



# COUNTY *of* VENTURA

## Department of Airports

555 Airport Way, Suite B  
Camarillo, CA 93010  
Phone: (805) 388-4372  
Fax: (805) 388-4366  
<https://vcairports.org>

### CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

#### MINUTES

October 12, 2023

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

CAA Chair, Scott Barer, called the meeting to order at 6:30 p.m. and Vice Mayor of Camarillo Tony Trembley led the pledge of allegiance.

#### 2. ROLL CALL

##### CAA PRESENT

Vianey Lopez  
Martita Martinez-Bravo  
Scott Barer  
Kelly Long (L)  
Tony Trembley (Alt)

##### CAA ABSENT

Susan Santangelo (E)

##### OAA PRESENT

Vianey Lopez  
Kelly Long (L)  
John Zaragoza (Alt)  
Eugene Fussell

##### OAA ABSENT

Bert Perello (E)  
Gabe Teran (E)

*Excused (E)*

*Late (L)*

*Alternate (Alt)*

##### AIRPORT STAFF

Keith Freitas, Director of Airports  
Dave Nafie, Deputy Director  
Erin Powers, Projects Administrator  
Jamal Ghazaleh, Accounting Manager  
Jannette Jauregui, Communications & Engagement Manager  
Denise Arreola, Management Assistant

### **3. AGENDA REVIEW**

No changes to the agenda.

### **4. APPROVAL OF MINUTES – July 13, 2023, and September 14, 2023**

***Camarillo Airport Authority: Councilmember Martita Martinez-Bravo moved to approve the July 13, 2023, and September 14, 2023, meeting minutes and Chair Scott Barer seconded the motion. All members voted and the motion passed 3-0 with one abstention from Vice Mayor Tony Trembley. Supervisor Kelly Long was absent for the vote.***

***Oxnard Airport Authority: Supervisor Vianey Lopez moved to approve the July 13, 2023, and September 14, 2023, meeting minutes and Chair Eugene Fussell seconded the motion. All members voted and the motion passed 3-0. Supervisor Kelly Long was absent for the vote.***

### **5. PUBLIC COMMENT PERIOD**

Public comments heard.

### **6. NEW BUSINESS**

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

**A. Subject: Review and Approval of the 2024 Camarillo and Oxnard Airport Authorities Meeting Calendar**

#### **Recommendation:**

Staff requests that your Authorities review and approve the 2024 Camarillo and Oxnard Airport Authorities meeting calendar.

Keith Freitas, Director of Airports, presented the 2024 Camarillo and Oxnard Airport Authority meeting calendar.

***Camarillo Airport Authority: Councilmember Martita Martinez-Bravo moved to approve the 2024 Camarillo Airport Authority meeting calendar and Chair Scott Barer seconded the motion. All members voted and the motion passed unanimously 4-0. Supervisor Kelly Long was absent for the vote.***

***Oxnard Airport Authority: Supervisor Vianey Lopez moved to approve the 2024 Oxnard Airport Authority meeting calendar and Mayor John Zaragoza seconded the motion. All members voted and the motion passed unanimously 3-0. Supervisor Kelly Long was absent for the vote.***

**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 item with a feature story about Al Cossey from Angel Flight. Comments were welcomed from the Authorities.

***Camarillo Airport Authority: Chair Scott Barer moved to receive and file the staff update and Vice Mayor Tony Trembley seconded the motion. All members voted and the motion passed unanimously 4-0. Supervisor Kelly Long was absent for the vote.***

***Oxnard Airport Authority: Mayor John Zaragoza moved to receive and file the staff update and Supervisor Vianey Lopez seconded the motion. All members voted and the motion passed unanimously 3-0. Supervisor Kelly Long was absent for the vote.***

**C. Subject: Receive and File Financial Reports for the Period Ending June 30, 2023**

**Recommendation:**

Staff requests that your Commission/Authorities receive and file the unaudited financial reports for the period ending June 30, 2023.

Keith Freitas, Director of Airports, presented the item and reviewed a five-year operating statement summary. Questions regarding the financial reports were received and addressed.

***Camarillo Airport Authority: Chair Scott Barer moved to receive and file the financial reports for the period ending June 30, 2023, and Councilmember Martita Martinez-Bravo seconded the motion. All members voted and the motion passed unanimously 4-0. Supervisor Kelly Long was absent for the vote.***

***Oxnard Airport Authority: Supervisor Vianey Lopez moved to receive and file the financial reports for the period ending June 30, 2023, and Mayor John Zaragoza seconded the motion. All members voted the motion passed unanimously 3-0. Supervisor Kelly Long was absent for the vote.***

**D. Subject: Receive and File a Staff Update on Current Part 150 Noise Compatibility Studies for Camarillo and Oxnard Airports**

**Recommendation:**

Receive and file an update on current Part 150 airport noise compatibility studies for Camarillo and Oxnard Airports.

Erin Powers, Projects Administrator, presented the item. Comments and questions were received from the Authorities and addressed by staff. Concerns regarding the material printing issues to be addressed by staff in the days to follow.

Supervisor Kelly Long joined the Authorities meeting at 6:57 p.m.

***Camarillo Airport Authority: Councilmember Martita Martinez-Bravo moved to receive and file the staff update and Vice Mayor Tony Trembley seconded the motion. All members voted and the motion passed unanimously 5-0.***

***Oxnard Airport Authority: Mayor John Zaragoza moved to receive and file the staff update and Supervisor Vianey Lopez seconded the motion. All members voted the motion passed unanimously 4-0.***

**7. DIRECTOR'S REPORT**

The timeline of the private hangar lease transition was updated after receiving feedback from Authority members. The notice of final date to complete documentation has been pushed to December 1, 2023, for the last 20-25 or so private hangars.

The Department is in its final steps to acquire the second Airport Rescue and Fire Fighting (ARFF) vehicle from San Francisco Airport. A separate ARFF vehicle was previously donated by Burbank Airport earlier this year and is now onsite at Oxnard Airport.

Department of Airport staff participated in team building exercises at the Strategic Planning meeting held on October 11, 2023, at the Administration Office. The kickoff meeting provided survey feedback from internal and external stakeholders. The purpose of the meeting is to help Department staff identify where we currently are and envision where the Department is headed the next 10-years. The meeting was positively received. Further updates to follow as staff moves forward in the process.

The Department will host their second Airport Layout Plan meeting at the Camarillo Library located at 4101 Las Posas Road in Camarillo from 5:30 p.m. to 7:30 p.m. on November 14, 2023.

***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 – August 2023  
Monthly Noise Complaints – August 2023  
Consultant Reports (Coffman Associates) – August 2023  
Consultant Reports (Jviation – Camarillo Airport) – August 2023  
Consultant Reports (Jviation – Oxnard Airport) – August 2023  
Airport Tenant Projects – September 2023  
Project Status Report – September 2023  
Meeting Calendar

***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.**

Letter to Accurate Steel of Ohio LLC dated September 1, 2023, from Communications & Engagement Manager Janette Jauregui re Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Letter to 9K Air LLC dated September 1, 2023, from Communications & Engagement Manager Janette Jauregui re Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Letter to Noel Air LLC dated September 11, 2023, from Communications & Engagement Manager Janette Jauregui re Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Department of Airports News dated September 14, 2023, re Local Pilot Volunteers Time, Resources to Conservation Work

Newspaper posting in Vida Bilingual Publication dated September 21, 2023, re Community Invitation to Part 150 Study at Oxnard Performing Arts Center

Article dated September 23, 2023, by Camarillo Acorn re Community Invited to Airport Noise Workshop (including flyer)

Article dated September 24, 2023, by Vida, a Bilingual Publication re Mural Dedication in Honor of Carmen Ramirez

Department of Airports Airport Noise Study Fact Sheet for Part 150 Studies in Oxnard dated September 2023

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

## **10. AUTHORITY COMMENTS**

No Authority comments.

## **11. ADJOURNMENT**

There being no further business, the October 12, 2023, meeting of the Camarillo Airport Authority and Oxnard Airport Authority was adjourned with all Authority members in favor at 7:35 p.m.

The next regular Authority meeting is scheduled on **Thursday, December 14, 2023, 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