



# COUNTY OF LOS ANGELES

## AVIATION COMMISSION

*"To Enrich Lives Through Effective and Caring Service"*

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Gail Farber  
Director of Public Works

## COMMISSIONERS

**PENELOPE CORNWALL**  
CHAIR

**GEORGE G. BUTTS**  
VICE-CHAIRMAN

**ANGELO R. CARDONO**  
SECRETARY

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**PETER AMUNDSON**  
MEMBER

**BOBBY E. CHASE**  
MEMBER

**HARVEY HOLLOWAY**  
MEMBER

**DENNIS C. LORD**  
MEMBER

**CLINTON SIMMONS**  
MEMBER

**ARON A. WOLF**  
MEMBER

## LOS ANGELES COUNTY AVIATION COMMISSION

**MARCH 25, 2009, MEETING**

**El Monte Airport**

**4233 Santa Anita Avenue**

**El Monte, CA 91731-1697**

### IN ATTENDANCE

Chair Penelope Cornwall  
Vice Chairman George G. Butts  
Secretary Angelo R. Cardono  
Commissioner Evelyn Jerome Alexander  
Commissioner Bobby E. Chase  
Commissioner Clinton Simmons  
Commissioner Harvey Holloway  
Commissioner Peter Amundson

### OFFICIALLY EXCUSED

Commissioner Aron A. Wolf  
Commissioner C. Dennis Lord

### LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC WORKS STAFF

Mr. William H. Higley, Deputy Director, Administration  
Mr. Richard L. Smith, Chief, Aviation Division  
Mr. Bill Bird, Assistant Division Chief, Aviation Division  
Mr. George Gomez, Staff Assistant, Aviation Division

### AMERICAN AIRPORTS - AIRPORT SERVICES DIVISION STAFF

Mr. Scott Wardle, Regional Director  
Mr. Jared Fox-Tuck, Manager, Brackett Field Airport  
Mr. Andrew Marino, Manager, Compton/Woodley Airport  
Mr. Steve Irving, Manager, General Wm. J. Fox Airfield  
Mr. Rafael Herrera, Manager, El Monte Airport  
Mr. Jason Morgan, Manager, Whiteman Airport

### GUESTS

Mr. Les Slifkin – San Gabriel Valley Airport Association  
Mr. Jorge Villanueva – Pacoima Beautiful  
Mr. George Prewitt – General Wm. J. Fox Airfield Association

## **CALL TO ORDER**

Chair Penelope Cornwall called the meeting to order at 10 a.m.

### **A. PLEDGE OF ALLEGIANCE**

Vice Chairman Butts led the Pledge of Allegiance.

### **B. MATTERS FOR CONSIDERATION AND ACTION BY THE COMMISSION**

#### **1. February 25, 2009, Minutes**

A motion was made by Commissioner Evelyn Jerome Alexander and seconded by Commissioner George G. Butts to approved and adopted the minutes.

Correction to the February 25, 2009, minutes: The Minutes were approved and adopted on a motion by Commissioner Evelyn Alexander and seconded by Commissioner Dennis C. Lord.

#### **2. American Airports - Project Manager's Report**

Mr. Scott Wardle reported that fuel sales are increasing.

Mr. Jason Morgan reported on events at Whiteman Airport:

- Vista Aviation has fully relocated to its new site.
- The public meeting regarding the Master Plan Update for Whiteman Airport was held on March 11, 2009, and it was productive and well attended.
- The Whiteman Airport Association meeting was held on March 19, 2009. The next meeting is scheduled for April 15, 2009.
- A security and safety meeting was held and was well attended. A list of security issues was developed by the working group. The next meeting is scheduled for May 14, 2009, at 6 p.m.
- On March 6, 2009, the fuel island dispenser broke down. There were no interruptions in service to customers because American Airports Corporation (AAC) provided fuel from the fuel trucks.

Mr. Jared Fox-Tuck reported on events at Brackett Field Airport:

- On March 19, 2009, President Obama visited Los Angeles and used Brackett Field Airport to fly out of La Verne. Airport business was as normal as possible.

- The Federal Aviation Administration (FAA) and California Department of Transportation (Caltrans) performed the annual 5010 airport inspection.
- The removal of recreational vehicles that were parked on the airport is complete. An adequate amount of vacant land is available.
- The 3 to 4 acre crack sealing project was completed at the north side of the airport.
- The wash rack on the south side of the field is temporarily out of service due to plumbing issues. AAC will be selecting a contractor for repairs and it is expected to be completed within a few days.

Mr. Steve Irving reported on events at General Wm. J. Fox Airfield:

- The Ninety-Nines International Organization of Women Pilots annual poker run concluded at Brackett Field Airport. The event was attended by 130 participants, and AAC hosted a barbeque.
- AAC is currently advertising the vacant, old Flight Service Station building and is considering hiring a real estate agent to help market this property.

Commissioner Simmons inquired about how the airport business is being impacted due to the current economic times. Mr. Irving stated that business is healthy. General Wm. J. Fox Airfield is doing well, and all tenants are up-to-date with rent fees.

Mr. Andrew Marino reported on events at Compton/Woodley Airport:

- The lighting and ceiling project at the pilot's lounge is complete.
- Repairs were done to the main doors of the administration building as part of an energy savings improvement.
- The second underground fuel storage tank is now operational; testing and upgrades are complete.
- The Young Eagles event was hosted on March 21, 2009.
- On March 13, 2009, Caltrans performed the annual 5010 airport inspection.

Chair Cornwall inquired about what AAC is doing to improve energy savings. Mr. Wardle commented that one of his objectives is to reduce utility expense. In addition, AAC and the Aviation Division are discussing the possibility of installing Pilot Control Lighting (PCL) at all County airports.

Mr. Rafael Herrera reported on events at El Monte Airport:

- On March 13, 2009, El Monte Airport had the annual 5010 inspection; the inspector made minor recommendations. One of the recommendations was to replace the small windsock. It was ordered and will be replaced some time this week.
- El Monte Airport hosted a Safety Meeting on March 13, 2009. A question-and-answer segment was offered by the Traffic Control Tower. This meeting will be held every other month.
- Nick Lentine, the original owner of El Monte airport, passed away. Historical pictures and information are being displayed at the airport's lobby.

Commissioner Simmons inquired if the local tower allows students to visit and observe the tower. Mr. Wardle informed that tours are available if a request is submitted in advance.

**3. County Contract Administrator's Report – Mr. Richard Smith**

- The Commission was provided with copies of the expense and revenue report for the month of February and the offered to answer any questions.

Commissioner Simmons inquired about the difference between contract administration and services by contract. Mr. Smith stated that the contract administration reflects in-house labor costs, and the service by contract is payments/expenses to contractors.

- The annual Customer Service Survey will be distributed to all airport tenants by the end of March and will also be available on the Aviation Commission website.
- A grant was approved for the installation of Automated Weather Observation Systems (AWOS), at Bracket Field, Compton/Woodley, Whiteman, and El Monte Airports. Construction is expected to begin this summer.
- A Notice to Proceed (NTP) was issued to Kimley-Horn and Associates for the Minimum Standards for Aeronautical Activities project. Work will begin April 1, 2009, and will last five months.
- The plan specifications for the Lighting and Signage Relocation at Brackett Field Airport will be sent to the FAA and Caltrans for review.
- A contract is in place for the Americans with Disabilities Act (ADA) Compliance and Picnic Area Improvement project at Brackett Field Airport. Furnishings were ordered and delivery is expected by May 2009.

- The final plans for the El Monte Airport Taxiway Development were received from the consultant, and bids are expected to begin by the end of June 2009. The estimate for this project is \$1 million.
- The Interim Report for the Whiteman Airport Master Plan Update is posted on the Aviation Commission website. A public meeting to discuss the project was held on March 11, 2009.
- A Request for Qualifications (RFQ) is being prepared to select consultants for the General Wm. J. Fox Airfield Master Plan Update.

**C. PUBLIC COMMENT – OPEN FORUM**

Mr. Les Slifkin expressed his concern regarding the Possesory Interest Tax rate. Mr. Smith stated the assessment of the tax is handled by the Assessor's Office and is not controlled by Public Works.

Mr. George Prewitt expressed his and General Wm. J. Fox Airfield Airport Association's concerns regarding the annual aircraft hangar rent increase. He also requested to have blinds installed at the windows of the General Wm. J. Fox Airfield administration building. Mr. Wardle stated AAC and the Aviation Division are seeking alternatives to solve the window issue. Regarding the rent increase, AAC is looking at a couple of options.

**OTHER ITEMS**

Chair Cornwall introduced Mr. Harvey Holloway and Mr. Peter Amundson as the new members of the Aviation Commission. Both Commissioners were appointed by Supervisor Michael D. Antonovich.

**D. THE NEXT AVIATION COMMISSION MEETING WILL BE HELD ON:**

**Wednesday, April 29, 2009, at 10 a.m.  
Whiteman Airport  
12653 Osborne Street  
Pacoima, CA 91331-2192  
(818) 896-5271**

Chair Penelope Cornwall adjourned the meeting at 11:05 a.m.

Respectfully submitted,

Secretary Angelo Cardono  
Los Angeles County Aviation Commission