



GAIL FARBER
Director of Public Works

COUNTY OF LOS ANGELES

AVIATION COMMISSION

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

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LOS ANGELES COUNTY AVIATION COMMISSION

January 27, 2016, Meeting

Brackett Field Airport

1615 McKinley Avenue

La Verne, CA 91750-5846

(909) 593-1395

IN ATTENDANCE

Chairman Penelope Cornwall
Vice-Chair George G. Butts
Commissioner Peter M. Amundson
Commissioner Harvey A. Holloway
Commissioner Dennis C. Lord
Commissioner Clinton Simmons

OFFICIALLY EXCUSED

Secretary Angelo R. Cardono
Commissioner Steve Weeks

COUNTY OF LOS ANGELES - DEPARTMENT OF PUBLIC WORKS STAFF

Mr. Richard Smith, Aviation Division Chief
Mrs. Claudia Delgado, Staff Assistant

AMERICAN AIRPORTS CORPORATION - AIRPORT SERVICES STAFF

Mr. Scott Wardle, Regional Director
Mr. Pete Lonceteaux, Manager, Brackett Field Airport
Mr. Rafael Herrera, Manager, Compton/Woodley Airport
Mr. Steve Irving, Manager, General William J. Fox Airfield
Mr. Andrew Marino, Manager, Whiteman Airport

GUEST

Mr. Gil Viramontes, San Gabriel Valley Airport Association

CALL TO ORDER

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

I. PLEDGE OF ALLEGIANCE

Commissioner Amundson led the Pledge of Allegiance.

II. MATTERS FOR CONSIDERATION AND ACTION BY THE COMMISSION

A. Minutes

The minutes for the November 25, 2015, meeting were unanimously approved on a motion from Commissioner Amundson, seconded by Commissioner Simmons.

B. American Airports Corporation - Contract Manager Report

Mr. Scott Wardle Reported on San Gabriel Valley Airport Items

- **Management and Maintenance**

The beacon tower and the stadium lighting were serviced and repaired.

The furniture in the pilot lounge was replaced along with the addition of a flat screen television.

The dry tolerant landscaping is replacing the old landscaping along with the addition of new irrigation and light emitting diode lighting in front of the terminal building.

- **Projects**

Mr. Wardle informed the Commission that on January 11, 2016, a meeting was held for those tenants that will be affected by the Apron Pavement Rehabilitation project that is scheduled to commence on February 17, 2016.

- **Development and Activities**

In the month of November 2015, Avgas fuel sales were down 15 percent, and Jet A fuel sales were down 58 percent, and in December Avgas was down 2 percent and Jet A fuel sales were consistent compared to last year.

There are 18 vacant hangars and 6 hangars are used for non-aviation storage purposes.

Airport operations were down 14 percent for the month of November and down 7 percent in December, year to date.

- **Meetings and Events**

Mr. Wardle informed the Commission that a tenant meeting was held at the airport to provide information on the pavement project.

- **Miscellaneous**

On December 13, 2015 an experimental tail dragger lost directional control upon landing, and there were no injuries or damage to the airport to report.

On December 29, 2015, a visiting tenant from Brackett Field Airport taxied into a traffic cone. Mr. Wardle informed the Commission that American Airports Corporation (AAC) is working with the tenant to have the damages repaired.

Chair Cornwall asked Mr. Wardle which company will be working on the Apron Pavement Rehabilitation project. Mr. Wardle informed Chair Cornwall that the company that was selected was Sully Miller, Contracting Company.

Mr. Andrew Marino Reported on Whiteman Airport Items

Mr. Marino informed the Commission that all the seating in the airport operations vehicles were reupholstered and required repairs completed.

Mr. Marino informed the Commission that the security video cameras were updated, and the stadium lights were replaced with light emitting diode lighting.

- **Projects**

The terminal building renovation and the vehicle parking lot project are progressing as scheduled. Mr. Marino mentioned to the Commission that Vista Aviation has been cooperative throughout the duration of the project. It is anticipated that the project will be complete by the end of March 2016.

- **Development and Activities**

Ninety-one percent of the aircraft hangars are occupied, and 12 percent of the occupied hangars are used for non-aviation storage purposes. Avgas fuel sales are up 10.9 percent, and Jet-A fuel sales are up 6.7 percent, year to date.

Aircraft operations are up 2.9 percent, year to date.

- **Meetings and Events**

The well attended annual holiday party was held on December 10, 2015. On January 21, 2016, the Whiteman Airport Association held their monthly meeting, which included a foreflight tutorial.

On December 18, 2015, Mr. Marino provided a tour of the airport for Commissioner Weeks and his wife.

The Whiteman Airport Association Antique Aircraft Display will take place on February 14, 2016.

The Experimental Aircraft Association will host its Young Eagles event on February 27, 2016.

The San Fernando 99s will host the third Aviation Badge Day for the Girl Scouts on Saturday, March 12, 2016.

On April 9, 2016, the Aviation Explorer Post 747 will host their first annual Gala event at the Angeles National Golf Club as a fundraiser where proceeds will go towards instrument and commercial ratings.

On Friday, January 8, 2016, a tenant drove into the new vehicle access gate. The tenant admitted fault, and her insurance will take care of all the repair costs.

Mr. Marino informed the Commission that Mr. William Seltzer, a long-time tenant and World War II Veteran, passed away on December 17, 2016. The well-attended memorial service, which included a 21-gun salute, was held at the airport on Sunday, January 10, 2016.

Commissioner Simmons inquired on the status of the parking lot entrance. Mr. Smith and Mr. Marino informed Commissioner Simmons that the previously noted problem with the entrance of the parking lot was corrected.

Mr. Steve Irving Reported on General William J. Fox Airfield Items

Mr. Irving informed the Commission that preparations for the upcoming air show are underway. Mr. Dunbar and the air show committee have had several on-site meetings, including a winter-site visit from the Blue Angels and a media press day.

The west end of the runway is having some movement issues again. Mr. Irving informed the Commission that the County will have Road Maintenance Division assist with the necessary crack fills. Mr. Irving also informed the Commission that he and Mr. Smith met with the Federal Aviation Administration and discussed the possibility of a future Runway Rehabilitation Project.

The restroom project in the terminal building is scheduled to commence in the month of February 2016 and should be complete prior to the air show.

Mr. Irving thanked Mr. Smith for his assistance in rebuilding the parking lot in front of the Federal Aviation Administration building.

- **Development and Activities**

Avgas fuel sales are up 2 percent, and Jet-A fuel sales are up 20 percent, year to date. There are two vacant hangars, and no hangars are used for non-aviation purposes.

Aircraft operations on the airport were up 5 percent, compared to the same month last year.

- **Meetings and Events**

The 99s will host their annual Poker Run on April 3, 2016, and Mr. Irving extended an invitation to everyone.

Mr. Irving informed the Commission that the upcoming air show will take place on March 19 and 20, 2016.

Commissioner Holloway inquired on the Antelope Valley College interest in leasing the museum. Mr. Irving informed that they are still interested and future plans are to expand and add classroom space to accommodate the college.

Commissioner Simmons inquired if there would be a space available for the Civil Air Patrol. Mr. Wardle informed Commissioner Simmons that there are other locations on the airport where they can house the Civil Air Patrol.

Commissioner Amundson inquired if there was any talk about having some compensation for holding the air show at the airport. Mr. Smith informed the Commission that as opposed to monetary compensation, the airport is seeking funding for improvement projects such as the parking lot in front of the Federal Aviation Administration building.

Mr. Rafael Herrera Reported on Compton/Woodley Airport Items

- **Management and Maintenance**

Mr. Herrera informed the Commission that in the month of December, he had a plumber repair plumbing problems at the Experimental Aircraft Association hangar.

In the month of December, a toy drive was held in conjunction with the holiday party. Mr. Herrera thanked Mr. Larry Keitel for hosting a private

party where he had attendees bring toys that were later donated to the Compton Fire Department.

On January 14, 2016, a well-attended CPR training was held at the airport.

Development and Activities

Ninety-nine percent of the hangars on the airport are occupied, and 29 percent of the occupied hangars are used for non-aviation storage purposes. Avgas fuel sales were up 33 percent in November and up 5 percent in December, compared to the same month last year.

- **Meetings**

The Compton/Woodley Airport Users Group held a meeting on January 23, 2016, to discuss the upcoming open house that is scheduled for April 23, 2016, at the Compton Airport.

Mr. Pete Lonctaux Reported on Brackett Field Airport Items

Mr. Lonctaux informed the Commission that the rains caused a minor problem on the southeast portion of the airport since the rain happened so quickly; the water ended up staying in one location. Mr. Lonctaux informed the Commission that once all drains were cleared water began to run freely.

The County's restroom remodel project has commenced and is scheduled to take approximately 3 weeks. During the renovation, Mr. Lonctaux informed the Commission that portable restrooms were placed outside of the terminal building and additional arrangements are taking place after hours to keep the restaurant in operation.

Mr. Lonctaux informed the Commission that the airport is assisting the consultant by providing vital information for the airport layout plan.

The airport monument sign at the corner of Fairplex Drive and McKinley Avenue is complete. Mr. Lonctaux presented a photo of the completed project.

- **Development and Activities**

Eighty-eight percent of the aircraft hangars are occupied, and 23 percent of the occupied hangars are used for non-aviation storage purposes.

Avgas fuel sales were down 22.3 percent in November and down 24.3 percent in December, and Jet-A fuel sales were down 33 percent in November and 27.1 percent in December, compared to the same month last year.

Aircraft operations on the airport were up 10.1 percent, and in November and in December were down 23.2 percent, compared to the same month last year.

- **Meetings and Events**

Mr. Lonctaux informed the Commission that the open house was held on December 20, 2015, with an attendance of 400 people.

The Brackett Airport Association held its annual Christmas dinner on December 3, 2015.

- **Miscellaneous**

Mr. Lonctaux informed the Commission that Suite B inside the terminal building was remodeled with the concept of expanding operations and to accommodate meetings at an area to receive tenants. The renovation includes a telephone system for those utilizing the suite.

In the month of December, there was a pedestrian deviation where an elderly gentleman was able to access the airport. The person in question was escorted off the south side of the taxiway. The tower redirected aircraft traffic, and there were no safety issues in question.

The airport received a complaint of a potential tenant living in the hangar. Mr. Lonctaux investigated the complaint and found evidence that the possibility of the hangar being used as a living area was evident. A notice to vacate was issued to the tenant.

Commissioner Simmons expressed his concern regarding the portable restrooms that were located outside the terminal building. Commissioner Simmons suggested that with the projected rains, some types of large enough canopies to cover the portables be installed.

C. **County Aviation Division Report – Mr. Richard Smith Reported on the Following Items**

- **December 2015 Expense and Revenue Reports**

Mr. Smith provided the Commission with copies of the December 2015 expense and revenue report and offered to answer any questions.

Commissioner Simmons inquired on the expenses for Design Division. Mr. Smith informed Commissioner Simmons that he would provide further explanation on the \$1,676.00 at the next Aviation Commission meeting.

Mr. Smith informed the Commission that in the near future, an expense of \$151,000.00 will be on the report as this will reflect the annual payment to the State for the loan that was acquired in order to purchase the new terminal building. Mr. Smith also advised the Commission that on the

report a \$3.3 million expenses is noted as this is an operation transfer to the Capital Project Fund (M01).

The Southwest Chapter of American Association of Airports (SWAAAE) newsletter was shared with the Commission by Mr. Smith, which highlighted the SWAAAE activities during his 1st half of his term as Chapter President. In addition, Mr. Smith acknowledged the support that American Airports Corporation has provided by sponsoring SWAAAE conference and for sending AAC staff to participate in the events.

Mr. Smith acknowledged Mr. James Foster from Brackett Field Tower for his assistance with the Safety Risk Management Meetings and in bringing the Automated Weather Observing System program back in line.

The annual bill and report for the U.S. Contract Tower Association was received, and Mr. Smith shared some of the key points in the report and expressed the importance of being part of this association.

Mr. Smith informed the Commission that the existing contract with AAC will expire on March 31, 2016, and informed that he is looking forward to extending the contract for an additional 5 years. Mr. Smith added that there will be some amendments to the current contract such as an additional \$200,000 annual payment and an additional dedicated amount of \$65,000 that will be utilized to improve the quality of the open houses at the airports. Mr. Smith mentioned that these are just examples of the kind of amendments that will take place.

Chair Cornwall informed Mr. Smith that she would like to propose a committee that will include members who can discuss and implement the necessary marketing to ensure the success of the open houses at the airports. Chair Cornwall suggested that the committee be composed of marketing business people to ensure the funds are well spent.

Commissioner Simmons inquired on the distribution of the allocated money. Chair Cornwall informed Commissioner Simmons that this would be an item that the future committee would address.

- **Federal Aviation Administration**

Mr. Smith informed the Commission that he met with staff from the Federal Aviation Administration at General William J. Fox Field and discussed the \$12 million that were allocated for projects at the County airports.

- **Compton/Woodley Airport Runway and Rehabilitation Project**

Construction Division reviewed and submitted their comments on the 70 percent plan to our division on January 19, 2016, and Aviation Division is reviewing the plan. Design is underway and the intention is to submit for funding in 2017.

- **Exit Taxiway for Runway 6**

Mr. Smith informed that the County is working with the contractor and the project will commence sometime after the air show.

- **Tree Removal Project at El Monte**

On January 20, 2016, Aviation Division reviewed and edited the agreement, and it was sent to the City of El Monte. The County is waiting for a response from the City of El Monte.

- **Compton/Woodley Airport**

The Pocket Park project is being programmed as a job order contract and will be located behind the fuel area to improve the public view.

At the Aviation Commission meeting in the month of November, Commissioner Lord informed Aviation Division that there was a depression on the entrance of 25L. Mr. Smith informed the Commission that Road Maintenance Division will patch and repair the runway within the next 2 weeks.

- **San Gabriel Valley Airport**

Mr. Smith informed the Commission that completion of the monument sign project at the airport was delayed due to the negative results of the concrete testing. Mr. Smith provided a detailed explanation on the steps that are taken when testing the concrete, and explained that the 2nd re-pour had a high enough PSI count and new concrete will be used for the monument.

The Billion Air Aviation aboveground fuel tank is complete, and they are waiting for clearance from the Fire Department to start providing service.

- **General William J. Fox Airfield**

The terminal restroom renovation is scheduled to be finalized prior to the air show.

Aviation Division is attempting to gather sufficient funding to reconstruct a parking lot used during the air show. Potential sources of funding the air show are Aviation Division, County's Board of Supervisors, District 5; and the air show.

D. Brackett Field Airport Items

Mr. Smith mentioned that the new monument sign at Brackett Field Airport uses solar lighting.

III. PUBLIC COMMENT – OPEN FORUM

Mr. Gil Viramontes, San Gabriel Valley Association, provided the Commission with an update on the association project of contacting various surrounding city mayors. He expressed that as soon as the airport's projects are complete, the association will begin to invite city mayors once again. He also expressed his aspiration of possibly having the airports receive a percentage of the air show profits.

IV. NEXT COMMISSION MEETING WILL BE ON:

**Wednesday, February 24, 2016, at 10 a.m.
at Compton/Woodley Airport
901 West Alondra Boulevard
Compton, CA 90220-3528
(310) 631-8140**

Commissioner Lord moved to adjourn the meeting, and Commissioner Simmons seconded the motion. The meeting was adjourned at 11:15 a.m.

Respectfully submitted,

Angelo Cardono, Secretary
Los Angeles County Aviation Commission

CD:cb

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