



# COUNTY of VENTURA

## Department of Airports

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### CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

#### MINUTES

July 10, 2025

#### 1. CALL to ORDER and PLEDGE of ALLEGIANCE

CAA Chair Tony Trembley called the meeting to order at 6:41 p.m. OAA Chair Gabe Teran then led the pledge of allegiance.

#### 2. ROLL CALL

##### CAA PRESENT

Vianey Lopez  
Tony Trembley  
Scott Barer  
Susan Santangelo

##### CAA ABSENT

Kelly Long (E)

##### OAA PRESENT

Vianey Lopez  
Barbara Filkins  
Gabe Teran  
Bert Perello

##### OAA ABSENT

Kelly Long (E)

*Excused (E)*

*Late (L)*

*Alternate (Alt)*

##### AIRPORT STAFF

Keith Freitas, Director of Airports  
Casey Pullman, Deputy Director  
Madeline Herrle, Lease Manager  
Jannette Jauregui, Communications and  
Engagement Manager  
Servando Briggs, Accounting Manager  
Ana Castro, Administration Officer  
Denise Arreola, Administrative Assistant

### 3. AGENDA REVIEW

No changes to the agenda.

### 4. APPROVAL OF MINUTES – May 8, 2025

***Camarillo Airport Authority: Upon the motion of Vice Chair Scott Barer and seconded by Councilmember Susan Santangelo, the Authority hereby approves May 8, 2025, minutes. All members voted in favor and the motion passed unanimously 4-0.***

***Oxnard Airport Authority: Upon the motion of Supervisor Vianey Lopez and seconded by Councilmember Bert Perello, the Authority hereby approves May 8, 2025, minutes. All members voted in favor and the motion passed unanimously 4-0.***

### 5. PUBLIC COMMENT PERIOD

Citizens wishing to speak to the Authorities on an airport related item must fill out a speaker card and submit it to the secretary. Comments will be limited to a maximum of **three** minutes per item.

*Speaker cards for issues NOT on the agenda must be submitted before the end of the public comment period.*

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

***No Public comments.***

### 6. REGULAR AGENDA

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

#### **CAMARILLO AND OXNARD AIRPORT AUTHORITY**

**A. Subject: Receive and File a Presentation on the Wings Over Camarillo Air Show at Camarillo Airport**

#### **Recommendation:**

Receive and file a presentation on the Wings Over Camarillo Air Show taking place on August 16<sup>th</sup> and 17<sup>th</sup>, 2025, at Camarillo Airport.

Keith Freitas, Director of Airports, introduced the item and William "Bill" Thomas, Wings Over Camarillo Air Boss. Bill Thomas provided a presentation on the 44<sup>th</sup> annual Wings Over Camarillo Air Show. This year, the air show is honoring community responders during the Mountain Fire. The Commission expressed their gratitude to all the Air Show volunteers.

***Action: Without motion, the Authorities receive the presentation on the Wings Over Camarillo Air Show at Camarillo Airport.***

**B. 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.

Jannette Jauregui, Communications and Engagement Manager, presented the Department of Airports fourteenth feature story. The segment focused on fixed based operators who are on call to respond to urgent requests for organ transplants for medical patients who are awaiting surgery.

***Action: Without motion, the Authorities receive and file the monthly staff update from the Communications and Engagement Manager regarding Ventura County Airports.***

**C. Subject: Receive and File a Staff Report Regarding Federal Aviation Administration Grant Assurances**

**Recommendation:**

Receive and file a staff report regarding Federal Aviation Administration (FAA) Grant Assurances (Obligations) for Ventura County and specifically the Department of Airports.

Keith Freitas, Director of Airports, presented the item with a staff report regarding Federal Aviation Administration obligations for the County of Ventura specifically the Department of Airports. In detail, it clarifies what the grant assurances cover and the duration period throughout both Airports.

***Without motion, the Authorities receive the staff report regarding the Federal Aviation Administration Grant Assurances.***

**CAMARILLO AIRPORT AUTHORITY**

**D. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, the Proposed Termination of Lease Agreement with the Ventura County Fire Protection District for 165 Durley Avenue, Camarillo, California Located at the Camarillo Airport**

**Recommendation:**

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

Approve, and authorize the Director of Airports or his designee to sign, the proposed termination of lease agreement with the Ventura County Fire Protection District for 165 Durley Avenue, Camarillo, California located at the Camarillo Airport (Exhibit 1).

Madeline Herrle, Lease Manager, presented this item for its recommended approval and authorization to the proposed termination of the lease agreement with the Ventura County Fire Protection District. The presentation affirmed the County Executive Offices will pay out the remaining amount owed for the years left on lease. Comments and questions from the Authorities were addressed by airport staff.

***Camarillo Airport Authority: Upon the motion of Councilmember Susan Santangelo and seconded by Vice Chair Scott Barer, the Authority hereby approves the recommendation as stated in the respective agenda letter for Regular item 6.D. All members voted in favor and the motion passed unanimously 4-0.***

**E. Subject:** Approval of, and Authorization for the Director of Airports or His Designee to Sign, the Proposed Lease Amendment with the Ventura County Fire Protection District for 160 Durley Avenue, Camarillo, California Located at the Camarillo Airport

**Recommendation:**

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

Approve, and authorize the Director of Airports or his designee to sign, the proposed lease amendment with the Ventura County Fire Protection District lease for 160 Durley Avenue, Camarillo, California located at the Camarillo Airport (Exhibit 1).

Madeline Herrle, Lease Manager, presented this item for its recommended approval and authorization to the proposed lease amendment with the Ventura County Fire Protection District. Similar to item 6.D., the County Executive Offices will pay out the remaining amount owed for the years left on lease.

***Camarillo Airport Authority: Upon the motion of Vice Chair Scott Barer and seconded by Councilmember Susan Santangelo, the Authority hereby approves the recommendation as stated in the respective agenda letter for Regular item 6.E. All members voted in favor and the motion passed unanimously 4-0.***

**7. DIRECTOR'S REPORT**

Director Freitas followed up with Councilmember Bert Perello's inquiry from the March 13, 2025, meeting regarding the compensation difference between Oxnard Airport Authority public member and Camarillo Airport Authority public member. Per County Counsel, the compensation allowance for Oxnard public member was captured in the bylaws when Oxnard wrote theirs, and Camarillo Authorities did not capture the same for their public member. The bylaws that were set for Oxnard Airport Authority in 1976 and for Camarillo Airport Authority in 1980, would need to be reopened if the public member compensation allotment is requested.

Director Freitas announced the arrival of the DC-3 aircraft at Oxnard Airport. He noted that the Department of Airports has been working for nearly four years to raise the airport's visibility with more to come from Communications and Engagement Manager, Jannette Jauregui. The historical DC-3 aircraft had about 10,000 made but currently only 100 flying in the world and is expected to help draw greater community interest to Oxnard Airport.

The Department of Airports welcomes the arrival of Accounting Manager, Servando Briggs; who comes from the Ventura County Harbor Department. Servando's new role takes over the position previously held by the now retired, Jamal Ghazaleh. We're happy to have him at the Department of Airports.

Director Freitas provided an update on the Advanced Air Mobility Test Range. Director Freitas and Deputy Director Pullman continue their developments by meeting with local air traffic control and the FAA. The presentation map showed how congested the airspace over the Los Angeles basin is, which allows Ventura County less congested airspace to be a good location to develop a new test range. At the City of Camarillo Council meeting a representative asked about autonomous flying, and Director Freitas explained the difference.

***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 – April – May 2025

Monthly Noise Complaints – April – May 2025

Consultant Reports (Coffman Associates) – April – May 2025

Consultant Reports (Woolpert – Camarillo Airport) – April – May 2025

Consultant Reports (Woolpert – Oxnard Airport) – April – May 2025

Project Status Report – April – May 2025

Meeting Calendars

***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.**

Pacific Business Times article dated February 21, 2025, re: Our View: Camarillo Airport soars in delivering fire support

Ventura County Star article dated April 24, 2025, re: US Army skydiving team makes tandem jumps over Oxnard

Ventura County Star article dated May 1, 2025, re: Veterans in 80s, 90s climb into cockpit for Dream Flights out of Camarillo Airport

Letter from Lease Manager, Madeline Herrle to Matt Johnston, California Aeronautical University, dated May 5, 2025, re: Development of Fuel Farm/Self Serve at Oxnard Airport

Letter from Lease Manager, Madeline Herrle to Zachary Taitt, Kimley Horn dated May 20, 2025, re: Camarillo Airport – Development Standards Business Park and Airside

Aviation Week Intelligence Network – Business Aviation article dated May 29, 2025, re: Golden West Jet Center FBO At Oxnard Airport To Close

Ventura County Department of Airports Request for Qualifications (RFQ) dated June 5, 2025 for Analysis and Recommendations for 1) Rent and Fee Methodology Policies and Standards, 2) Market Study (comparable and competitive) and 3) Proposed Rent and Fee Structures for CMA and OXR

Letter to Judy Phelps – CP Aviation from Communications and Engagement Manager, Jannette Jauregui, dated June 12, 2025, re: Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Letter to Rheem Aviation LLC from Communications and Engagement Manager, Jannette Jauregui, dated June 12, 2025, re: Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Department of Airports announcement – Mark Your Calendars! Ventura County Department of Airports Part 150 Noise Compatibility Program Final Public Hearings – August 4, 2025, at 6:00 p.m. at Ventura County Office of Education (Camarillo Airport) and August 5, 2025, at 6:00 p.m. at Holiday Inn Oxnard North – formerly Courtyard by Marriott (Oxnard Airport).

***Correspondence was received and filed.***

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

Councilmember Barbara Filkins shares a story about the Condor flight she did. The airplane flown was instrumented to track condors for Santa Barbara Zoo. Together with zoo scientist, the first test flight found five lost condors. Clearance to fly was needed from the active military operations between Hopper Canyon and towards Tehachapi/Kernville. At that time, just before approach three condors in flight were seen. It was a very successful first mission.

## 11. ADJOURNMENT

There being no further business, the July 10, 2025, meeting of the Camarillo Airport Authority and Oxnard Airport Authority adjourned with all Authority members in favor at 7:29 p.m.

The next regular Authority meeting will be on **Thursday, August 14, 2025, at 6:30 p.m.** in the Department of Airports Administration Office Conference Room, 555 Airport Way, Suite B, Camarillo, California.

A handwritten signature in blue ink, appearing to read 'K. Freitas', with a stylized, cursive script.

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