



**COUNTY of VENTURA**  
Department of Airports

555 Airport Way, Suite B

Camarillo, Ca. 93010

Phone: (805) 388-4372

Fax: (805) 388-4366

<https://airports.venturacounty.gov>

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

**Wednesday**

**March 11, 2026**

**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](https://www.youtube.com/channel/UC4jLWASMGn4wTrEPdT8BOTQ?view_as=subscriber)
3. Participate and provide public comment via Zoom:

**WEBINAR:**

<https://us02web.zoom.us/j/86402974557?pwd=NQddmZzdHfnJYiVlckqs6jq9LOQADW.1>

**WEBINAR ID:** 864 0297 4557

**WEBINAR PASSCODE:** 149317

**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](mailto: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](mailto:555 Airport Way, Ste. B, Camarillo, CA 93010), [Attention: Lizet Kennel](mailto:Lizet Kennel). 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 – January 7, 2026**
- 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: Approval of the Capital Improvement Plan and Authorization to Apply for and Accept Aviation Grants for Camarillo and Oxnard Airports, Fiscal Years 2026–2036**

**Recommendations:**

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

1. Approve the capital improvement plan (CIP) for Camarillo and Oxnard Airports (Exhibit 1) for federal fiscal years (FFY) 2026-2036;
2. Authorize the Director of Airports or his designee, to apply for grants to fund the projects 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;***
3. Authorize the Director of Airports or his designee to accept and sign federal and state aviation grants from the FAA (Exhibit 2) and Caltrans (Exhibit 3), if offered;
4. Authorize County Counsel to execute the Certificate of Sponsor's Attorney required by FAA Grant Agreements.

**B. Subject: Receive and File Financial Reports for the Period Ending December 31, 2025**

**Recommendation:**

Staff requests that your Commission/Authorities receive and file the unaudited financial reports for the period ending December 31, 2025.

**7. REGULAR AGENDA**

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

**A. 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 Communication and Engagement Manager regarding Ventura County Airports.

**B. Subject: Receive and File Information Regarding a Request for Proposal (RFP) for Development of an approximate 11-Acre Vacant Site in the Oxnard Airport Runway Protection Zone (RPZ)**

**Recommendation:**

Receive and file staff update regarding information on the Request for Proposal (RFP) for the development of an approximate 11-acre vacant site in the Oxnard Airport Runway Protection Zone (RPZ).

**C. Subject: Receive and File Information Regarding the Requests for Proposal (RFP) for Two Sites at the Camarillo Airport for Redevelopment/Development; Site 1 of 4.1 Acres and Site 2 of 1.9 Acres**

**Recommendation:**

Receive and file staff update regarding information on the Request for Proposals for the development/redevelopment of two airfield sites at Camarillo Airport – site 1 for 4.1 acres and site 2 for 1.9 acres.

**D. Subject: Receive and File a Staff Update on the Camarillo Runway 8-26 Rehabilitation Project**

**Recommendation:**

Receive and file a staff update on the recent stakeholder presentation regarding the Camarillo Runway 8-26 Rehabilitation Project.

**E. Subject: Receive and File Aviation Advisory Commission Ad Hoc Committee Chair Update on the Continuation of Discussion Regarding Effectiveness and Efficiency of the Aviation Advisory Commission**

**Recommendation:**

Receive and file by the Ad Hoc Committee Chair (Clarke) regarding their recommendation(s) on possible changes to increase the effectiveness and efficiency of the Aviation Advisory Commission (AAC).

**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 – December 2025 – January 2026

Monthly Noise Complaints – December 2025 – January 2026

Consultant Reports (Coffman Associates) – December 2025 – January 2026

Consultant Reports (Woolpert – Camarillo Airport) – December 2025 – January 2026

Consultant Reports (Woolpert – Oxnard Airport) – December 2025 – January 2026

Consultant Reports (Mead & Hunt) – October - December 2025, January 2026

Project Status Report – January – February 2026

Airport Tenant Projects – February 2026

Revised FY 24-25 Q3 & Q4 Financials

Meeting Calendars 2026

## 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.**

Ventura County Department of Airports Request for Proposal (RFP) dated January 5, 2026, SELECTION PROCESS OF A MASTER DEVELOPER FOR AN APPROXIMATE 1.9 ACRE SITE FOR COMMERCIAL AVIATION DEVELOPMENT AT THE CAMARILLO AIRPORT

Letter from Director of Airports, Keith Freitas to Governor’s Office of Business and Economic Development (GO-Biz) California Jobs First Council dated January 9, 2026, re: Letter of Commitment for FATHOMWERX Proving Ground

Department of Airports News dated January 9, 2026, re: ATCT Teams and Department of Airports Build Partnership to Bridge Gap Between the Community and the Sky

Department of Airports News dated January 13, 2026, re: Update Regarding Changes to OXR Operational Hours

Department of Airports News dated January 23, 2026, re: FAA Continues Work on Transition to Unleaded Fuel

Department of Airports News dated February 12, 2026, re: Clarification Regarding Camarillo Airport Hangar Replacement Project

Ventura County Star article dated February 15, 2026, re: Plane crash lands in drainage ditch in Camarillo

Department of Airports News dated February 17, 2026, re: C-130 to Land at OXR Today

Department of Airports News dated February 17, 2026, re: Second Public Meeting Announced for Camarillo Airport Approach and Procedure Analysis

Department of Airports News dated February 27, 2026, re: Reminder - Second Public Meeting Announced for Camarillo Airport Approach and Procedure Analysis

Department of Airports News dated February 27, 2026, re: Update Regarding CMA Requests for Proposal

Acorn Camarillo article dated February 28, 2026, re: Public comment welcome in study tackling airport noise

Pacific Coast Business Times article dated March 3, 2026, re: CCIA 2026: Area 805 Advanced Air Mobility Test Range poised for takeoff

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

## **12. ADJOURNMENT**

The next regular Commission meeting will be on **Wednesday, April 8, 2026, at 6:30 p.m.** in the Department of Airports Administration Office Conference Room, 555 Airport Way, Suite B, Camarillo, California.

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IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT LIZET KENNEL (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/86402974557?pwd=NQddmZzdHfnJYiVlcKqs6jq9LOQADW.1>

**Webinar ID:** 864 0297 4557

**Passcode:** 149317

**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.

