



AVIATION ADVISORY COMMISSION

MINUTES

September 10, 2025

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, John Corneau, called the meeting to order at 6:30 p.m. and led the pledge of allegiance.

2. ROLL CALL

PRESENT

John Corneau
Jerrold Abramson
Clarke Cramer
Mark McCamish
Bruce Martin
Rich Weyek
Matthew Johnston

ABSENT

Steve Tannehill (*E*)
Sean Colvin (*E*)

Excused (E)

Late (L)

Absent (A)

AIRPORT STAFF

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

3. AGENDA REVIEW

Director Keith Freitas shared that the two public comments (related to item 7.C) were received via e-mail. The comments were posted and shared with the Commission prior to the meeting.

4. APPROVAL OF MINUTES – July 9, 2025

Action: Upon the motion of Commissioner Mark McCamish and seconded by Commissioner Clarke Cramer, the Commission hereby approves the July 9, 2025, minutes. All members voted and the motion passed unanimously 6-0 with one abstention from Chair John Corneau.

5. PUBLIC COMMENT - Citizens wishing to speak to the Commission 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 comment made.

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 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).

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

Action: Upon the motion of Commissioner Marc McCamish and seconded by Vice Chair Matthew Johnston, the Commission hereby approves the recommendations as stated in the respective agenda letters 6.A through 6.D. All members voted and the motion passed unanimously 7-0.

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.

Erin Powers, Deputy Director, presented the item to the Commission 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 Commission receives and files a 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 Commission. The staff update of the Camarillo Beacon project provided the location, cost and timeline of the project. Questions from the Commission were heard and addressed by staff.

Action: Without motion, the Commission 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 Commission. The presentation provided an update to the Commission of the Departments' potential interest to work with developers at Camarillo Airport now that the Airport Layout Plan is finalized. Questions and comments from the Commission were heard and addressed by staff. Public comments were heard.

Action: Without motion, the Commission receives and files a staff presentation regarding solicitation for letters of interest – development 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.

Erin Powers, Deputy Director, presented the item to the Commission 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 Commissioner Jerrold Abramson and seconded by Commissioner Bruce Martin, the Commission hereby approves the recommendations as stated in the respective agenda letter for item 7.D. All members voted and the motion passed unanimously 7-0.

8. DIRECTOR'S REPORT

Director Freitas opened the Director's report by sharing Heart Aerospace, a Swedish based company, relocated its headquarters to Irvine, California. Their team will be utilizing office space at the terminal at Oxnard Airport for 6-months, and will use 100x100 ramp space directly in front of the terminal. The large electric engines can accommodate 70 passengers. This development is in the realm mode of Advanced Air mobility that the Department of Airports is trying to encourage, specifically at Oxnard Airport.

On August 7th, the Canyon Fire erupted near the Ventura – Los Angeles County line. Camarillo Airport had a significant role in serving as a small helibase to support firefighting efforts. The helicopters arrived from the Los Angeles region to stage and prepare. Back-up units and our own (Ventura County Sheriffs Aviation and Fire unit) knocked that fire down within the first couple days. The fire was at a 91% containment in four (4) days, and 100% containment within seven (7) days. They did a fabulous job.

The Wings Over Camarillo Air Show was held on August 17th and 18th. The well organized and excellent event has a preliminary number 17,000 guests attended. The air boss did a fabulous job making adjustments when the weather did not cooperate in the morning. The Department did not receive any noise complaints over the two-day event. Jannette Jauregui, our Communications and Engagement Manager, did a fabulous job getting the word out in advance to the community. The air boss will do a full debrief at a future meeting.

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.

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.

Erin Powers and her team working with Congresswoman Brownley's office secure 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.

The Ventura County Criminal Justice Training Academy has requested from the Department of Airports to use of a portion of the abandoned runway for emergency vehicle operations class. Airport staff are reassessing that request and are working with our engineer consultants to determine if that would even be allowed. The training is held two times per year for its academy recruits.

In the months to come, the Department will be announcing the application process for the new Camarillo/Oxnard Airport Authority public member. The current public members Barbara Filkins and Scott Barer hold their current positions through February 28, 2026. The new public member cycle will begin in March of 2026.

Lastly, Director Freitas announces Lizet Kennel as the new Management Assistant for the Department of Airports.

Director's Report was received and filed.

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

Reports were received and filed.

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

Correspondence was received and filed.

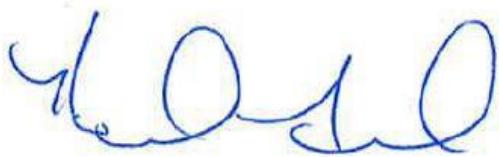
11. COMMISSION COMMENTS – Comments by Commission members on matters deemed appropriate.

No Commission comments.

12. ADJOURNMENT

There being no further business, a motion to adjourn the September 10, 2025, meeting of the Aviation Advisory Commission was made by Chair John Corneau and seconded by Commissioner Jerrold Abramson at 7:14 p.m.

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.

A handwritten signature in blue ink, appearing to read "Keith Freitas".

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