



555 Airport Way, Suite B
Camarillo, Ca. 93010
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<https://airports.venturacounty.gov>

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

Wednesday **September 10, 2025** **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://us02web.zoom.us/j/89218410378?pwd=w4EFsZW8zRPyeT3Y0uSLOJ1lvPIUwd.1>

WEBINAR ID: 892 1841 0378

WEBINAR PASSCODE: 459961

TELEPHONE: 1-669-444-9171

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

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

Members of the public are limited to three (3) minutes per speaker per listed agenda item at a single meeting unless the time allotment is decreased by the Chair depending on the number of speakers. Please ensure that all background noise is muted (TV, radio, etc.).

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

If you wish to make a written comment on a specific agenda item by email or mail, please submit your comment by 12:00 p.m. on the day prior to the meeting. Your written comment will be distributed to Commission members and made part of the permanent meeting record. Written comments will be made available to the public and can be viewed online at <https://airports.venturacounty.gov/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 airportmeetings@venturacounty.gov. In the **Subject Line** of the email please indicate “AAC Meeting Comment” and the **Agenda item number** on which you are commenting (e.g., AAC Meeting Comment – Agenda Item No. 5) then proceed with your comment in the body of the e-mail.

Comments submitted by mail can be sent to [555 Airport Way, Ste. B, Camarillo, CA 93010, Attention: Denise Arreola](mailto:555%20Airport%20Way,%20Ste.%20B,%20Camarillo,%20CA%2093010,Attention%3A%20Denise%20Arreola). In the **Subject Line** of the correspondence please indicate “AAC Meeting Comment” and the **Agenda item number** on which you are commenting (e.g., AAC Meeting Comment – Agenda Item No. 5) then proceed with your comment in the body of the correspondence.

AGENDA

- 1. CALL to ORDER and PLEDGE of ALLEGIANCE**
- 2. ROLL CALL**
- 3. AGENDA REVIEW**
- 4. APPROVAL of MINUTES – July 9, 2025**
- 5. PUBLIC COMMENT PERIOD**

Airport related comments during the public comment part of the meeting to address non-agenda items is limited to no more than three (3) minutes per speaker and may be increased or decreased by the Chair depending on the number of speakers for non-agenda items.

In-Person Public Comment:

Speakers must fill out a speaker card and submit it to the secretary before the end of the public comment period.

Speaker cards for issues listed on the agenda must be presented before the item is up for consideration. Speakers will be called when the item is presented.

Zoom Public Comment:

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

Email or Mail Public Comment:

If you wish to make a written comment on a specific agenda item by email or mail, please submit your comment by 12:00 p.m. on the day prior to the meeting. Your written comment will be distributed to Commission members and made part of the permanent meeting record. Written comments will be made available to the public and can be viewed online at <https://airports.venturacounty.gov/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. CONSENT AGENDA

Consent Agenda items are routine and non-controversial. Items are reviewed and approved together as recommended and without discussion unless an item is pulled for a separate action by the Commission on the Regular Agenda. Consent items are heard at the Commission's discretion and may be heard at any time during the meeting.

A. Subject: Review and Approval of the 2026 Aviation Advisory Commission Meeting Calendar

Recommendation:

Staff requests that your Commission review and approve the 2026 Aviation Advisory Commission meeting calendar.

B. Subject: Authorization for the Director of Airports or His Designee to Award an Annual Consulting Services Contract for Fiscal Year 2025-2026 to Remdox, Inc., to Assist the Department of Airports with Environmental Testing Services and to Issue Work Orders Against the Contract in an Amount Not to Exceed \$100,000; and Authorization for the Auditor-Controller to Process the Necessary Budgetary Transactions

Recommendations:

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

1. Authorize the Director of Airports, or his designee, to award an annual consulting services contract to Remdox, Inc., for fiscal year 2025-2026 (July 1, 2025 through June 30, 2026) using a contract form negotiated in compliance with the County of Ventura Public Works Agency Project Processing Procedures Manual (an exemplar contract form is attached as Exhibit 1);
2. Authorize the Director of Airports, or his designee, to issue work orders against the contract for up to \$35,000 each project for planning of construction projects not yet approved by the Board, and for up to \$100,000 each work order for other services and;
3. Authorize the Auditor-Controller to process the necessary budgetary transactions to revise the following appropriations.

C. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Contract Amendments to Extend the Contract Expiration Dates of Three (3) Contracts; and Replace Exhibit C-2 Fee Schedule for Contract No. AEA 25-06. No Change in Total Cost of Contracts

Recommendation:

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

Approval of, and authorization for the Director of Airports or his designee to sign, contract amendments to extend the contract expiration dates of three contracts (Exhibits 1-3) and to replace Exhibit C-2 Fee Schedule for Contract No. AEA 25-06. No change in total cost of contracts.

VENDOR	CONTRACT NO.	CONTRACT TITLE	CURRENT CONTRACT EXPIRATION N or TERMS	REVISED CONTRACT TERMS	CHANGE IN TOTAL CONTRACT COST

Coffman Associates	AEA 22-06	Camarillo Airport – Part 150 Noise Compatibility Study	6/30/25	8/11/26	\$0
Coffman Associates	AEA 22-07	Oxnard Airport – Part 150 Noise Compatibility Study	6/30/25	8/11/26	\$0
Woolpert, Inc.	AEA 24-05	Oxnard Airport – Construction Administration Services For Taxiway F (renamed A) Pavement Reconstruction	6/30/25	6/30/26	\$0
Mead & Hunt, Inc.	AEA 25-06	Camarillo Airport – Approach and Procedure Analysis	Exhibit C-2 Fee Schedule includes cost plus for travel expenses.	Revised Exhibit C-2 Fee Schedule eliminates cost plus for travel expenses.	\$0

D. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, the Proposed Lease with Avex Aviation, LLC., for a 4.64-Acre Site at 205 Durley Ave., Camarillo, California at the Camarillo Airport; Authorize the Director of Airports or His Designee to Administer the Lease and Issue Required Approvals; Find That the Lease is Categorically Exempt From the California Environmental Quality Act

Recommendations:

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

1. Approve, and authorize the Director of Airports or his designee to sign, the proposed lease with Avex Aviation, LLC., for a 4.64-acre site at 205 Durley Ave, Camarillo, California at the Camarillo Airport (Exhibit 1);
2. Authorize the Director of Airports or his designee to administer the lease and issue required approvals; and
3. Find that the lease is categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15302 (replacement or reconstruction).

7. REGULAR AGENDA

Regular Agenda items are heard at the Commission's discretion and may be heard at any time during the meeting.

A. Subject: Receive and File a Staff Update on Current Part 150 Noise Compatibility Studies for Camarillo and Oxnard Airports

Recommendation:

Receive and file a staff update on current Part 150 airport noise compatibility studies for Camarillo and Oxnard Airports.

B. Subject: Receive and File a Staff Update on the Camarillo Airport Beacon Tower Installation Project

Recommendation:

Receive and file a staff update on the Camarillo Airport Beacon Tower Installation Project.

C. Subject: Receive and File a Staff Presentation Regarding Solicitation for Letters of Interest – Development Parcels at Camarillo Airport

Recommendation:

Receive and file a staff presentation regarding solicitation for Letters of Interest – two parcels at Camarillo Airport.

D. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Consulting Services Contract with Ninyo & Moore Geotechnical & Environmental Sciences Consultants for the Supplemental Per and Polyfluoroalkyl Substances Soil and Groundwater Investigation at Oxnard Airport for \$129,660.48

Recommendation:

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

Authorize the Director of Airports or his designee to sign the consulting services contract with Ninyo & Moore Geotechnical & Environmental Sciences Consultants for the supplemental per and polyfluoroalkyl substances soil and groundwater investigation at Oxnard Airport for \$129,660.48.

8. DIRECTOR'S REPORT

9. REPORTS

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

Monthly Activity Report – June – July 2025

Monthly Noise Complaints – June – July 2025

Consultant Reports (Coffman Associates) – June – July 2025

Consultant Reports (Woolpert – Camarillo Airport) – June – July 2025

Consultant Reports (Woolpert – Oxnard Airport) – June – July 2025

Consultant Reports (Mead & Hunt) – July – August 2025

Project Status Report – August 2025

Meeting Calendars

10. CORRESPONDENCE

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

Camarillo Acorn article dated July 12, 2025, re: Airport noise study the focus of August public hearing – Comment period is open, runs through August 18

Letter from Keith Freitas, Director of Airports, to David C. Brenner, C.M., Managing Principal, AMCG dated July 16, 2025, re: Statement of Qualifications for Rent & Fee Analysis AMCG & Coffman Notice of Ranking

Department of Airports e-mail correspondence from Mariana Zacarias, Management Assistant-IV, dated July 25, 2025, re: CMA New Beacon Project Update

Ventura County Star article dated July 28, 2025, re: Camarillo, Oxnard airports' noise studies open for feedback

Department of Airports e-mail correspondence from Jannette Jauregui, Communications & Engagement Manager dated August 6, 2025, re: What to Expect for Next Week's Wings Over Camarillo Air Show

Department of Airports e-mail correspondence from Jannette Jauregui, Communications & Engagement Manager dated August 8, 2025, re: Canyon Fire and Increased Aircraft Activity

Department of Airports e-mail correspondence from Jannette Jauregui, Communications & Engagement Manager dated August 8, 2025, re: Noise Comment Line Currently Affected by County Outage

Department of Airports e-mail correspondence from Jannette Jauregui, Communications & Engagement Manager dated August 8, 2025, re: Follow-up Regarding Phone Lines

Department of Airports business park notice: AIR SHOW STERILE AREA – AUGUST 16 & 17 11:45 A. TO 5:00 P.M.

Moorpark Acorn article dated August 9, 2025, re: Sky comes alive for 44th Wings Over Camarillo – Special thanks going to wildfire community responders

Ventura County Star article dated August 13, 2025, re: Annual Wings Over Camarillo air show flies back into town for its 44th year

Department of Airports e-mail correspondence from Jannette Jauregui, Communications & Engagement Manager dated August 13, 2025, re: Videos of Part 150 Community Meetings Now Available

Department of Airports e-mail correspondence from Jannette Jauregui, Communications & Engagement Manager dated August 14, 2025, re: Reminder – Wings Over Camarillo Air Show Happening This Weekend

Plane and Pilot Magazine article dated August 14, 2025, re: Wings Over Camarillo Air Show Returns to Honor Community Responders

Flying Magazine article dated August 15, 2025, re: Wings Over Camarillo on Tap for This Weekend

Department of Airports e-mail correspondence from Jannette Jauregui, Communications & Engagement Manager dated August 19, 2025, re: Reminder – Deadline to Submit Public Comments is Today

VC Reporter Photo Feature dated August 21, 2025, re: Wings Over Camarillo

Camarillo Acorn article and photo feature dated August 23, 2025, re: The Sky comes Alive

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

12. ADJOURNMENT

The next regular Commission meeting will be on **Wednesday, October 8, 2025, at 6:30 p.m.** in the Department of Airports Administration Office Conference Room, 555 Airport Way, Suite B, Camarillo, California.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT DENISE ARREOLA (805) 388-4372. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE DEPARTMENT OF AIRPORTS TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



Webinar Instructions

Public link to Zoom webinar:

<https://us02web.zoom.us/j/89218410378?pwd=w4EFsZW8zRPyeT3YOuSLOJ1IvPIUwd.1>

Webinar ID: 892 1841 0378

Passcode: 459961

Phone Numbers: 1-669-444-9171

Cell Phone or Computer with Audio (Microphone) Feature: Click on the link above and enter passcode. Enter your name so we may call on you when it is your turn to speak.

The Chairperson will ask if anyone wishes to speak to the item. At that time, raise your hand by clicking the Raise Hand button. Follow the instructions below regarding Speaking.

Computer without Audio (Microphone) Feature: Click on the link above and enter passcode. This will allow you to view and listen to the meeting. In order to speak, follow the instructions below for Telephone.

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

The Chairperson will ask if anyone wishes to speak to the item. At that time, raise your hand by dialing *9. Follow the instructions below regarding Speaking.

Speaking

When it is your turn to speak, the Chairperson will call your name or the last 4 digits of your phone number if you are calling from a phone, and you are allotted three (3) minutes per speaker per listed agenda item at a single meeting. The time may be increased or decreased by the chair depending on the number of speakers. 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 three (3) minutes. The timer starts green indicating you have three (3) minutes; when the time hits one (1) minute remaining, the timer will change to yellow; when the three (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 three (3) has begun; when the time hits one (1) minute remaining; when the three (3) minutes have elapsed.

