



COUNTY of VENTURA

Department of Airports

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CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

MINUTES

September 11, 2025

1. CALL to ORDER and PLEDGE of ALLEGIANCE

CAA Chair Tony Trembley called the meeting to order at 6:31 p.m. Supervisor Kelly Long then led the pledge of allegiance.

2. ROLL CALL

CAA PRESENT

Vianey Lopez
Kelly Long
Tony Trembley
Scott Barer
Susan Santangelo

CAA ABSENT

OAA PRESENT

Vianey Lopez
Kelly Long
Barbara Filkins
Gabe Teran

OAA ABSENT

Bert Perello

Excused (E)

Late (L)

Alternate (Alt)

AIRPORT STAFF

Keith Freitas, Director of Airports
Erin Powers, Deputy Director
Casey Pullman, Deputy Director
Madeline Herrle, Lease Manager
Servando Briggs, Accounting Manager
Ana Castro, Administration Officer
Denise Arreola, Administrative Assistant
Lizet Kennel, Management Assistant

3. AGENDA REVIEW

Director Keith Freitas shares that a late public comment was received prior to the meeting. The public comment, from Point Mugu Naval Base Public Information Officer, will be distributed and posted after the meeting. Additionally, will also be discussed during the Director's Report.

Director Freitas also shares that two public comments (related to item 7.C) were received via e-mail. The comments have been distributed to the Authorities and posted to the website.

4. APPROVAL OF MINUTES – July 10, 2025

Camarillo Airport Authority: Upon the motion of Supervisor Kelly Long and seconded by Vice Chair Scott Barer, the Authority hereby approves July 10, 2025, minutes. All members voted in favor and the motion passed unanimously 5-0.

Oxnard Airport Authority: Upon the motion of Supervisor Vianey Lopez and seconded by Vice Chair Barbara Filkins, the Authority hereby approves July 10, 2025, minutes. All members voted 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. 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 Authorities on the Regular Agenda. Consent items are heard at the Authorities' discretion and will be heard after the final Regular agenda item.

CAMARILLO AND OXNARD AIRPORT AUTHORITY

A. Subject: Review and Approval of the 2026 Camarillo and Oxnard Airport Authority Meeting Calendar

Recommendation:

Staff requests that your Authorities review and approve the 2026 Camarillo and Oxnard Airport Authority 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 or TERMS	REVISED CONTRACT TERMS	CHANGE IN TOTAL CONTRACT COST
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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

CAMARILLO AIRPORT AUTHORITY

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).

No discussion as to the Consent agenda was initiated by the Authorities. The meeting proceeded with motioning approval of the Consent agenda and then to the Regular agenda.

Camarillo Airport Authority: Upon the motion of Supervisor Kelly Long and seconded by Councilmember Susan Santangelo, the Authority hereby approves the recommendations as stated in the respective agenda letters for Consent items 6.A through 6.D. All members voted in favor and the motion passed unanimously 5-0.

Oxnard Airport Authority: Upon the motion of Supervisor Vianey Lopez and seconded by Chair Gabe Teran, the Authority hereby approves the recommendations as stated in the respective agenda letters for Consent items 6.A through 6.C. All members voted in favor and the motion passed unanimously 4-0.

7. 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 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.

Erin Powers, Deputy Director, presented the item to the Authorities with a staff update on Part 150 Noise Studies for Camarillo and Oxnard Airports. A timeline of the study progress and next steps were covered.

Action: Without motion, the Authorities receives and files the staff update on current Part 150 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.

Sujin Beck, Projects Assistant, presented the item to the Authorities. The staff update of the Camarillo Beacon project provided the location, cost and timeline of the project. Questions from the Authorities were heard and addressed by staff. Public comment heard.

Action: Without motion, the Authorities receives and files 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.

Keith Freitas, Director of Airports, presented the item to the Authorities. The presentation provided an update regarding two separate requests to develop at Camarillo Airport now that the Airport Layout Plan Update has been completed. The Department of Airports will next solicit for other competitive interest as required by the FAA. Questions and comments from the Authorities were heard and addressed by staff. Public comment was heard.

Without motion, the Authorities receives and file a staff presentation regarding solicitation for letters of interest – development parcels at Camarillo Airport.

CAMARILLO AIRPORT AUTHORITY

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.

Erin Powers, Deputy Director, presented the item to the Authorities for its recommended approval and authorization to sign a consulting services contract with Ninyo & Moore. The presentation gave an overview of the services Ninyo & Moore would provide at Oxnard Airport related to Per and Polyfluoroalkyl Substances Soil (PFAS).

Action: Upon the motion of Supervisor Vianey Lopez and seconded by Vice Chair Barbara Filkins, the Authority hereby approves the recommendations as stated in the respective agenda letter for item 7.D. All members voted and the motion passed unanimously 4-0.

8. DIRECTOR'S REPORT

Director Freitas opened the Director's Report by introducing Lizet Kennel as the new Management Assistant for the Department of Airports.

Heart Aerospace, a Swedish based company, relocated its headquarters to Irvine, California. Heart Aerospace focuses on midsize electric engines, that can accommodate 70 passengers. Their team was looking for a research and development test range. We were able to offer a 6-month lease at Oxnard Airport. We're excited share that we will have a video to present at the next meeting. This pushes our Advanced Air Mobility that we are encouraging at Oxnard Airport.

On August 7th, the Canyon Fire broke out near the Ventura-Los Angeles County line. Camarillo Airport served as a staging area to help support firefighting efforts. The Ventura County Fire and Sheriff's Air Units assisted in responding quickly and effectively. The Canyon Fire was 91% contained within just a couple of days and fully contained by August 14th. Another outstanding job by our Ventura County Air Units.

The Wings Over Camarillo held its 44th annual event on August 17th and 18th. The Department would like to thank (Air Boss) Bill Thomas, and all the volunteers for organizing such a well-run and successful event. Bill is still finalizing the numbers, but the preliminary count shows approximately 17,000 attendees. He will provide a full debriefing at one of the upcoming meetings.

Director Freitas shared the image of him participating in the Pivitol flight simulator. The 3-D goggles offer a real-life experience. During the Saturday event, Pivitol demonstrated a single person electric aircraft.

As briefly mentioned in the agenda review, the Point Mugu Public Information Officer informed us today that there will be increased air activity from September 5th through 19th, with the possibility of it extending beyond that period. Our Public Information Officer (Jannette Jauregui) will share this announcement with the Airports contact list.

Ventura County Animal Services located at Camarillo Airport hosted its annual Clear the Shelters event on August 23rd. Animal Services reported they had a great turnout, and 68 animals found homes that day. That's approximately a week's worth of adoptions in a single day. It was a very successful event.

Erin Powers and her team working with Congresswoman Brownley's office secured a \$3-million grant for Oxnard Airport. The grant was backpay for the final work on Taxiway F and final paving project at Oxnard Airport. The cost was upfronted with no guarantee of reimbursement, but it was received and appreciated.

The Commemorative Air Force (CAF) is hosting the B-17 Sentimental Journey from September 22nd to September 29th. Public tours and rides will be available to the public and can be arranged on their website.

Several years ago, the Sheriff's Academy utilized a portion of the abandoned runway at Camarillo Airport for high-speed vehicle training, and are requesting to do so again. Airport staff is reassessing that request and working with our engineering consultants to determine whether such use would be permissible. The training is typically held twice a year for its academy recruits.

Lastly, Director Freitas Reminds the Authorities that the terms for our two public members, Barbara Filkins and Scott Barer, expire on February 28, 2026. The Department will announce the application process for the new Camarillo/Oxnard Airport Authority public member in November. The next public member term will commence in March 2026.

Director's Report was received and filed.

9. 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 – 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

Reports were received and filed.

10. 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.

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

Correspondence was received and filed.

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

Supervisor Kelly Long recognized the Wings Over Camarillo Air Show for a phenomenal event. The air show effectively promotes general aviation and the important roles it plays in supporting the Camarillo/Oxnard Airports and the community.

CAA Chair Tony Trembley agreed with Supervisor Kelly Long's comment. He thanked Bill Thomas (in attendance) and the volunteers for the great team effort.

OAA Vice Chair Barbara Filkins shared the 2025 Aviation STEM/Career Day will take place on October 17th at the Commemorative Air Force Museum. It's an exciting event for middle and high school students. This year, more students are already registered than there were in attendance last year.

OAA Chair Gabe Teran, acknowledged the historical impact of September 11th. Thanked Airport staff of their efforts for safely running the airports.

12. ADJOURNMENT

There being no further business, the September 11, 2025, meeting of the Camarillo Airport Authority and Oxnard Airport Authority adjourned with all Authority members in favor at 7:32 p.m.

The next regular Authority meeting will be on **Thursday, October 9, 2025, 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