



Dean D. Efstathiou
Acting 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
MINUTES OF THE MEETING OF JUNE 25, 2008
Brackett Field Airport
1615 McKinley Avenue
La Verne, CA 91750-5837**

COMMISSIONERS

EVELYN JEROME ALEXANDER
CHAIR

PENELOPE CORNWALL
VICE CHAIR

GEORGE G. BUTTS
SECRETARY

CLYDE G. BAILEY
MEMBER

ANGELO R. CARDONO
MEMBER

BOBBY E. CHASE
MEMBER

DENNIS C. LORD
MEMBER

CLINTON SIMMONS
MEMBER

ARON A. WOLF
MEMBER

IN ATTENDANCE

Chair Evelyn Jerome Alexander
Vice Chair Penelope Cornwall
Secretary George G. Butts
Commissioner Angelo R. Cardono
Commissioner Bobby E. Chase
Commissioner Dennis C. Lord

OFFICIALLY EXCUSED

Commissioner Clyde G. Bailey
Commissioner Clint Simmons
Commissioner Aron A. Wolf

LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC WORKS STAFF

Mr. Richard L. Smith, Chief, Aviation Division
Mrs. Miriam Gomes Oprişan, 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. Mike Fox, Assistant Manager, General Wm. J. Fox Airfield
Mr. Rafael Herrera, Manager, El Monte Airport
Mr. Jason Morgan, Manager, Whiteman Airport

GUESTS

Mr. Sheldon Bresin, Brackett Field Airport Association
 Mr. John Glance, Fox Field Airport Association
 Mr. Don Hagopian, Whiteman Airport Association
 Ms. Shellie Hagopian, Whiteman Airport Association
 Mr. Dan Miller, Whiteman Airport Association
 Mr. George Prewitt, Fox Field Airport Association
 Mr. Douglas P. Sachman, DMJM Aviation
 Mr. Bobby Salami, Brackett Field Airport
 Mr. Andrew Scanlon, DMJM Aviation
 Mr. Gilbert Viramontes, San Gabriel Valley Airport Association

CALL TO ORDER

Chair Jerome Alexander called the meeting to order at 7 p.m.

A. PLEDGE OF ALLEGIANCE

Vice Chair Cornwall led the Pledge of Allegiance.

B. MATTERS FOR CONSIDERATION AND ACTION BY THE COMMISSION**1. Minutes of the Meeting of May 28, 2008**

Commissioner Lord made a motion to approve the minutes, seconded by Commissioner Chase. The minutes were approved and adopted as written.

2. American Airports - Project Manager's Report

Mr. Andrew Marino reported on events at Compton/Woodley Airport. A water supply line from the City meter burst on June 10, 2008. The line was repaired on the same day and is functioning properly. Repairs have been made to the women's restroom floor. The conduit along the north perimeter wall was repaired. A new 15-knot windsock was installed. Cleaning out of the flower beds between the hangar rows has begun, as suggested by the airport tenants. Mr. Marino announced the 15th Annual Compton Air Fair is scheduled for September 27, 2008, from 10 a.m. to 4 p.m.

Mr. Mike Fox reported on events at General Wm. J. Fox Airfield. The paving portion of the Pavement Rehabilitation Project, Phase III, is complete and the new asphalt is curing before striping begins. Various cleaning and painting projects will be performed throughout the airport in the coming months, including renovation of the fuel island.

Commissioner Chase asked if air tanker activity has started at the airport. Mr. Fox answered that some air tankers are at the airport already and more are anticipated to arrive due to the considerable number of wildfires occurring in Southern California.

Mr. Scott Wardle provided an update on the vacant building, previously occupied by the Federal Aviation Administration (FAA), adjacent to the administration building at General Wm. J. Fox Airfield. Mr. Wardle stated the restaurant operator has expressed interest in relocating his facility to the vacant building and is expected to provide a proposal to lease and retrofit the building.

Mr. Jason Morgan reported on events at Whiteman Airport. The Vista Aviation aircraft hangar development is in progress. Annual fire extinguisher servicing will take place from July 12 through July 20, 2008. A few tiedowns are available and are expected to be occupied soon. In an effort to enhance the amenities at the airport, the pilots' lounge will be upgraded with a printer and a telephone for flight planning. The possibility of creating a lounge area with a television is being explored as well. Informational brochures are being distributed to airport users and tenants to remind them of their responsibilities while driving on the airport. The Whiteman Airport community lost a long-term member, Mr. Jon Bergstrom, who passed away on May 29, 2008. Whiteman Airport Association's meeting will be held on June 19, 2008, and its annual barbecue is scheduled for July 13, 2008. Mr. Morgan announced the American Heroes Air Show will be held on July 12, 2008, from 9 a.m. to 4 p.m., at the Hansen Dam Recreation and Sports Complex. The tentative date for the Challenge Air Event is October 18, 2008, and the next planning meeting is scheduled for July 8, 2008, in the terminal building.

Mr. Rafael Herrera reported on events at El Monte Airport. The Oleander bushes along Riverview Avenue have been trimmed. Two new upgraded computers equipped with flat panel screens were installed in the pilots' lounge. The new County sweeper will be at the airport for the next two weeks. Progress has been made on the new aircraft hangar development located on the north side of the terminal building. The San Gabriel Valley Mustang Club hosted a car show on June 7, 2008, with great attendance.

Mr. Herrera informed the Commission that Mr. Richard Smith, Mr. Paul Novak, and he met with a constituent regarding noise issues at the airport. Mr. Smith added that he also met with Mr. Novak, County Counsel, and a local flight school in an attempt to define goals and expectations for helicopter operations at the airport. Mr. Smith continued by saying that he is currently gathering documents such as helicopter

operating procedures from a flight school based at the airport, Compton Woodley Airport's Letter of Agreement for helicopter operations, and existing helicopter operations policy. The objective of gathering such documents is to develop a working draft of helicopter procedures for El Monte Airport that will be further presented to the public for their input.

Mr. Jared Fox-Tuck reported on events at Brackett Field Airport. The County tractor has been returned to service. Chevron performed a quality control inspection and recertified the airport's fuel system for a 12-month period. First phase construction of the southeast hangar development is progressing. Improvements to the terminal building are being made, including new carpet and flowers. The FAA Safety Team meetings are returning to Brackett Field Airport. A representative from Edwards Air Force Base will present an educational seminar on the mission of the base and its current major projects on June 26, 2008, at 7 p.m.

3. County - Contract Administrator's Report

Mr. Richard Smith provided the Commission with copies of the Expense and Revenue Report for May 2008 and offered to answer any questions.

Mr. Smith informed the Commission that resumes are being accepted for the position of Aviation Commissioner for the Fifth Supervisorial District. Mr. Smith explained that the selection process is handled by the Supervisor's Office.

Mr. Smith stated that a request to solicit bids for the security update project at Compton/Woodley Airport was submitted to American Airports Corporation (AAC). The project is estimated at \$50,000 and will provide 24-hour surveillance of the entire aircraft operations area. Whiteman Airport will be the next facility to receive a security upgrade.

Commissioner Lord stated that the City of Compton is considering installing cameras along Alondra Boulevard and suggested the County connect with the City to discuss opportunities to integrate the two systems.

Fee negotiations for the Lighting and Signage Relocation Design Project at Brackett Field Airport are complete. The initial proposal of \$154,000 was negotiated down to \$91,000, and we expect to obtain Board of Supervisor's approval on August 5, 2008, to execute a contract.

The draft drainage study and design were received for the Pavement Rehabilitation Design Project at Compton/Woodley Airport. The draft design will be reviewed over the next few weeks.

A contractor has been selected for installation and monitoring of vapor recovery systems for the Soil Remediation Project at Compton/Woodley Airport. Trenching is scheduled to begin next week for vapor extraction lines. Mr. Smith stated that during the trenching procedure the fuel island will be inoperable and fuel trucks will provide fuel servicing for airport users. The project is estimated at \$560,000 and is expected to take from one to two years to complete.

Preliminary design of the Taxiway Development Project at El Monte Airport was received from the consultant, and will be reviewed by the FAA, Caltrans, and the Aviation Division.

The Monument Entrance Sign Project at General Wm. J. Fox Airfield is expected to be complete in mid July.

The contract for the Whiteman Airport Master Plan (AMP) Update Project was approved by the FAA and is expected to be awarded this week.

4. Overview of the Whiteman Airport Master Plan Update

Mr. Smith introduced Mr. Douglas P. Sachman of DMJM/AECOM Aviation to provide a presentation regarding the AMP Update Project.

Mr. Sachman provided an overview of the Whiteman AMP Update and a timeline for the project. Mr. Andrew Scanlon of DMJM/AECOM Aviation stated that preliminary key issues such as terminal location, recent increase of helicopter operations, and the possibility of relocating an existing underground fuel facility will be addressed in the Airport Master Plan Update. Mr. Scanlon mentioned that public meetings will be held to provide an opportunity for airport users to share their own thoughts regarding airport issues.

Mr. Sachman presented a proposed schedule of 12 months for completion of a draft Airport Master Update and Airport Layout Plans. The first report will be submitted in four months, which will contemplate 50 percent of the project.

Commissioner Cardono asked if the scope of the AMP is strictly within the property owned by the County. Mr. Sachman explained that the AMP will address some offsite issues such as approach and safety zones, but will not contemplate issues that are typically addressed in a Land Compatibility Use Plan.

Vice Chair Cornwall inquired if an Environmental Impact Report (EIR) will be required. Mr. Sachman answered that an EIR will not be included in the AMP scope. He explained that the scope will include an

environmental base line or environmental review, which is typical for a General Aviation Master Plan. The environmental review, he added, can be used to prepare an initial study should an EIR be needed in the future.

Commissioner Chase inquired if there is some probability of a new terminal building being built at Whiteman Airport.

Mr. Smith answered that selecting a location for a new terminal building is a key factor in the AMP.

Chair Jerome Alexander stated that the Whiteman Airport community is very active and very much engaged in the future of the airport. Chair Jerome Alexander encouraged Mr. Sachman to create strong lines of communication with airport users during the Whiteman AMP Update process.

Mr. Smith thanked Mr. Scachman and Mr. Scanlon for their presentation and reiterated that public meetings will be held in the near future to give airport users the opportunity to participate in the process.

5. Annual Rate Adjustment

Chair Jerome Alexander started the topic of the annual rental rate adjustment by referring to the results of the 2008 Airport Customer Service Survey. She mentioned that some of the measured areas like customer satisfaction, appearance, and amenities have shown decreasing rates over the last few years, which brings a perception that these items have not improved. Chair Jerome Alexander pointed out the importance of discussing the rental increase in an effort to ensure that the airport users have a complete understanding that their investment is being valued.

Chair Jerome Alexander stated that the contract between the County and AAC mandates an annual Consumer Price Index (CPI) increase in the monthly contract minimum payment made to the County. AAC requests to pass the cost increase along to the tenants. Chair Jerome Alexander noted that both County and AAC's operational and administrative costs increase every year.

Chair Jerome Alexander emphasized that the Commission does not approve the rental increase, but all final decisions are the responsibility of the Board of Supervisors. She finished by saying that customer satisfaction should be the number one goal of AAC and requested that AAC develop an action plan to improve the issues that are consistently rated below average.

Chair Jerome Alexander acknowledged the rental increase is a delicate issue and called for a motion on the matter.

Mr. Smith emphasized that as a result of the last Airport Customer Service Survey, future projects to improve airport appearance and amenities are being explored.

Mr. Wardle stated that he will continue working on those items that need improvement regardless of the survey results. He also noted that independent of a contract amendment regarding the CPI increase, AAC costs increase every year and at some point a rate adjustment on the hangar rents would be requested.

Commissioner Cardono asked if AAC receives a fixed or percentage flow fee for selling fuel. Mr. Wardle answered AAC receives a fixed fee per gallon.

Vice Chair Cornwall inquired if there is an improvement plan for each County-owned airport. Mr. Smith answered Aviation Division maintains a Airport Capital Improvement Plan and also budgets for projects that are classified as non capital projects. These projects are completed as funding becomes available. Vice Chair Cornwall emphasized the importance of communicating to the tenants the improvement plans for the airports. As it was mentioned in the last meeting, Mr. Smith stated that an annual newsletter will be developed in an effort to inform the airport users about the current and future improvement plans at the airports.

Commissioner Lord stated that the Aviation Commission, County, and airport community support retaining the County-owned airports. He commented that there was a period of three years without a rental rate increase, which resulted a much larger rate increase for the year.

Chair Jerome Alexander heard from the public regarding the annual rate adjustment.

Mr. Don Hagopian suggested that AAC forgive this year's increase.

Mr. Gilbert Viramontes expressed concern regarding the rental increase and noted the El Monte Airport is experiencing a significant drop in its operations.

Mr. Dan Miller acknowledged the hangar rents should be increased, but the tiedown rates should remain the same because, according to him, tiedown costs have not been increased.

Mr. Wardle mentioned that several airport tenants question why tiedown rates do not increase as much as aircraft hangar rates. He noted that everyone who uses the airport should share the increase in costs of maintaining and operating the facility.

Chair Jerome sympathized with the airport community, which has been suffering from high fuel prices. However, she expressed her appreciation for having airport facilities available at a time when many interest groups would like to see them closed.

Commissioner Lord noted that Whiteman Airport has a high demand for tiedowns that have not been adjusted since 1991.

Commissioner Lord made a motion to approve the aircraft hangar increase of 3.28 percent at all County-owned airports and a \$10 monthly increase on aircraft tiedowns at Whiteman Airport, seconded by Vice Chair Cornwall. The motion passed unanimously without further discussion.

6. Brackett Field Airport Items

No additional items for Brackett Field Airport.

C. PUBLIC COMMENT – OPEN FORUM

Mr. Don Hagopian requested the Commission not support the implementation of a mandatory night-time curfew at the Bob Hope Airport proposed by the City of Burbank.

Mr. Sheldon Bresin commented that the gate closure time at Brackett Field Airport should be reduced in a way that makes more difficult to tailgate.

Commissioner Lord commented that Torrance Municipal Airport has a swing-arm before the gate, which deters tailgating as well.

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

**Wednesday, August 27, 2008, at 7 p.m., at
Compton/Woodley Airport
901 West Alondra Boulevard
Compton, CA 90220-3599
(310) 631-8140**

Commissioner Lord made a motion to adjourn the meeting, seconded by Commissioner Chase. Chair Jerome Alexander adjourned the meeting at 8:48 p.m.

Respectfully submitted,

Secretary George G. Butts
Los Angeles County Aviation Commission

MGO

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