait for direction from the County on any future tasks.

On-Call Services

- There were no updates to this task in January 2024.
- **Upcoming:**
 - Woolpert will wait for direction from the County on any future tasks.

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 – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mrs. Marisa Fluhr, Ms. Amanda Gross – Woolpert, Inc.
File

Woolpert, Inc.
1300 Eastman Ave., Suite 214
Ventura, CA 93003
+1 303.524.3030



March 14, 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 – February 2024

Dear Mrs. Powers,

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

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

- Throughout the month of February, the County and Woolpert discussed this project during coordination meetings on February 8 and 22, 2024.
- **Upcoming:**
 - Continued coordination on this project with the County and FAA as needed.

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

- Throughout the month of February, the County and Woolpert discussed this project during coordination meetings on February 8 and 22, 2024.
- On February 1, 2024, Woolpert provided an updated grant exhibit to the County based on received comments.
- On February 9, 2024, the County forward the FAA’s request to Woolpert to fill out an RSAI sheet for the project. The County then forwarded the request to Coffman Associates to complete and Woolpert will assist as needed.
- On February 26, 2024, the County forwarded questions received from the FAA to Woolpert regarding the percentage of funding breakdown, PCIs of the existing pavement, and lengths of the taxiways. Woolpert provided the County with responses the same day and a follow-up response on ACN/PCN values on March 1, 2024.
- **Upcoming:**
 - Continued coordination on this project with the County as needed.

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

- Throughout the month of February, the County and Woolpert discussed this project during coordination meetings on February 8 and 22, 2024.
- On February 2, 2024, Woolpert, the County, and Granite held a follow-up meeting to discuss the received project bid and potential negotiations. Granite forwarded their proposed options for

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1300 Eastman Ave., Suite 214
Ventura, CA 93003
+1 303.524.3030

potential cost savings the same day. The options proposed extending the project schedule, shifting the portion of the project consisting of the repair of Taxiway A outside of the RSA to daytime construction, introducing 25% RAP into the asphalt mix, and removing the runway centerline rehabilitation portion of the project. Woolpert provided a review summary of the options to the County on February 9, 2024.

- On February 16, 2024, Woolpert provided the County with the Letter of Recommendation. The County and Woolpert held a follow-up meeting the same day to modify some of the language regarding bid cost and project interest. Woolpert provided a revised Letter of Recommendation the same day.
- On February 23, 2024, the County informed Granite that the project will move forward as bid.
- On February 28, 2024, the County provided Woolpert with comments on the Scope of Work for CM Services. Woolpert provided a revised Scope of Work for CM Services and the engineering fee proposal to the County on March 4, 2024.
- **Upcoming:**
 - Continued coordination on this project with the County.
 - County to review Woolpert's revised Scope of Work for CM Services and engineering fee proposal.

Airport Pavement Management System (APMS) Update

- Throughout the month of February, the County and Woolpert discussed this project during coordination meetings on February 8 and 22, 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

Woolpert, Inc.
1300 Eastman Ave., Suite 214
Ventura, CA 93003
+1 303.524.3030

January 12, 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 – December 2023

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of December 2023, by Jviation and our subconsultants for the Oxnard Airport:

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

- On December 7, 2023, Jviation provided the County with the DBE reporting spreadsheet.
- On December 14, 2023, Jviation provided the County with the DBE subcontractor utilization form.
- **Upcoming:**
 - Jviation will continue project coordination with the County.
 - County to provide Jviation with 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 December, the County and Jviation discussed this project during coordination meetings on December 14 and 21, 2023.
- Throughout the month of December, Jviation coordinated with Granite Construction (Granite) on certified payroll reviews, subcontractor utilization, and DBE reporting information.
- On December 1, 2023, the County version of Change Order No. 4 was signed by all parties.
- On December 1, 2023, the County provided Jviation with the Release on Contract (ROC) to provide to Granite once the Pay Application No. 7 (Semi-Final) is distributed for signature.
- On December 6, 2023, Contractor Pay Application No. 7 (Semi-Final) was distributed to all parties for signature. The pay application was signed by all parties on December 18, 2023.
- On December 14, 2023, Jviation provided the County with the DBE subcontractor utilization form.
- **Upcoming:**
 - Jviation will continue project coordination with the County, FAA, and Granite.
 - FAA to sign the FAA version of Change Order No. 4.
 - Jviation to distribute Contractor Pay Application No. 8 (Final), which will include release of retainage and liquidated damages imposed on Granite, once the Notice of Completion process is finished.

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

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 14 and 21, 2023.
- On December 4, 2023, Jviation provided the County with the blank engineering fees spreadsheet for the CM Services scope of work and the comparison spreadsheet to complete the IFE process.
- On December 14, 2023, Jviation coordinated with Security Paving to schedule a virtual Project Kick-Off Meeting prior to construction to discuss project schedule and submittal schedule.
- On December 14, 2023, Jviation provided the County with the proposed engineering fees for CM services, including the addition of the pre-construction waste characterization fee.
- On December 14, 2023, the County provided Jviation with the Federal Grant Agreement.
- On December 15, 2023, Jviation provided the County with the revised Federal BIL Grant Application and Grant Application Checklist for review and signature.
- On December 18, 2023, Jviation, the County, and Security Paving held a virtual Project Kick-Off Meeting to discuss project schedule, submittal schedule, and other key project details. Security Paving expressed that they currently plan to begin construction in May, 2024 in order to procure long lead electrical items.
- On December 18, 2023, Jviation forwarded RFI No. 1 from Security Paving to the County concerning a tax exemption request for review.
- On December 18, 2023, Jviation coordinated with the FAA regarding the updated project schedule and NAVAID shutdowns that will be required during the project.
- On December 19, 2023, Jviation provided the County with the CSPP to provide to the new ATCT manager.
- On December 20, 2023, Jviation coordinated with Airport Operations to schedule a site visit for Security Paving. The site visit was scheduled for January 12, 2024.
- **Upcoming:**
 - Jviation will continue project coordination with the County and Ninyo & Moore.
 - County to provide comments on RFI No. 1 regarding the subcontractor tax exemption.

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

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 14 and 21, 2023.
- On December 11, 2023, Jviation provided Coffman Associates with the requested project information needed to complete the documented CATEX.
- On December 20, 2023, Jviation provided the County with the Federal Grant Application for review and signature.
- **Upcoming:**
 - Jviation to prepare the Scope of Work for design services.

Air Traffic Control Tower (ATCT) Facility Assessment

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 14 and 21, 2023.
- **Upcoming:**
 - Jviation will continue project coordination with the County.

Airport Pavement Management System (APMS) Update

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 14 and 21, 2023.
- **Upcoming:**
 - Jviation will coordinate with subconsultants to assist with the completion of this project.
 - County to provide comments on Jviation's scope of work.

Airport Capital Improvement Plan (ACIP) Update

- On December 5, 2023, the County provided Jviation with revisions to the ACIP spreadsheet. Jviation is awaiting one more change to the ACIP prior to submitting to the County.
- **Upcoming:**
 - County to provide final ACIP revision.

On-Call Services

- On December 14 and 21, 2023, Jviation discussed the proposed fee for the subconsultant to test the PFAS stockpiles adjacent to Oxnard Airport and were directed by the County to proceed with the work.
- **Upcoming:**
 - Jviation will get the subconsultant under contract to perform the PFAS soil testing and coordinate a schedule with the County.

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

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.
Project Manager

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

February 14, 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 – January 2024

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of January 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 January, the County and Woolpert discussed this project during coordination meetings on January 11 and 25, 2024.
- **Upcoming:**
 - Woolpert will continue project coordination with the County.
 - County to provide Woolpert with 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 January, the County and Woolpert discussed this project during coordination meetings on January 11 and 25, 2024.
- On January 4, 2024, the Notice of Completion (NOC) for the project was recorded and the 30-day countdown until the final contractor pay application can be processed commenced.
- On January 12, 2024, Contractor Pay Application No. 8 (Final) was distributed to all parties for signature, which included the release of retainage and liquidated damages imposed on Granite.
- On January 30, 2024, Woolpert and its subconsultant completed the soil stockpile sampling to be used for testing of PFAS, Title 22 Metals, Total Petroleum Hydrocarbons, and Volatile Organic Compounds.
- On January 31, 2024, Woolpert provided the County and FAA with the draft closeout report and record drawings for the project.
- **Upcoming:**
 - Woolpert will continue project coordination with the County, FAA, and Granite.
 - FAA to sign the FAA version of Change Order No. 4.
 - Pay Application No. 8 to be signed and paid once the NOC has been fully processed.
 - Woolpert to provide soil stockpile testing results once received.

Woolpert, Inc.
1300 Eastman Ave., Suite 214
Ventura, CA 93003
+1 303.524.3030

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

- Throughout the month of January, the County and Woolpert discussed this project during coordination meetings on January 11 and 25, 2024.
- Throughout the month of January, Woolpert and Security Paving coordinated on submittal reviews.
- On January 12, 2024, Woolpert and Security Paving met at Oxnard Airport to complete a site visit.
- **Upcoming:**
 - Woolpert will continue project coordination with the County and Ninyo & Moore.
 - County to provide comments on RFI No. 1 regarding the subcontractor tax exemption.
 - County to complete IFE review and comparison to the Woolpert submitted fee estimate for CM services.
 - Woolpert will coordinate with the County regarding the contract for CM services and scheduling Ninyo & Moore to complete the sampling of the subgrade soils for testing of PFAS, Title 22 Metals, Total Petroleum Hydrocarbons, and Volatile Organic Compounds.

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

- Throughout the month of January, the County and Woolpert discussed this project during coordination meetings on January 11 and 25, 2024.
- On January 30, 2024, Woolpert submitted the Scope of Work for design services to the County for review.
- **Upcoming:**
 - County to review the Scope of Work for design services.

Air Traffic Control Tower (ATCT) Facility Assessment

- Throughout the month of January, the County and Woolpert discussed this project during coordination meetings on January 11 and 25, 2024.
- On January 18, 2024, Woolpert provided the County with responses to the FAA's questions regarding the project's grant application.
- **Upcoming:**
 - Woolpert will continue project coordination with the County.

Airport Pavement Management System (APMS) Update

- Throughout the month of January, the County and Woolpert discussed this project during coordination meetings on January 11 and 25, 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.

Airport Capital Improvement Plan (ACIP) Update

- On January 23, 2024, Woolpert provided the County with the revised ACIP package.
- On January 29, 2024, the County provided Woolpert with final comments on the ACIP package. Woolpert provided the County with the final revised ACIP package based on the comments on January 30, 2024.

Woolpert, Inc.
1300 Eastman Ave., Suite 214
Ventura, CA 93003
+1 303.524.3030

- **Upcoming:**
 - Woolpert will wait for direction from the County on any future tasks.

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 – 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.

Woolpert, Inc.
1300 Eastman Ave., Suite 214
Ventura, CA 93003
+1 303.524.3030



March 14, 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 – February 2024

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of February 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 February, the County and Woolpert discussed this project during coordination meetings on February 8 and 22, 2024.
- **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 February, the County and Woolpert discussed this project during coordination meetings on February 8 and 22, 2024.
- On February 2, 2024, Woolpert forwarded the LimnoTech lab questions regarding the Tier II or IV summary and GeoTracker requirement for the PFAS stockpile sampling to the County.
- On February 14, 2024, Contractor Pay Application No. 8 was signed by and distributed to all parties.
- On February 14, 2024, the County provided Woolpert with the warranty work survey completed by airport operations.
- On February 22, 2024, Woolpert provided the County with the preliminary results from the soil stockpile sampling testing of PFAS, Title 22 Metals, Total Petroleum Hydrocarbons, and Volatile Organic Compounds. Contaminants were detected in Taxiways A, D, and E, but the results will be discussed and explained further in the final report. The results were clarified to the County in terms of units and volume of stockpiled soils on February 28, 2024.
- On February 22, 2024, the Notice of Termination (NOT) for the project Stormwater Pollution Prevention Plan (SWPPP) was terminated.
- On February 23, 2024, Woolpert completed a site visit to verify warranty work items with airport operations.
- **Upcoming:**
 - Woolpert will continue project coordination with the County, FAA, and Granite as needed.
 - FAA to sign the FAA version of Change Order No. 4.
 - Woolpert to provide soil stockpile testing report and exhibit of excavation limits once received.

Woolpert, Inc.
1300 Eastman Ave., Suite 214
Ventura, CA 93003
+1 303.524.3030

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

- Throughout the month of February, the County and Woolpert discussed this project during coordination meetings on February 8 and 22, 2024.
- Throughout the month of February, Woolpert and Security Paving coordinated on submittal reviews.
- On February 28, 2024, the County informed Woolpert that they would like to seek a County Change Order (CCO) proposal from Security Paving to have their electrical subcontractor replace the REIL lights and assist with any concrete pad adjustments as needed.
- **Upcoming:**
 - Woolpert will continue project coordination with the County and Ninyo & Moore.
 - County to provide comments on RFI No. 1 regarding the subcontractor tax exemption.
 - County to complete IFE review and comparison to the Woolpert submitted fee estimate for CM services.
 - Woolpert will coordinate with the County regarding the contract for CM services and scheduling Ninyo & Moore to complete the sampling of the subgrade soils for testing of PFAS, Title 22 Metals, Total Petroleum Hydrocarbons, and Volatile Organic Compounds.
 - County to coordinate with FAA and provide comments on Security Paving’s proposed construction schedule start date.
 - Woolpert to draft the CCO for the REIL light replacement.

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

- Throughout the month of February, the County and Woolpert discussed this project during coordination meetings on February 8 and 22, 2024.
- On February 23, 2024, Woolpert completed the topographic survey of the project area.
- **Upcoming:**
 - County to review the Scope of Work for design services.

Air Traffic Control Tower (ATCT) Facility Assessment

- Throughout the month of February, the County and Woolpert discussed this project during coordination meetings on February 8 and 22, 2024.
- **Upcoming:**
 - Woolpert will continue project coordination with the County.

Airport Pavement Management System (APMS) Update

- Throughout the month of February, the County and Woolpert discussed this project during coordination meetings on February 8 and 14, 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.

Woolpert, Inc.
1300 Eastman Ave., Suite 214
Ventura, CA 93003
+1 303.524.3030

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.

Woolpert, Inc.
1300 Eastman Ave., Suite 214
Ventura, CA 93003
+1 303.524.3030

PROJECT STATUS REPORT

Ventura County, Department of Airports

Prepared by Mead & Hunt, Inc

Revision Date 2023-12-15



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	<p><u>DESIGN SERVICES</u> <u>ON-CALL SERVICES (2022-2023)</u> <u>On-call services at the request of the County. Period is effective through June 30, 2023.</u></p>	<p>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.</p>	60%	<p>a) County posting of public notice for DBE program for "c". Next reports for both CMA and OXR are due in December 2023. b) Bids for item "f" were opened October 3rd, 2023, A single bid was received from Royal Electric. County is rejecting bid that came at a much higher amount.</p>
2206900-221958.01 CT 5020FY23000000000022 AIP - N/A	CMA & OXR	<p><u>DESIGN SERVICES</u> <u>GENERAL SERVICES AGENCY PURCHASE ORDER (2022-2023)</u> On-call services at the request of the County. Period is effective through June 30, 2023.</p>	<p>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.</p>	37%	<p>a) Mead & Hunt assembly of item "d".</p>
2206900-221958.02 CT 5020FY24000000000022 AIP - N/A	CMA & OXR	<p><u>DESIGN SERVICES</u> <u>GENERAL SERVICES AGENCY PURCHASE ORDER (2023-2024)</u> On-call services at the request of the County. Period is effective from July 1, 2023 through June 30, 2024.</p>	<p>a) Fully executed contract received.</p>	0%	<p>a) None</p>

PROJECT STATUS REPORT

Ventura County, Department of Airports

Prepared by Mead & Hunt, Inc

Revision Date 2024-01-12



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	<p>DESIGN SERVICES ON-CALL SERVICES (2022-2023)</p> <p><u>On-call services at the request of the County. Period is effective through June 30, 2023.</u></p>	<p>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.</p>	60%	<p>a) County posting of public notice for DBE program for "c". Next reports for both CMA and OXR are due in December 2023. b) Bids for item "f" were opened October 3rd, 2023, A single bid was received from Royal Electric. County is rejecting bid that came at a much higher amount.</p>
2206900-221958.01 CT 5020FY23000000000022 AIP - N/A	CMA & OXR	<p>DESIGN SERVICES GENERAL SERVICES AGENCY PURCHASE ORDER (2022-2023)</p> <p>On-call services at the request of the County. Period is effective through June 30, 2023.</p>	<p>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.</p>	37%	<p>a) Mead & Hunt assembly of item "d".</p>
2206900-221958.02 CT 5020FY24000000000022 AIP - N/A	CMA & OXR	<p>DESIGN SERVICES GENERAL SERVICES AGENCY PURCHASE ORDER (2023-2024)</p> <p>On-call services at the request of the County. Period is effective from July 1, 2023 through June 30, 2024.</p>	<p>a) Fully executed contract received.</p>	0%	<p>a) None</p>

PROJECT STATUS REPORT

Ventura County, Department of Airports

Prepared by Mead & Hunt, Inc

Revision Date 2024-02-26



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	<p><u>DESIGN SERVICES</u> <u>ON-CALL SERVICES (2022-2023)</u> <u>On-call services at the request of the County. Period is effective through June 30, 2023.</u></p>	<p>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.</p>	60%	a) None
2206900-221958.01 CT 5020FY23000000000022 AIP - N/A	CMA & OXR	<p><u>DESIGN SERVICES</u> <u>GENERAL SERVICES AGENCY PURCHASE ORDER (2022-2023)</u> On-call services at the request of the County. Period is effective through June 30, 2023.</p>	<p>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.</p>	37%	a) None
2206900-221958.02 CT 5020FY24000000000022 AIP - N/A	CMA & OXR	<p><u>DESIGN SERVICES</u> <u>GENERAL SERVICES AGENCY PURCHASE ORDER (2023-2024)</u> On-call services at the request of the County. Period is effective from July 1, 2023 through June 30, 2024.</p>	<p>a) Fully executed contract received.</p>	0%	a) None

PROJECT STATUS REPORT

Ventura County, Department of Airports

Prepared by Mead & Hunt, Inc

Revision Date 2024-03-29



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	<p>DESIGN SERVICES ON-CALL SERVICES (2022-2023)</p> <p><u>On-call services at the request of the County. Period is effective through June 30, 2023.</u></p>	<p>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.</p>	60%	a) None
2206900-221958.01 CT 5020FY23000000000022 AIP - N/A	CMA & OXR	<p>DESIGN SERVICES GENERAL SERVICES AGENCY PURCHASE ORDER (2022-2023)</p> <p>On-call services at the request of the County. Period is effective through June 30, 2023.</p>	<p>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.</p>	37%	a) None
2206900-221958.02 CT 5020FY24000000000022 AIP - N/A	CMA & OXR	<p>DESIGN SERVICES GENERAL SERVICES AGENCY PURCHASE ORDER (2023-2024)</p> <p>On-call services at the request of the County. Period is effective from July 1, 2023 through June 30, 2024.</p>	<p>a) Fully executed contract received.</p>	0%	a) None

AIRPORT TENANT PROJECT STATUS February 2024

CAMARILLO

- Airport Properties Limited (APL) Row I project received updated Airport Final Approval for minor changes required by Building & Safety. Construction coordination and schedule to be provided soon.

OXNARD

- 5 and 7 acre RFP parcel developments concepts under discussion, preliminary concept phase continues.

OTHER

- None

AIRPORT TENANT PROJECT STATUS April 2024

CAMARILLO

- Airport Properties Limited (APL) Row I project received updated Airport Final Approval for minor changes required by Building & Safety. Construction cleared to begin April 1, 2024.

OXNARD

- 5 and 7 acre RFP parcel developments concepts under discussion, preliminary concept phase continues.

OTHER

- None

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

February 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	<u>\$391,621</u>		<u>Coffman Associates</u>	<u>N/A</u>	<u>9/24/20</u>	<u>9/30/20</u>	<u>TBD</u>	<u>66.1</u>	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 held on February 20, 2024. Final draft ALP will be posted in March for 30-days to allow for comments. Submission of ALP Update to FAA to follow.
5	CMA Conceptual Design for 2025 RWY and TWY Reconstruction	<u>\$187,260</u>		Jviation	<u>N/A</u>	<u>9/19/22</u>	<u>N/A</u>	<u>N/A</u>	<u>90</u>	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 request to address phasing/funding concerns.

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	39.6	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. Once FAA review/comments are received, the Airport will finalize the NEM portion of the study. In the meantime, the Airport is working to schedule the next meetings in May/June which will focus on the second half of the study, the Noise Compatibility Plan to explore options to deal with noise concerns raised by some of the community.
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. Project closeout items remain. Stockpile results are being compiled into a report.
3	OXR TWY Connector Reconstruction Construction Management Services	\$674,799		Jviation	N/A	12/21/21	4/3/23	8/15/23	92	Construction began April 3, 2023. Project was completed in September. Jviation will be working on final project and grant closeout items. FAA to sign CO#4. Pay App #8 (F) which contains retention and LD's to be issued once NOC complete.
3	OXR TWY F (A) Reconstruction	\$16,142,731 \$17,365,010		Jviation Security Paving	6/27/23	10/20/23	TBD	TBD	100	Contract awarded to Security Paving. Contract executed and coordination underway. Current estimated start has been changed to April 2024. Airport working to confirm schedule after coordination with FAA.
3	OXR Part 150 Noise Compatibility Study	\$770,943		Coffman Associates	N/A	9/30/22	N/A	N/A	41.8	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 received by October 15 th helped inform the study if any adjustments to the draft chapters were required. The NEMs were

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		
										then submitted to the FAA for approval in December. Once FAA review/comments are received, the Airport will finalize the NEM portion of the study. In the meantime, the Airport is working to schedule the next meetings in May/June which will focus on the second half of the study, the Noise Compatibility Plan to explore options to deal with noise concerns raised by some of the community.
3	OXR ATCT Facility Assessment	\$150,440		Jviation	N/A	12/21/22	N/A	N/A	100	Site assessment completed in March. Final document complete. Grant application submitted. Additional environmental review to address NEPA comments in progress.

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
FAA GRANT PROJECTS**

April 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	<u>\$391,621</u>		<u>Coffman Associates</u>	<u>N/A</u>	<u>9/24/20</u>	<u>9/30/20</u>	<u>TBD</u>	<u>79.1</u>	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, 2023. Final ALP workshop held February 20, 2024. Public comments on final draft due by May 10, 2024. FAA submission of ALP Update to follow.
5	CMA Conceptual Design for 2026 RWY and TWY Reconstruction	<u>\$187,260</u>		Jviation	<u>N/A</u>	<u>9/19/22</u>	<u>N/A</u>	<u>N/A</u>	<u>95</u>	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 request to address phasing/funding concerns. Currently, FAA does not support a modification to standards. The Airport continues to

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		
										work with the FAA to find a path forward.
5	CMA Part 150 Noise Compatibility Study	\$770,943		Coffman Associates	N/A	9/30/22	N/A	N/A	44.7	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 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. Once FAA review/comments are received, the Airport will finalize the NEM portion of the study and focus on the second half of the study, the Noise Compatibility Plan (NCP) to explore options to deal with noise concerns raised by some of the community. NCP listening session scheduled for June 3, 2024. Details to follow soon.

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Estimated Schedule or Actual Dates				% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start	Const Comp		
3	OXR RWY & TWY Connector Transitions Reconstruction	\$12,832,636 \$12,274,001	\$124,906	Mead Hunt Sully-Miller Inc.	<u>4/29/21</u>	<u>7/20/21</u>	<u>7/23/21</u>	<u>2/28/22</u>	<u>100</u> <u>100</u>	Construction/contract complete.
3	OXR TWY A-E Connector Reconstruction	<u>\$335,960</u> 7,706,536		Jviation Granite Construction	4/26/22	<u>12/17/21</u> TBD	4/3/23	9/13/23	<u>100</u> <u>95</u>	Construction completed in September 2023. Final pay application for retention and liquidated damages complete. Preliminary testing information on stockpiles indicates a mix of PFAS detect and non-detect. Final report pending. Notice of Termination for project SWPPP was approved.
3	OXR TWY Connector Reconstruction Construction Management Services	<u>\$674,799</u>		Jviation	N/A	<u>12/21/21</u>	4/3/23	8/15/23	<u>98</u>	Construction began April 3, 2023. Project was completed in September. Jviation will be working on final project and grant closeout items. Pay App #8 (F) which contains retention and LD's was issued and paid.
3	OXR TWY F (A) Reconstruction	<u>\$16,142,731</u> \$17,365,010		Jviation Security Paving	<u>6/27/23</u>	<u>10/20/23</u>	<u>5/9/24</u>	<u>TBD</u>	<u>100</u>	Contract awarded to Security Paving. Contract executed and coordination underway. Submittal coordination underway. CCO initiated to replace REIL lights. Soil characterization samples were taken on 3/19 and 3/20.
3	OXR Part 150 Noise Compatibility Study	<u>\$770,943</u>		Coffman Associates	N/A	<u>9/30/22</u>	N/A	N/A	<u>46.8</u>	FAA aviation forecast approval has allowed for next chapter development for the Noise Exposure Map (NEM) element of the

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		
										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 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. Once FAA review/comments are received, the Airport will finalize the NEM portion of the study and focus on the second half of the study, the Noise Compatibility Plan (NCP) to explore options to deal with noise concerns raised by some of the community. NCP listening session scheduled for June 4, 2024. Details to follow soon.
3	OXR ATCT Facility Assessment	<u>\$150,440</u>		<u>Jviation</u>	<u>N/A</u>	<u>12/21/22</u>	<u>N/A</u>	<u>N/A</u>	<u>100</u>	Site assessment completed in March. Final document complete. Grant application submitted.

Note: Shaded boxes indicate changes from previous month

CMA – Camarillo Airport

OXR – Oxnard Airport

TBD – To be determined

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

February 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 RWY Centerline and TWY Alpha Repair	<u>116,505</u>		<u>Jviation</u>		9/13/22	TBD	TBD	100%	Project bid completed. VC Board of Supervisor approval of contract award scheduled for March 2024.
5	CMA Beacon Siting Study and Relocation Design	<u>8,500</u> 52,544		<u>Mead & Hunt</u>	N/A	On-call	N/A	N/A	<u>100</u> 100	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. Next steps are under review.
3	OXR PFAS Supplemental Plan/Sampling & Monitoring	<u>\$6,500</u> 137,000	\$226,018	<u>Ninyo & Moore</u>	N/A	1/19/21	N/A	3/29/21	<u>100</u> 90	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.

Note: Shaded boxes indicate changes from previous month

CMA – Camarillo Airport

OXR – Oxnard Airport

TBD – To be determined

CCO – Contract Change Orders

CUE – Camarillo Utility Enterprise

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

April 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 RWY Centerline and TWY Alpha Repair	<u>116,505</u>		<u>Jviation</u>		9/13/22	TBD	TBD	100%	Project bid review complete and construction contract scheduled for advisory body and Board approval in April 2024.
3	OXR PFAS Supplemental Plan/Sampling & Monitoring	6,500 137,000	\$226,018	<u>Ninyo & Moore</u>	N/A	1/19/21	N/A	3/29/21	100 90	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.

Note: Shaded boxes indicate changes from previous month

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

2024 Meeting Schedules

Aviation Advisory Commission	Camarillo & Oxnard Airport Authorities
<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	April 11
May 8	May 9
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





Soothing airport concerns

Director Keith Freitas gives an update regarding Camarillo's layout plan

December 30, 2023

By Zia Zografos
zia@theacorn.com

Ventura County Director of Airports Keith Freitas once again spoke to the community about their frequently-asked concerns about the Camarillo Airport.

Freitas also discussed the next steps of the airport layout plan update, launched in January, which outlines the existing facilities and planned improvements for 555 Airport Way. Such a document is required to receive federal funding for maintenance projects.

In past public workshops, officials from Ventura County Airports reassured residents that there will be no commercial airline service, no lengthening of the runway, and no large air cargo activity, including Amazon jets, at the Camarillo Airport. That remains true.

"I can't say if you live within a couple miles of the airport that you'll never see an airplane. There are things we can do to improve," Freitas said.

He also reported at a Dec. 13 council meeting that the airport noise study is still underway, which the public will be informed about throughout 2024.

"That's where we developed a laundry list of what we're going to do to be better neighbors and try to mitigate noise for community members," Freitas said.

Monitors were deployed in neighboring communities to gauge noise levels. "Noise contour" maps, similar to topographic maps but instead showing aircraft noise, were also drawn. What was shown is that Camarillo Airport's noise contour maps from 2022 and 1998 are very similar, said Freitas.

The Federal Aviation Administration refers to the innermost line to measure impacts on residents. The contour maps indicate that most noise does not leave the Camarillo Airport.

"Now, that doesn't mean that we don't have noise concerns from outside these lines. It's just the FAA's guidelines that we are required to follow," Freitas said.

Public speaker and resident of Old Town since 1995, Joe Mitchell, said people may not realize how loud the jet noise has increased.

"I live right under the flight path; lucky me," he said. "They're not all loud, but some are louder than others. They come in at all hours of the night, too. It does wake you up."

In response to jet activity, Freitas said it has increased from 0.48% in 1998 to 4.25% in 2022 of the airport's total operations.

"Most projections have growth; that's normal," said Freitas. "As the region grows, the demand (for our services) grows."

Councilmember Susan Santangelo asked if the airport caters to private jet companies to bring in business. Freitas' answer? No. Over the last 20 years, the majority of operations have continued to be on piston aircraft.

When asked if the county can "just say no" to more jets and aircraft, Freitas said no—as Ventura County Airports must meet FAA obligations and cannot discriminate against any specific aircraft operations.

Noise, though, continues to be a major worry. The director said that nearly all noise mitigation measures have already been put in place, aside from the ongoing noise studies.

That includes purchasing noise flight-tracking software and doing away with the 2021 airport master plan that caused widespread opposition to the possibility of commercial airline service.

Instead, an airport layout plan update will not result in any changes or expansions to the airport.

A final draft of the airport layout plan update will be posted soon for the public to read and review. The update will then be submitted to the FAA for approval in May 2024.

(/)

FILE A NOISE COMMENT
([HTTPS://VCAIRPORTS.ORG/NOISE-PROGRAM/](https://vcairports.org/noise-program/))

Or call to leave a voice message at
805-382-3022

Pilots N Paws Saves Lives of Abandoned Pets Through Volunteer Work of Local Pilots



Tina George approached her husband Jon, an Oxnard-based pilot, in 2022 with the idea of getting involved with Pilots N Paws, a national non-profit organization launched in 2008 in response to the increase in animals being euthanized in shelters across the country.

The idea for Pilots N Paws stemmed from a simple need. Debi Boies wanted to adopt a dog in Florida. The only problem was that Debi lived in South Carolina. She reached out to pilot, Jon Wehrenberg, who provided roundtrip transportation for Debi to and from Florida.

At the time most shelter animals were transported only by ground, but Debi and Jon decided to change that and partnered as co-founders of Pilots N Paws with a goal of connecting volunteer pilots from all 50 states to the rescue and transportation of animals from shelters to the homes of their adopted families.

Similar to Debi and Jon, Tina and her husband Jon partnered Tina's passion for animal welfare with Jon's skills as a pilot. When they find a mission in an area they are either visiting or are able to travel to, they board their Piper Comanche with their Golden Retriever, Hattie, and head out to save the life of dog that would otherwise be facing death.

One particular mission caught up with Tina and Jon while they were away in Palm Springs. Six 7-month-old Queensland Heelers had been abandoned in the desert. They had been picked up and taken to a shelter and were going to be euthanized immediately due to a lack of space. Tina and Jon were able to assist and picked up one of the Heelers and flew to a rescue site in Paso Robles, all while Hattie sat next to and comforted her new flight companion.

"The Heeler had been abused," Jon said. "It reacted immediately to touch and petting. It just wanted to be loved."

Rescues are not exclusive to dogs. Pilots N Paws also rescues cats and, in addition to shelter rescues, the organization has partnered with the United States Coast Guard to rescue dolphins, bear cubs, snakes, and turtles. Locally, Pilots N Paws is credited with rescuing and transporting a variety of animals during the Thomas Fire in 2017. And the esteemed National Disaster Search Dog Foundation based in Santa Paula? Those dogs are all rescues, many of which have been transported to the training center by volunteer pilots for Pilots N Paws.

There is also an educational component to the organization that teaches youth and adults alike about the importance of being a responsible pet owner, including sharing the daunting statistic that nearly one million shelter animals are euthanized each year. So far, Pilots N Paws has proudly been able to rescue more than 200,000 animals since its founding.

"It's a very heartwarming experience," Tina said. "And you know you are doing something good."

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Airport News Dated: January 11, 2024



COUNTY of VENTURA

Department of Airports

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805-382-3022**

Increased Helicopter Activity Expected



COUNTY of VENTURA

Department of Airports

English Air Service has been hired by Southern California Edison to perform an aerial powerline survey in the Camarillo Airport and Oxnard Airport airspace. Because of this, neighbors may notice an increase in helicopter activity beginning today (1/15) and lasting through the week. Helicopters will be flying at an altitude of 500 feet.

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Airport News Dated: January 15, 2024

From: Jauregui, Jannette
Sent: Thursday, January 18, 2024 1:22 PM
To: Jauregui, Jannette
Subject: Ventura County Department of Airports: Mark Your Calendars! Camarillo Airport - Airport Layout Plan Final Project Review and Q&A
Attachments: Camarillo Ad Feb 2024 v7 ENG.pdf

Mark Your Calendars!

Camarillo Airport
Airport Layout Plan Final Project Review and Q & A

The Ventura County Department of Airports will be hosting a question & answer meeting regarding the Camarillo Airport Layout Plan (ALP) project. All interested Ventura County residents are encouraged to attend.

When: Tuesday, February 20, 2024
6:00 p.m. – Project team presentation followed by community Q&A.
(Spanish and Mixteco interpretation available)

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

Join us to learn more about what an ALP is, what it means for the community, and to have your questions answered by the project team.

For more information visit vcairports.org.

 **COUNTY of VENTURA**
Department of Airports



COUNTY of VENTURA

Department of Airports

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Ventura County Department of Airports: Increased Military Jet Activity



COUNTY of VENTURA

Department of Airports

Naval Air Station Point Mugu will see an increase in military air operations in support of training beginning Friday, January 26th and lasting through February 2nd. Neighbors may notice an increase in activity, particularly involving military jet aircraft.

Additionally, neighbors may already be noticing an increase in military jet training operations this week in Ventura County, particularly in the Conejo Valley. Those aircraft are stemming from Edwards Air Force Base.

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Airport News Dated: January 26, 2024



COUNTY of VENTURA

Department of Airports

(/)

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805-382-3022

Airport Information Alert



COUNTY of VENTURA

Department of Airports

At approximately 1:19 p.m. today an aircraft made an emergency landing in a field approximately four miles southeast of Camarillo Airport. The pilot and passenger of the aircraft sustained moderate injuries and were transported to a local hospital. The pilot, who is based at Santa Paula Airport, experienced electrical/engine issues and made the precautionary landing in the open field, implementing all training to avoid any additional damage or danger to the community. No other injuries or damage were reported. Ventura County Fire, Ventura County Sheriff, and Department of Airports staff responded to the scene. The NTSB/FAA has been notified and is responding to the scene to initiate their investigation. For more information, please contact the FAA's Los Angeles region Public Information Office at 310-745-3300.

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Airport News Dated: January 30, 2024

LOCAL

Small plane crashes in field near Camarillo Airport

Staff reports Ventura County Star

Published 1:56 p.m. PT Jan. 30, 2024 | Updated 1:13 p.m. PT Jan. 31, 2024

Two people were injured when an experimental plane crashed in a field near the Camarillo Airport Tuesday afternoon.

The incident was reported shortly after 1:15 p.m. in the 100 block of Howard Road, according to the Ventura County Fire Department.

The site is about four miles southeast of the airport, authorities said, near a water treatment facility in a mostly agricultural area.

The two men aboard were taken by ambulance to Ventura County Medical Center, said fire Capt. Brian McGrath. Both were said to have moderate injuries, although one was in more medical distress, he said.

The experimental plane appeared to be a Rutan Long EZ style, McGrath said.

Dave Nafie, deputy director of the Ventura County Department of Airports, said the plane apparently came from the municipal airport in Santa Monica. Local airport officials were alerted to the incident by Camarillo Airport tower staff, Nafie said.

It wasn't immediately clear whether the plane had been headed to Camarillo, had possibly tried to fly there due to problems or whether the crash location was just coincidental, Nafie said.

The pilot is based at the Santa Paula Airport, said Jannette Jauregui, spokesperson for the county airports department, in a news release late Tuesday afternoon.

He experienced electrical/engine issues, Jauregui said, and made the precautionary landing in an open field to avoid additional damage or danger to people on the ground.

Local airport officials were expected to assist the National Transportation Safety Board with the investigation, according to the fire department.

This story may be updated.



COUNTY of VENTURA

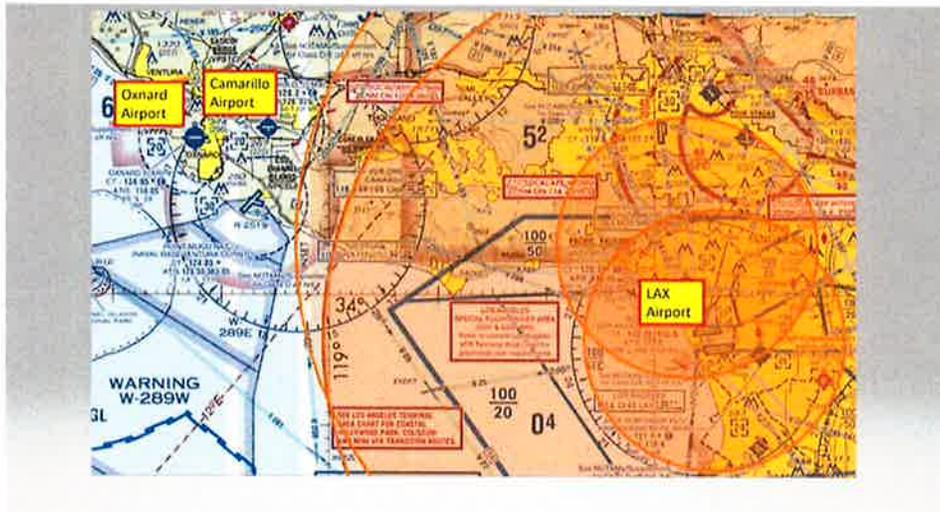
Department of Airports

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805-382-3022

Presidential Temporary Flight Restriction



A Presidential Temporary Flight Restriction (TFR) will be in place for the Los Angeles region (including Ventura County) beginning February 3rd and will continue through February 4th. Please see the map below highlighting areas that will be affected. Camarillo and Oxnard Airports and the surrounding areas will likely notice an increase in military flight activity. There may also be an increase in other flight activity for aircraft diverted from the LAX area. All activity will be standard for a TFR with community safety as a top priority.

Airport News Dated: February 1, 2024



COUNTY of VENTURA
Department of Airports

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Search_



Reminder: Ventura County Department of Airports to Host Camarillo Airport – Airport Layout Plan Community Meeting

Mark Your Calendars!

Camarillo Airport
Airport Layout Plan Final Project Review
and Q & A

The Ventura County Department of Airports will be hosting a question & answer meeting regarding the Camarillo Airport Layout Plan (ALP) project. All interested Ventura County residents are encouraged to attend.

When: Tuesday, February 20, 2024
 6:00 p.m. – Project team presentation followed by community Q&A.
 (Spanish and Mixteco interpretation available)

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

Join us to learn more about what an ALP is, what it means for the community, and to have your questions answered by the project team.

For more information visit vcairports.org.

 **COUNTY of VENTURA**
 Department of Airports

The Ventura County Department of Airports will be hosting a Camarillo Airport – Airport Layout Plan Community Q&A Forum on Tuesday, February 20th, at 6 p.m., at the Ventura County Office of Education located at 5100 Adolfo Road in Camarillo. This meeting will offer a presentation from Department of Airports’ staff and consultants, with a particular focus on addressing frequently asked questions and offering guests the opportunity to ask their own questions and have them answered in front of all in attendance.

As we prepare for this community meeting, the Department of Airports would like to share just a few points of discussion. Please note that the items below represent only a portion of what will be covered at the meeting. We understand the concerns many of our neighbors have and we look forward to the opportunity to address those concerns through transparent and respectful dialogue at the meeting.

1. While the February 20th meeting is designed to cover the Airport Layout Plan (ALP) for Camarillo Airport, Airports staff will cover questions related to both the Airport Layout Plan and the Part 150 Noise Compatibility Study. However, the primary focus of this meeting will remain on the ALP. Both studies are currently in the works but are being conducted separately. The Airport Layout Plan assumes no changes to the current role of Camarillo Airport and serves as a data-driven preview of what the next 5-10 years may look like for Camarillo Airport. The Part 150 Noise Compatibility Study for Camarillo Airport, a study which is separately being conducted at Oxnard Airport, takes a deep

dive in the impacts of noise on the community, where things stand, and what measures can be taken moving forward. Additional community meetings for the Part 150 studies for both Camarillo and Oxnard airports will be scheduled in May. We will share more information once it becomes available.

2. Of great importance is emphasizing the following:

- No cargo service (including Amazon) will come to Camarillo Airport.
- No scheduled airline service will come to Camarillo Airport.
- The runway will NOT be lengthened.
- The Joint Powers Agreement (JPA) between the City of Camarillo and Department of Airports will remain in place and unchanged.

3. A commonly asked question we receive is can the Department of Airports just say no to more aircraft activity and/or jet activity?

The short answer is no, with several reasons why. When the County of Ventura took ownership of Camarillo Airport, formerly the Oxnard Air Force Base, from the United States Government, it did so with the agreement that it would operate as a general aviation airport that provides equal access to all United States citizens. Additionally, it is important to note that air space, regardless of obligations or agreements from the County, is federally regulated. Federal grant assurances and the Aircraft Noise and Capacity Act (ANCA) of 1990 also significantly limits changes the County can make to airport operations. More information on this topic will be discussed at the meeting.

4. So what can we do to help mitigate noise concerns?

As part of the Part 150 Noise Compatibility Study for Camarillo Airport, the Department of Airports will explore/analyze the feasibility of any changes to flight paths. Additionally, the Department of Airports is already actively working on incorporating jet activity into the Fly Friendly VC program with ongoing discussions with flight operators. This includes an emphasis on the Joint Powers Agreement, which allows arrivals 24 hours a day but does not allow departures from 12 a.m. – 5 a.m. daily. Our goal is to work with pilots to voluntarily extend those hours and to minimize ALL flight activity between the hours of 10 p.m. and 6 a.m. Fly Friendly VC is a constantly evolving program, and Department of Airports is prepared to pivot when needed to ensure improvements to quality of life for those on the ground and in the air.

We understand the desire for immediate action, and while the studies and changes to current operations do take time, we extend to you our commitment to continued progress.

Join Our Mailing List

Stay informed and involved. Sign-up on our mailing list and get the latest updates on what is happening at our airports.

Airport News Dated: February 15, 2024



COUNTY of VENTURA

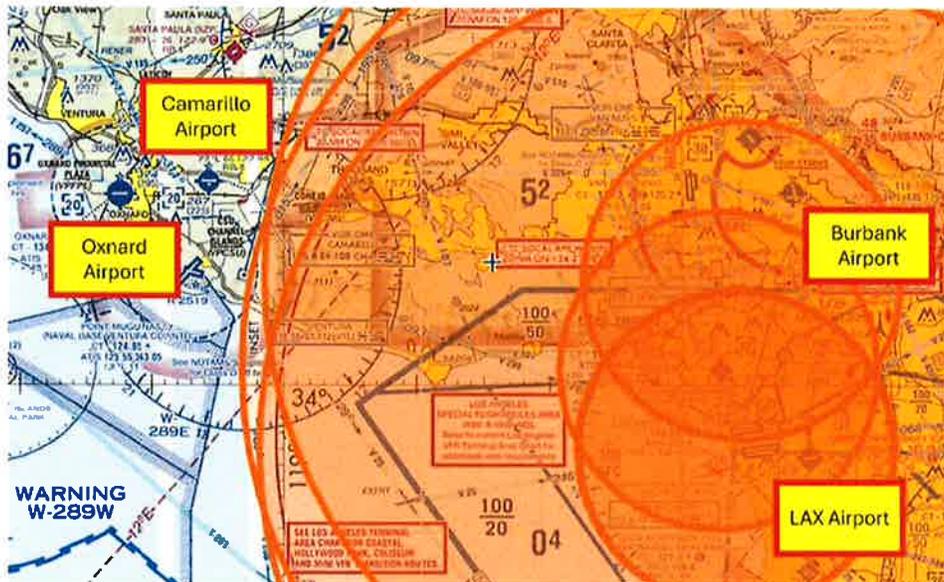
Department of Airports

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Or call to leave a voice message at
805-382-3022

Notice of Government Temporary Flight Restriction (TFR)



A Government Temporary Flight Restriction (TFR) will be in place for the Los Angeles region (including Ventura County) beginning February 20th and will continue through February 21st. Please see the map below highlighting areas that will be affected. Camarillo and Oxnard Airports and the surrounding areas will likely notice an increase in military flight activity. There may also be an increase in other flight activity for aircraft diverted from the LAX area. All activity will be standard for a TFR with community safety as a top priority.

Airport News Dated: February 19, 2024



Balance wanted in airport coverage

February 24, 2024

Regarding Camarillo Airport: I read a recent article and am very disappointed that you only quoted one resident who stood up to give public comment after Director (Keith) Freitas gave his presentation (to the Camarillo City Council).

There were at least five other public comment speakers. Why weren't more of the public comments reported about in our community paper?

The title of the article was very misleading. The public doesn't feel that the airport has soothed the concerns.

This is a very serious subject to the residents who live over the flight path of Camarillo Airport. The majority of customers who use Camarillo Airport for their jet travel do not even live in our community.

Yes, the airport doesn't promote businesses with jets as far as we can tell, but the FBOs (fixed-based operators) certainly do promote business. This includes the FBO Air 7, that jokes that the "Strawberries and Cabbages" don't complain about the jets coming in to Camarillo Airport.

They are implying that they fly over the agricultural fields during their descent to Camarillo Airport. This is completely incorrect and untrue. They are flying right over our houses and neighborhoods especially in Old Town Camarillo.

They are trying to advertise that their business is a "good neighbor" to the residents of Camarillo. But, no, they are not.

Residents expect our local newspaper to be able to show both sides of the story. Please make sure the public knows the whole story and not one that just tells the airport's side.

If you would like to have a chance to hear the public statements at the Dec. 13, 2023, Camarillo City Council meeting, go to [youtube.com/watch?v=IqYLqgH_j3E](https://www.youtube.com/watch?v=IqYLqgH_j3E).

LOCAL

Plane lost power before Camarillo crash, report says

Staff reports Ventura County Star

Published 4:27 p.m. PT Feb. 28, 2024

A preliminary report on the Jan. 30 crash of an amateur-built experimental plane in a Camarillo field indicated the pilot lost electrical and engine power just before the forced landing.

Two people aboard were injured but survived.

The accident involved a Raptor Junior 540 that departed from Santa Monica Municipal Airport, the preliminary report from the National Transportation Safety Board said.

The pilot and a pilot-rated passenger were headed to Camarillo Airport to do touch-and-go-landings. The plane had been scheduled to return to Santa Monica.

Shortly after 1:15 p.m., about 5 miles southeast of the Camarillo Airport, the pilot saw a warning indication on the avionics display alerting him to a loss of electrical power. Seconds later, the pilot told NTSB investigators, all electrical avionics except the primary flight display went blank. A total loss of engine power followed.

The pilot tried unsuccessfully to restore engine and electrical power. He then carried out a forced landing in a field about 4.5 miles southeast of the Camarillo Airport, in the 100 block of Howard Road. The crash site was near a water treatment facility in a mostly agricultural area. The airplane hit terrain and landed upright with substantial damage to the fuselage, canards and both wings, the report noted.

The pilot suffered serious injuries and the passenger suffered minor injuries. The plane was taken to a facility for further examination.

No other details were immediately available.

This story may be updated.

(/)

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Honoring the Legacy of the Tuskegee Airmen



As February comes to a close, the Ventura County Department of Airports would like to honor Black History Month by shining a spotlight on the legacy of the Tuskegee Airmen.

When the United States involvement in World War II became inevitable in the late 1930s, President Franklin Roosevelt had no choice but to expand inclusion in all branches of the military, including what was then the Army Air Corps. After successful lobbying efforts led by Civil Rights organizations like the NAACP, and just over a decade after Charles Lindbergh's infamous cross-Atlantic flight aboard the Spirit of St. Louis, civilian pilot training began to integrate Black Americans interested in pursuing aviation. The fact was that the country's pilot base would need to grow significantly to keep up with the combat demand that awaited the United States in the War in Europe.

With segregation laws still in effect throughout the country, Black American airmen were sent to the Tuskegee Army Airfield in Tuskegee, Alabama, to begin training as pilots, navigators, bombardiers, mechanics, and more. The Tuskegee Airmen entered the war in 1943 in North Africa and Sicily and were often assigned to second-hand aircraft that were slower in

performance and more difficult to maneuver. Still, they played a pivotal role in the allied victory in Europe having flown more than 15,000 missions and earning more than 150 Distinguished Flying Crosses in just two years in active combat.

There was no looking back.

The success of the Tuskegee Airmen in World War II opened the door for continued integration in aviation. Their demonstrated courage and resiliency as they bore the brunt of systemic racism opened the door for future Black Americans to be able to pursue their dreams of a life in the skies.

The Commemorative Air Force Museum at Camarillo Airport has a portion of their permanent exhibit honoring the Tuskegee Airmen, including former Camarillo resident Richard T. Lee. Though most of the Tuskegee Airmen are now gone, their legacies live on through their families and through the opportunities available to all who dream of flying. As we prepare to welcome a new month, may we take the time to acknowledge every month the contributions of those who have paved the way and have empowered new generations of pilots to take aviation to new heights.

Photo courtesy of the CAF Red Tail Squadron

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Airport News Article Dated: February 29, 2024



(/)

FILE A NOISE COMMENT
([HTTPS://VCAIRPORTS.ORG/NOISE-PROGRAM/](https://vcairports.org/noise-program/))

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New E-mail Address for AAC/Airport Authority Meetings



The Ventura County Department of Airports has a new e-mail address specifically for matters related to the Aviation Advisory Commission, Camarillo Airport Authority, and Oxnard Airport Authority meetings. This includes the submission of public comments. Please note that all meeting-related communication should be sent to airportmeetings@ventura.org (<mailto:airportmeetings@ventura.org>). Communications from the Department of Airports related to these meetings will also come from this e-mail address.

Please note that we will continue to monitor the previously used e-mail address as we make this transition.

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Airport News Article Dated: March 1, 2024



Residents speak out at airport layout plan meeting

March 02, 2024

[By Zia Zografos](#)

zia@theacorn.com

Camarillo residents, primarily those residing in the Old Town neighborhood, flocked to another community meeting held by the Ventura County Department of Airports to discuss the airport layout plan.

The plan update, which launched in January, outlines the existing facilities and planned improvements for 555

Way. The update is required if the airport wants to receive federal funding from the Federal Aviation Administration for maintenance projects.

Director of Airports Keith Freitas first assured the public at the Feb. 20 meeting that there will be no change to the role of the Camarillo Airport. There will be no large cargo operations, no increase to the runway length and no commercial airline services will come to the airport.

In fact, the runway will slightly reduce in size in order to meet FAA standards, according to Patrick Taylor, a principal at Coffman Associates.

Other components of the plan will be done within the next 10 years. This includes keeping the airfield free of potholes as it ages, adding a parallel taxiway east of the airfield to improve circulation and safety, and adding parking for additional, new hangars that would be used for storage of smaller airplanes.

Many who showed up, though, had questions about noise.

"I understand the folks who are concerned about noise. They want the issue resolved right now," said Freitas. "This is an airport that's been here for more than 80 years and we are dealing with federal obligations. It simply does not happen overnight."

Although the department cannot legally restrict those who use the airport and how often, it did launch several initiatives to try to reduce noise. That includes purchasing software that tracks flight noise and implementing a "fly friendly" noise reduction program for pilots. Department officials are also working to incorporate jet activity into the fly friendly program.

Residents also asked for an update on possible quiet hours.

"(We're) working with flight operators to voluntarily minimize flight activity between the hours of 10 p.m. and 6 a.m. and explore and analyze the feasibility of any changes to flight paths, including approach paths," said Jannette Jauregui, airport department community and engagement manager.

Department officials also announced they will soon begin work on what's called a Part 150 noise study, with the next public meeting on the matter tentatively scheduled for May.



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Increased Helicopter Activity Expected



English Air Service has been hired by SoCal Gas to perform an aerial survey in the Oxnard Airport and Naval Base Point Mugu airspace. Because of this, neighbors may notice an increase in helicopter activity beginning today (3/4) and lasting through the week. Helicopters will be flying at an altitude of 500 feet.

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Airport News Article Dated: March 4, 2024



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Public Review and Comment Period Now Open for Camarillo Airport Layout Plan



The Ventura County Department of Airports is pleased to announce that the full draft of the Final Camarillo Airport – Airport Layout Plan (ALP) Narrative is now available for public review.

The comment period for this document is now open and will remain open through May 10th, 2024.

Click on the link below to access the final draft of the Final Draft ALP Narrative:
CMA ALP Update Draft Final – 031424.pdf | Powered by Box
(<https://app.box.com/s/0jmzpj3gqgf3kpw1cwliok1lznph5w3>)

Click on the link below to access all ALP documents:
<https://cma-alp-update.airportstudy.net/plan-documents/> (<https://cma-alp-update.airportstudy.net/plan-documents/>)

Please note that comments related to the ALP have been, and will continue to be, accepted throughout the entire study period.

Comments for any ALP documents may be submitted here:

Comments/Comentarios – Camarillo Airport ALP Update (airportstudy.net) (<https://cma-alp-update.airportstudy.net/comments/>)

We understand how vital it is for the community, and particularly our neighbors, to have ample time to review, and comment on, the material. For that reason, we have extended the traditional 30-day comment period to a full eight-week period (**Comment period open March 15, 2024 through May 10, 2024.**)

Thank you for your continued interest in Camarillo Airport. Your input is incredibly valuable to this study.

Important to Note:

The Camarillo Airport – Airport Layout Plan (ALP) is a separate and unrelated process from the ongoing Part 150 Noise Compatibility Studies for both Camarillo and Oxnard airports. The next phase of the Part 150 studies is arguably most important for those concerned with noise and is dependent upon public involvement and feedback. The next community meeting for the Part 150 will be held in June 3, 2024. Information for that will be forthcoming.

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Department of Airports News: March 15, 2024

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Ventura County Ninety-Nines: Celebrating Women in Aviation



November 2, 1929. Curtiss Field, New York. More than 100 licensed women pilots gather to make a move. A big move. One that would change the course of aviation history.

Just nine years after the ratification of the nineteenth amendment, which gave women in the United States the right to vote, women were now fortifying their role in aviation. It was still a young industry but one that was already dominated by a legacy of men. Finding a name for the group would be a challenge, and the final decision fell on the number of chartered members. First the 86s, then the 97s, with the final vote sticking with the 99s.

Amelia Earhart was elected as the group's first president in 1931. Today, the now international organization has more than 150 chapters all dedicated to supporting and inspiring women in aviation.

Locally, the Ventura County Ninety-Nines stands as one of the largest chapters in the organization with more than 110 members from a variety of backgrounds. They are general aviation pilots, corporate and commercial pilots, flight instructors, and student pilots. They are award-winning aerobatic pilots and hot air balloon pilots. They fly out of Camarillo, Oxnard, Santa Paula, and Point Mugu.

They are all pursuing a dream.

Martha Phillips joined the Ventura County Ninety-Nines in the 1990s after having earned her pilots license in 1986.

"It had always been a secret ambition of mine to learn to fly," she said. "But between raising kids and everything, it was difficult and I really didn't know how to go about it."

Phillips then met and married her husband, Art, who was a pilot. He inspired her to pursue her ambition.

The Phillips flew their Cessna 172 out of Camarillo Airport, all while Martha became more involved with the Ninety-Nines, first as chapter chairman, then treasurer and governor of the Southwest Section, then finally as treasurer and president at the international level.

“What inspires me is the access we provide to programs that have been traditionally male focused,” Phillips said. “And we help provide the ability to fly and afford the ability to fly.”

That access and ability comes in the form of flight training, guidance, and support. And, arguably of most importance, through scholarships the 99’s give annually to young, aspiring women pilots.

“The fact is that we have a lot of women instructors,” Phillips said. “That shows young women that not only can they learn to fly, but they can then turn around and teach someone else.”

Additionally, the 99’s are dedicated to supporting the communities they serve through volunteer work and educational programs. They are regularly involved in Wings Over Camarillo and the Young Eagles programs at Camarillo, Oxnard, and Santa Paula airports. They were instrumental in visualizing and solidifying the viewport outside of the Waypoint Café at Camarillo Airport, a project they completed in partnership with the Waypoint team and the Department of Airports. The group also secured representation of women in aviation at the Commemorative Air Force Museum at Camarillo Airport, and will be relaunching their Aviation Career Day, an annual event that was put on hold when the COVID-19 crisis hit Ventura County.

“We are just women celebrating women,” Phillips said.

In 2023, the VC 99’s celebrated their 50th anniversary and are preparing to join the 100th anniversary celebration of the international organization in 2029. Though a century has nearly come and gone since the group’s inception, the goal to pave the way for new generations of women pilots remains the same.

“I just hope that we can continue to help people achieve those dreams,” Phillips said. “That we can continue to serve as mentors and a source of inspiration. Our whole purpose is to be here to encourage those who were like me. The ones who have a dream but aren’t sure how to go about it.”

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Department of Airports News: March 15, 2024



COUNTY of VENTURA

Department of Airports

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

MEMORANDUM

TO: Camarillo Airport tenants
FROM:  Casey Pullman, C.M., Deputy Director of Airports
DATE: March 20, 2024
RE: New Engine Run-Up Area at Eastern End of Abandoned Runway (26)

We are pleased to announce the addition of two new engine run-up spots located at the eastern end of the abandoned runway (26). These spots have been strategically positioned to enhance safety and convenience during engine run-up procedures.

Following are the key details:

Location: The new run-up area is situated at the eastern end of runway 26.

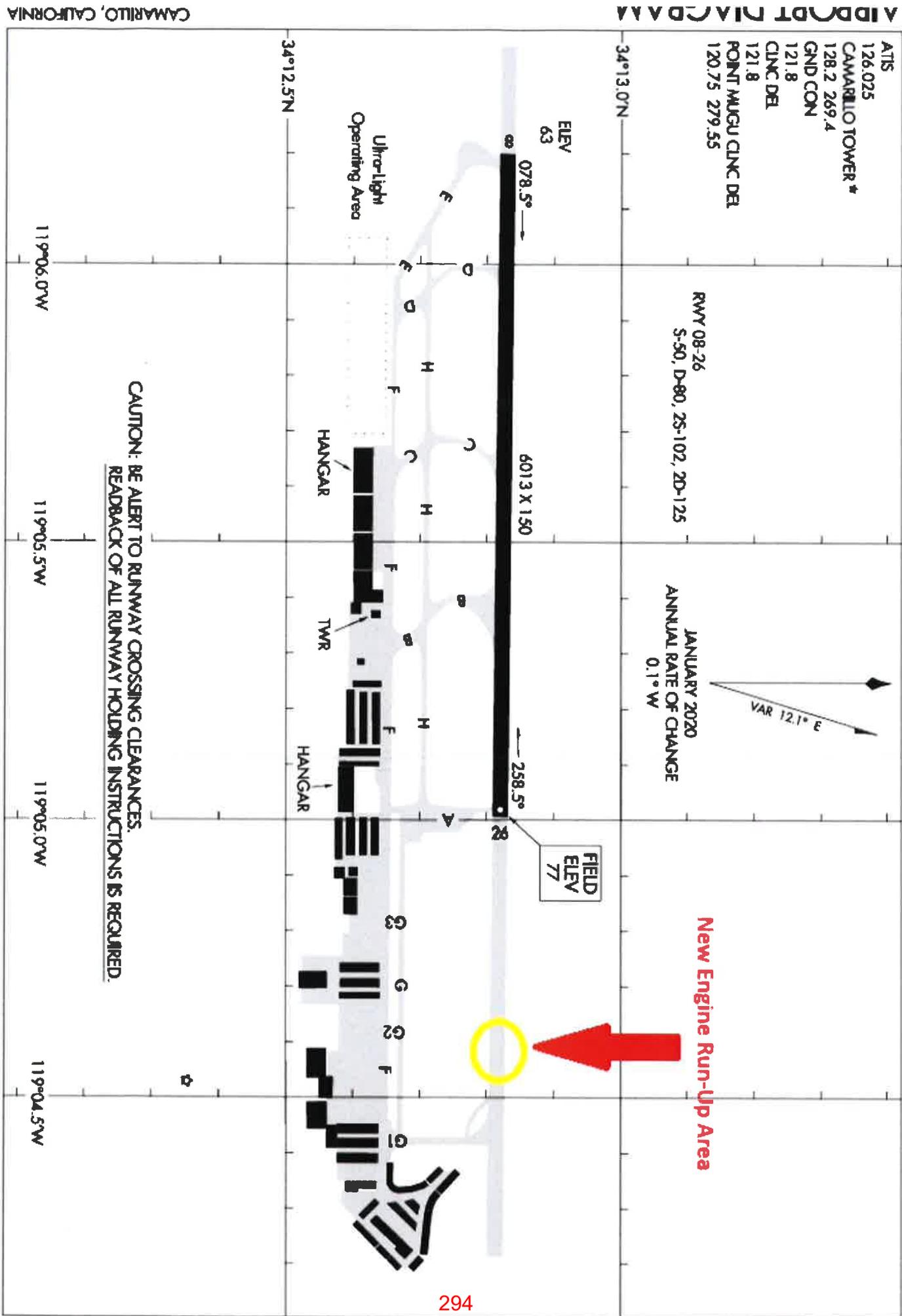
Multi-Directional: The run-up spots are multi-directional, allowing pilots to choose the direction based on the prevailing wind conditions.

Safety First: Pilot awareness is crucial. Always be aware of your surroundings during engine runs. Prior to running up an aircraft, first determine that there are no parked or taxiing aircraft, property or persons behind your position that you could damage by your prop blast.

ATCT Authorization: Since this area falls within a non-movement area, ATCT authorization is not required for ingress and egress at this location.

For your reference, diagrams illustrating the location of new run-up area are attached:

Please note that the provided diagram is a visual reference to help you locate the new run-up area. If you have any further questions or need additional information, contact CMA Airport Operations at 805-947-6803.





PROJECT SCHEDULE ANNOUNCEMENT

OXNARD AIRPORT

TAXIWAY A (FORMERLY TAXIWAY F) RECONSTRUCTION PROJECT

MARCH 21, 2024

The Taxiway A (formerly Taxiway F) Reconstruction Project is expected to begin on **April 29, 2024** with an 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	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 7, 2024 (NIGHT ONLY)	MAY 9, 2024	JUNE 6, 2024	JULY 8, 2024
Estimated Duration of Closure	1 CALENDAR NIGHT (2200 TO 0600)	28 CALENDAR DAYS	32 CALENDAR DAYS	20 CALENDAR DAYS





Airport layout plan available for review

March 23, 2024

Residents now have the opportunity to review and comment on the full draft of the Camarillo Airport layout plan, which the Ventura County Department of Airports has been working on since January.

The 234-page document prepared by Coffman Associates Airport Consultants outlines the existing facilities and planned improvements for 555 Airport Way. Such a document is required to receive federal funding for maintenance projects.

The comment period for the plan will remain open through May 10. Comments related to the document have been, and will continue to be, accepted throughout the entire study period, according to Public Information Officer Jannette Jauregui.

Typically, the public is only given 30 days to review such a plan, but the department agreed an eight-week review period was warranted.

"We understand how vital it is for the community, and particularly our neighbors, to have ample time to review, and comment on, the material," said Jauregui.

The final draft of the airport layout plan is available under the Projects tab at vcairports.org.

The airport layout plan is a separate study from the unrelated, ongoing Part 150 Noise Compatibility Study. For residents concerned about noise, it will be imperative that they become involved and provide feedback during the next phase of the Part 150 study, Jauregui said.

The next community meeting for the Part 150 noise study will be held June 3. Further details will be announced in the coming months.

– *Zia Zografos*



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Increased Helicopter Activity Expected in Camarillo



So Cal Gas has contracted English Air Service to complete survey work on area gas lines this week. The survey work is expected to last through March 30th and will be primarily in the Camarillo area. 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.

Department of Airports News: March 26, 2024