



**COUNTY of VENTURA**  
**Department of Airports**

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April 8, 2025

County of Ventura  
Board of Supervisors

**Subject: Approval of the Five-Year Capital Improvement Plan (CIP) for Camarillo and Oxnard Airports for Federal Fiscal Years 2026-2030; Authorization for the Director of Airports or His Designee, to Apply for Grants to Fund Projects Scheduled for Federal Fiscal Years 2025 and 2026 Outlined in the CIP Upon Notification from the Federal Aviation Administration and the California Department of Transportation Aeronautics Program That Funds Are Available; Authorization for the Director of Airports or His Designee, to Accept and Sign Federal Aviation Administration Grants for Federal Fiscal Years 2025 and 2026, When Offered, in Estimated Amounts as Outlined in the CIP Upon Notification from the Federal Aviation Administration; Authorization for the Director of Airports or His Designee, to Apply for, Accept, and Sign for a Matching Grant from Caltrans, if Offered; and Authorization for County Counsel to Execute the Certificate of Sponsor's Attorney Required by Federal Aviation Administration Grant Agreements; Supervisorial Districts 3 and 5**

**Recommendations:**

1. Approve the five-year capital improvement plan (CIP) for Camarillo and Oxnard Airports (Exhibit 1) for federal fiscal years (FFY) 2026-2030;
2. Authorize the Director of Airports or his designee, to apply for grants to fund the projects scheduled for FFY 2025 and 2026 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 FAA Grants for FFY 2025 and 2026, when offered, in estimated amounts as outlined in the CIP upon notification from the FAA (Exhibit 2);
4. Authorize the Director of Airports or his designee, to apply for, accept, and sign for matching grants from Caltrans, if offered; and
5. Authorize County Counsel to execute the Certificate of Sponsor's Attorney required by FAA Grant Agreements.

**Fiscal Impact:**

	FY 2024-25	FY 2026-30
Revenues (Federal – FAA)	\$ 3,524,500*	\$ 83,967,096*
(State – Caltrans)	\$ 0*	\$ 596,678*
Direct Costs	\$ 3,710,000	\$ 88,386,418
Net County Cost	\$ 185,500	\$ 3,822,644

*\*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 FFY 2025 Airport Capital Improvement Plan will occur in FY 2026.*

*Sufficient revenue and appropriations are available in the FY 24-25 capital budget.*

Funding Sources: *Airport Enterprise Fund/FAA/Caltrans*  
Match Requirement: *10% of costs less any Caltrans funding (cash)*

**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 your Board's 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 2026 through 2030. The CIP provides some 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 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 and rehabilitation of the Air Traffic Control Tower facility.

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. Grant offers may be issued as early as January and as late as September with grant offers that expire within a few weeks of issuance. Often, DOA's turnaround time to submit FAA and Caltrans grant applications and accept grant offers is critical in obtaining available funds. Your Board's approval of the CIP and authorizing the Director of Airports, or his designee, to apply for and accept FAA and Caltrans grants when they become available in federal fiscal years<sup>1</sup> 2025 and 2026 benefit the DOA significantly by: (1) reducing the DOA's administrative process, and (2) expediting the DOA's turnaround time to apply for, accept 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 your Board's review and approval.

**Strategic Priority:**

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

The County Executive Office, the Auditor-Controller's Office, and County Counsel have reviewed this item. The Aviation Advisory Commission, Camarillo Airport Authority and the Oxnard Airport Authority recommend its 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

**Attachments:**

Exhibit 1 – Five-Year Capital Improvement Plan for Camarillo and Oxnard Airports  
Exhibit 2 – Grant Agreement Example

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