



GAIL FARBER
Director of Public Works

COUNTY OF LOS ANGELES

AVIATION COMMISSION

"To Enrich Lives Through Effective and Caring Service"

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LOS ANGELES COUNTY AVIATION COMMISSION

January 30, 2013, Meeting

Brackett Field Airport

1615 McKinley Avenue

La Verne, CA 91750-5846

(909) 593-1395

COMMISSIONERS

DENNIS C. LORD
CHAIRMAN

PETER AMUNDSON
VICE CHAIRMAN

HARVEY HOLLOWAY
SECRETARY

GEORGE G. BUTTS
MEMBER

ANGELO R. CARDONO
MEMBER

BOBBY E. CHASE
MEMBER

PENELOPE CORNWALL
MEMBER

CLINTON SIMMONS
MEMBER

ARON A. WOLF
MEMBER

VACANT
MEMBER

IN ATTENDANCE

Chairman Dennis C. Lord
Vice Chairman Peter M. Amundson
Secretary Harvey A. Holloway
Commissioner Angelo R. Cardono
Commissioner Bobby E. Chase
Commissioner Clinton Simmons

OFFICIALLY EXCUSED

Commissioner George G. Butts
Commissioner Penelope Cornwall
Commissioner Aron A. Wolf

COUNTY OF LOS ANGELES - DEPARTMENT OF PUBLIC WORKS STAFF

Mr. Jason Morgan, Assistant Chief, Aviation Division
Ms. Victoria Frausto, Staff Assistant

AMERICAN AIRPORTS CORPORATION - AIRPORT SERVICES DIVISION STAFF

Mr. Edward Sause, President
Mr. Scott Wardle, Regional Director
Mr. Rafael Herrera, Manager, Compton/Woodley Airport
Mr. Chris Brooks, Manager, El Monte Airport
Mr. Steve Irving, Manager, General Wm. J. Fox Airfield
Mr. Andrew Marino, Manager, Whiteman Airport
Mr. Cyle Woodruff, Manager, Brackett Field Airport

GUESTS

Mr. Gabe Lopez, San Gabriel Valley Airport Association
Ms. Phyllis Van Arsdale, Brackett Airport Association
Ms. Jennifer Lee, County of Los Angeles, Department of Regional Planning

CALL TO ORDER

Chairman Lord called the meeting to order at 10 a.m.

I. PLEDGE OF ALLEGIANCE

Commissioner Cardono led the Pledge of Allegiance.

II. MATTERS FOR CONSIDERATION AND ACTION BY THE COMMISSION

A. November 28, 2012, Minutes

The minutes were unanimously approved on a motion from Vice Chairman Amundson, seconded by Commissioner Chase.

B. American Airports Corporation - Contract Manager Report

Mr. Andrew Marino reported on Whiteman Airport items

- **Management and Maintenance**

Mr. Marino reported that maintenance was performed to the airport terminal and surrounding area, including landscaping, painting of the stairs, railing, and building.

Mr. Marino informed the Commission that various food trucks have been invited to sell lunch at the airport during reconstruction of the restaurant facility. One food truck was at the airport during the lunch hour on January 29, 2013.

- **Projects**

Mr. Marino reported that additional renovations to the restaurant facility will begin January 31st and is expected to take approximately six weeks to complete. Plumbing repairs were completed in December 2012.

Commissioner Simmons proposed that restrooms be built inside the facility. Mr. Wardle replied that he has received estimates to add to the restrooms, and they would significantly increase the cost of the current reconstruction.

Mr. Marino reported that contractors surveyed the airport's perimeter fencing on January 29th as part of the County's project to replace the perimeter fencing with improved materials.

- **Development and Activities**

Mr. Marino stated that year-to-date aircraft operations are down 10.7 percent from the same period during the previous year, and that 75 percent of the aircraft hangars are occupied. Seven occupied hangars are being used for non-aviation purposes.

Vice Chairman Amundson asked Mr. Marino why airport operations were higher in January 2013. Mr. Marino replied it was due to nice weather and not attributed to any special event at the airport.

Mr. Marino reported that Avgas fuel sales were down 13.78 percent, and Jet-A fuel sales were up 42.66 percent, compared to the same month last year.

- **Meetings and Events**

Mr. Marino informed the Commission that the airport's Open House event was held on Sunday, December 9th.

Mr. Marino reported that the Santa Clause Fly-in event took place on Saturday, December 15th. He noted that airport management would like to make it an annual event.

Mr. Marino informed the Commission that the Whiteman Airport Association held its monthly meeting on Thursday, January 17th. The next scheduled meeting will be held on Thursday, February 21st.

Mr. Marino reported that he attended the conference for the Southwest Chapter of American Association of Airport Executives (SWAAAE), which was chaired by Richard Smith. Mr. Marino said the conference was very successful and he is eager to share with his staff the knowledge he gained.

Mr. Rafael Herrera reported on Compton/Woodley Airport items

- **Management and Maintenance**

Mr. Herrera reported that airport staff continued its weed abatement efforts on the airport's runway and taxiway.

Mr. Herrera noted that hangar M08 was recently painted and now matches the other hangars in the row.

Mr. Herrera informed the Commission that someone had cut a hole in the perimeter fence along Alondra Boulevard. No theft on the airport has been reported and the fence has since been repaired.

- **Development and Activities**

Mr. Herrera informed the Commission that there are two aircraft storage hangars and three end-rooms available at the airport.

He reported that fuel sales were down 26 percent in November and 47 percent in December, compared to last year.

- **Miscellaneous**

Mr. Herrera noted that on New Year's day, a Cessna 206 landed on the runway with a flat tire. Airport staff responded to the incident and immediately removed the aircraft from the runway and towed it to the owner's tiedown location.

Mr. Steve Irving reported on General Wm. J. Fox Airfield items

- **Management and Maintenance**

Mr. Irving reported that, as a result of the recent low temperatures, a water line in the fire house broke, damaging some ceiling tiles and dry wall.

He also noted that recertification of the airport's fire extinguishers has been completed.

Mr. Irving informed the Commission that Caltrans has begun its year-long Wildlife Hazard Assessment at the airport. Biologists will be observing the airport's wild life twice a month and will offer their recommendations for potential mitigation measures at the end of the year.

- **Meetings and Events**

Mr. Irving informed the Commission that the Fox Field Airport Association's annual Christmas event was held at the airport on December 8, 2012.

- **Development and Activities**

Mr. Irving reported that both Avgas and Jet-A fuel sales were flat, compared to the same month last year.

Mr. Irving informed the Commission that during December 2012, turnover was high with the County hangars; however, overall hangar vacancies remained the same at six as reported in November.

Mr. Scott Wardle asked Mr. Irving how many non-aviation tenants he had. Mr. Irving replied that there are no non-aviation tenants occupying County hangars; however, there are a few non-aviation tenants occupying third party hangars at the airport.

Mr. Christopher Brooks reported on El Monte Airport items

- **Management and Maintenance**

Mr. Brooks informed the Commission that the Assistant Manager position has been filled by Joshua Smith who will begin on February 5th.

Mr. Brooks reported that during January, half of the airport staff was trained in CPR and first aid and that fueling safety was discussed at their monthly safety meeting.

Mr. Brooks reported that the annual inspection of the aviation fuel Underground Storage Tanks at the airport was recently conducted and that the few items identified for correction during the inspection have been addressed.

Mr. Brooks reported that during the month of January, 10 aircraft hangar roofs were repaired due to damage caused by recent rain fall.

- **Development and Activities**

Mr. Brooks reported that during December 2012, 97.96 percent of the aircraft hangars were occupied; and three were vacant, which is up 6 percent compared to the same month the year before. During January 2013 there were six vacant aircraft hangars. Approximately 28 percent of the occupied hangars are used for non-aviation activity.

Mr. Brooks reported that aircraft operations were up 12 percent in November and slightly up in December, compared to the same months last year.

Mr. Brooks reported that aviation fuels sales were slightly up in January compared to the same month last year.

Vice Chairman Amundson asked Mr. Brooks what he attributes the increase in aircraft operations at the airport to. Mr. Brooks replied that it was attributed to the airport staff's tireless efforts and commitment to quickly tend to the users' needs, the maintenance of a high level of cleanliness, and a friendly environment.

- **Meetings and Events**

In February, El Monte Airport will host two head-start airport tours.

The airport's holiday party took place on December 14, 2012, and the Fly-In and Static Display event took place on Sunday, November 25th.

Mr. Brooks announced that the next Fly-In and Static Display event is scheduled for Sunday, February 24th.

Additionally, a Flight Safety Seminar hosted by the Federal Aviation Administration (FAA) took place January 23, 2013.

- **Miscellaneous**

Mr. Brooks informed the Commission that a banner-tow aircraft recently veered off of Runway 1/9 upon landing. Airport staff immediately cleared the aircraft from the movement area and the runway was quickly reopened. There were no injuries or damage to the aircraft or airport property.

Mr. Cyle Woodruff reported on Brackett Field Airport items

- **Management and Maintenance**

Mr. Woodruff reported that a vehicle struck the airport's entrance gate at Puddingstone Drive, causing significant damage to the gate. Security has not been compromised and the gate will be repaired in the coming days.

Mr. Woodruff reported that general vehicle maintenance was performed during January, including replacing the tires on the aircraft rescue and fire-fighting (ARFF) truck.

Mr. Woodruff reported that various repairs were made to hangars during January. One particular hangar door was repaired at a cost of \$1,500.

Mr. Woodruff reported that the County is working on a project to replace all exterior hangar lights with energy-efficient bulbs, which will improve both visibility and security during the night hours.

Mr. Woodruff also informed the Commission that Caltrans has begun its year-long Wildlife Hazard Assessment at the airport. Biologists will be observing the airport's wild life twice a month and will offer their recommendations for potential mitigation measures at the end of the year.

Mr. Woodruff informed the Commission that the annual inspection of the aviation fuel Underground Storage Tanks at the airport was recently conducted and that, while the fueling system will continue to function, repair work is tentatively scheduled for mid-February. It is possible that the fuel farm may be out of service for a few days during the repairs.

- **Development and Activities**

Mr. Woodruff reported 12 percent of the aircraft hangars are vacant and 17.5 percent of the occupied aircraft hangars are used for non-aviation purposes.

Mr. Woodruff reported that Jet-A fuel sales were up 18 percent, and Avgas fuel sales were down 14 percent, compared to the same month last year.

- **Meetings and Events**

Mr. Woodruff informed the Commission that the United Flying Octogenarians will host a meeting at the airport on March 19, 2013.

Mr. Woodruff announced that the San Gabriel Valley 99s meet at the airport the second Thursday of every month, and the Brackett Airport Association meets on the first Thursday of every month.

Mr. Woodruff announced that the Brackett Association Christmas dinner took place on Thursday, December 6th.

- **Miscellaneous**

Mr. Woodruff reported that a Piper Saratoga landed safely after reporting problems with the landing gear light in the cockpit.

Mr. Woodruff reported that representatives of airport management, local flight schools and the County recently met with a local resident who had voiced several complaints regarding noise from aircraft operating into and out of the airport. He noted that the meeting was a success, as the resident left the meeting with a better understanding of aircraft and airport operations and of what aircraft are doing to mitigate the noise impact on the surrounding communities.

C. **County Aviation Division Report – Mr. Jason Morgan**

Mr. Morgan informed the Commission that Mr. Richard Smith, Chief, Aviation Division was unable to attend the Commission meeting because he was performing his obligations as the Chairman of the winter conference of the Southwest Chapter of the American Association of Airport Executives.

- **Expense and Revenue Report for October 2012**

Mr. Morgan provided the Commission with copies of the expense and revenue report and offered to answer any questions.

Commissioner Simmons inquired about the telecommunication expense, which occurred in December 2012. Mr. Morgan informed the Commission

that the expense is related to the replacement of Aviation Division desktop computers, which is a recurring expense typically every two years.

- **Annual Federal Aviation Administration Meeting**

Mr. Morgan reported that Aviation Division staff met with the Federal Aviation Administration in December to discuss the Division's Airport Capital Improvement Plan for the next 5 years and the funding requirements for the various capital projects. The Division's 10-year Capital Improvement Plan has also been filed with the California Department of Transportation Division of Aeronautics (Caltrans).

- **Compton/Woodley Airport Soil-Vapor Extraction**

Mr. Morgan reported that Mr. Smith recently met with the contractor who is performing the soil-vapor extraction at the airport, as well as representatives of the Department of Public Works' Geotechnical and Materials Engineering Division (GMED). Mr. Morgan noted that based on the recent vapor extraction reports, GMED will be recommending site closure with California Environmental Protection Agency (Cal/EPA).

- **Brackett Soil Remediation**

Mr. Morgan noted that GMED completed water sampling at the airport in December. Because no significant contamination was found during the sampling, GMED will be recommending to Cal/EPA closure of the file for the airport.

- **Minimum Standards**

Mr. Morgan informed the Commission that the Minimum Standards and Permits were approved by the Board of Supervisors on October 30, 2012. A meeting with the airport managers is scheduled for February to address the appropriate implementation of the Minimum Standards and Permits at the County-owned airports which is anticipated to occur prior to the next Aviation Commission meeting

Per Commissioner Simmons' request, Mr. Morgan provided the Commission with a brief overview and description of the Minimum Standards.

- **Wildlife Hazard Assessments**

Mr. Morgan reported that the FAA provided a project grant coordinated through Caltrans to perform wildlife hazard assessments at various Southern California airports. All of the County-owned airports, with the exception of Compton/Woodley Airport, are included in the project. Each airport will be evaluated for a period of one-year. At the end of the

evaluation period, each airport will receive a summary of findings report along with recommendations for any appropriate wildlife mitigation measures.

- **General William J. Fox Airfield Land Acquisition**

Mr. Morgan reported that the acquisition of the 10-acre parcel of land located just northeast of General William J. Fox Airfield is expected to be presented to the Board of Supervisors for their approval in March.

Vice Chairman Amundson inquired whether or not the County-owned airports will be subject to the clean water parcel tax. Mr. Morgan informed him that he will look into it and provide him with a response shortly.

- **Brackett Field Airport Land Use Compatibility Plan**

Mr. Morgan reported that the County of Los Angeles' Department of Regional Planning (DRP) held a kick-off meeting on December 5th for the Airport Land Use Compatibility Plan (ALUCP) they are developing for Brackett Field Airport. Mr. Morgan informed the Commission that the DRP is in the initial information collection phase of the project and that the Aviation Division is providing their consultant with the information they are requesting. This phase also involves meetings with various stakeholders both on and outside of the airport.

Commissioner Simmons inquired if zoning will be considered in regard to proposed residential developments around the airport. Ms. Jennifer Lee from the DRP was invited to comment. Ms. Lee commented that any plans for development outside of the airport will need to go through the Airport Land Use Commission to determine its compatibility with the airport's activities as well as any Federal and State guidelines. She also noted that grant funding will be requested from Caltrans to develop similar ALUCPs for El Monte, Compton/Woodley, and Whiteman Airports.

- **North Side Helipads at Brackett Field Airport**

Mr. Morgan informed the Commission that at their December 11, 2012 meeting, the Board of Supervisors authorized the Aviation Division to apply for and accept Federal Airport Improvement Program (AIP) grant funding for the North Side Helipad Project at Brackett Field Airport.

- **Airport Pavement Rehabilitation at El Monte Airport**

Mr. Morgan informed the Commission that at their December 11, 2012 meeting, the Board of Supervisors authorized the Aviation Division to apply for and accept Federal Airport Improvement Program (AIP) grant funding for the Apron Pavement Rehabilitation Project at El Monte Airport.

- **General Wm. J. Fox Airfield Master Plan**

Mr. Morgan reported that comments were received from the FAA regarding the final draft of the Master Plan Update and Airport Layout Plan documents. Revisions were made based on the comments received and the documents were resubmitted to the FAA. Also, as part of the project, an Initial Study/Mitigated Negative Declaration is being performed to identify and address any potential impacts to address California Environmental Quality Act (CEQA) requirements.

- **General Wm. J. Fox Airfield High-Speed Taxiway Exit Runway 06**

Mr. Morgan reported that design work for a Runway 06 high-speed taxiway exit is currently being performed by one of the Division's as-needed consulting firms. The high-speed taxiway exit is expected to be similar to the existing high-speed taxiway exit for Runway 24.

- **Whiteman Airport Master Plan Update**

Mr. Morgan informed the Commission that updates to the Initial Study/Mitigated Negative Declaration for the Whiteman Airport Master Plan Update have been completed and are being reviewed by County Counsel to determine if they will need to be recirculated for public notification.

- **Whiteman Airport Perimeter Fencing Replacement and Gate Access System Upgrades**

Mr. Morgan reported that one of the Division's as-needed consulting firms is developing the preliminary design plans for the replacement of the airport's perimeter fencing as well as the implementation of an enhanced vehicle access gate system for the airport.

- **Fee Schedule**

Mr. Morgan reported that the Aviation Division has engaged an as-needed consulting firm to develop a formal fee schedule, consistent with the newly adopted Minimum Standards and Permits, for engaging in various commercial and non-commercial activities at the County-owned airports. The consulting firm is currently gathering information on the County-owned airports as well as other local general aviation airports to determine appropriate fees. The fee schedule is expected to be completed by July 2013.

- **Economic Impact Study of the Los Angeles County-owned Airports**

Mr. Morgan announced that the Aviation Division has engaged an as-needed consulting firm to conduct an Economic Impact Study to determine

the direct, indirect, and induced financial impacts, as well as various non-financial benefits, of each of the County-owned airports. A system-wide summary along with a summary for each airport is expected to be completed by June or July 2013.

- **Los Angeles County Aviation Division Website and Airport-At-A-Glance Pamphlets**

Mr. Morgan presented the Aviation Division's new web site, which includes an array of information pertaining to the County-owned airports, including general information, opportunities to do business at the airports, pilot resources, organizations and events, and commission information. The new website can be viewed at <http://dpw.lacounty.gov/avi/airports/>.

Mr. Morgan also shared with the Commission the newly developed Airport-At-A-Glance pamphlets which provide abbreviated overviews, along with listings of the various community benefits, of each County-owned airport. The new website and pamphlets are intended to provide the various stakeholders of the County-owned airports with useful information and to relay the overall value and contributions of the County-owned airports.

Commissioner Cardono suggested that a video or audio component be added to the website providing an overview of the background and value of the airports to the surrounding communities. Chairman Lord added that the Public Works' Transportation Core Services video was presented to the Commission in previous months and that such a video and link should be feasible.

- **Public Works' Twitter Account**

Mr. Morgan shared with the Commission Public Works' Twitter accounts and encouraged them to follow updates and announcements regarding the County-owned airports at @LACoGoModal.

D. Brackett Field Airport Items

No additional items.

III. PUBLIC COMMENT – OPEN FORUM

Ms. Phyllis Van Arsdale greeted the Commission and introduced herself as the new president of the Brackett Airport Association. She expressed her appreciation for the airport and noted that the Brackett Airport Association has created a new web site, which can be found at <http://baapoc.com/index.html>. Ms. Van Arsdale also noted that the association meets the first Thursday of every month, and they will begin advertising their Static Display Day events in the local newspaper.

Mr. Gabe Lopez of the San Gabriel Valley Airport Association, asked the Commission if an impact analysis is available regarding the El Monte Airport name change, as discussed at last month's Commission meeting. Mr. Morgan informed Mr. Lopez that the Airport-at-a-Glance pamphlets are available and, as previously mentioned, the economic impact analysis is expected to be completed in July 2013. Chairman Lord assured Mr. Lopez that the impact analysis will be conducted and that the topic has enough momentum to move forward.

Mr. Lopez also expressed his concern regarding high fuel pricing at the airports. He suggested bringing the prices down to attract pilots to the airports. Mr. Wardle offered to answer any specific questions and encouraged Mr. Lopez to fill out a fuel survey. Chairman Lord noted that many factors drive the price of fuel, including flowage fees and time of purchase, which contribute to changes in fuel prices.

IV. ADDITIONAL ITEMS:

Mr. Morgan presented Commissioner Simmons with a commemorative plaque in recognition for his third term as Chairman of the Los Angeles County Aviation Commission and noted the various projects that were either set into motion or accomplished during his term as Chairman in 2012. Chairman Lord commended Commissioner Simmons for the great job he has done serving as Chairman. Commissioner Simmons expressed his thanks and appreciation to everyone.

V. NEXT COMMISSION MEETING WILL BE ON:

**Wednesday, February 27, 2013, at 10 a.m.
Compton/Woodley Airport
901 West Alondra Boulevard
Compton, CA 90220-3528
(310) 631-8140**

Chairman Lord adjourned the meeting at 11:30 a.m.

Respectfully submitted,

Dennis C. Lord, Chairman
Los Angeles County Aviation Commission