

VAN NUYS AIRPORT (VNY) CITIZENS ADVISORY COUNCIL (CAC)
Special Meeting Minutes -- Tuesday, August 20, 2024
Van Nuys FlyAway, 2nd Fl. Conf. Rm., 7610 Woodley Ave., Van Nuys, CA 91406

CALL TO ORDER – CHAIRMAN JASON PRICE

The meeting was called to order at 7:03 p.m. by Chair Jason Price. Eleven of the 20 Council Members were present: Alicia Avery, Rolando Chavez, Roslyn Dahl, MaryKate Harris, Tom Materna, Kanchan Mattoo, Lisa Petrus, Jason Price (Chair), Bob Rodine (Parliamentarian), Wayne Williams (Vice-Chair) and Phyllis Winger (CD12). Nine Council Members were absent: Eliot Cohen, Doug Decker, Kathy Delle Donne, Leonel Fuentes, Naila Mendes, Heren Molina, John Parker, Araz Parseghian and Eric Robinson. Per the VNY CAC Bylaws [see <https://www.iflyvny.com/-/media/iflyvny/community-information/files/citizen-advisory-council/cacbylaws.ashx?20200724>], “ARTICLE V – MEETINGS, Section 3. Quorum: b. A quorum of a regular or special meeting shall be a majority of the appointed members”; a quorum (of at least 11) of the filled Council Seats was present. All twenty of the 20 Council Seats were filled. No Council Seat was vacant. Approximately 18 stakeholders and guests attended.

I. APPROVAL OF MINUTES/DISCUSSION NOTES

Mr. Rodine requested deferring meeting Minutes approvals.

- a. Approval of minutes for June 4, 2024
- b. Approval of minutes for May 7, 2024
- c. Approval of minutes for March 12, 2024

Ms. Avery requested and it was agreed to include a note in the March 12th Minutes to see the May 7th Minutes for corrections to the March 12th Minutes.

MOTION (by Mr. Williams, seconded by Ms. Dahl): The Van Nuys Airport Citizens Advisory Council approves the June 4, 2024; May 7, 2024; and March 12, 2024 Minutes.

MOTION PASSED by a roll call vote of the 11 eligible voters present with 10 in favor (“Yes” or “Aye”) (Avery, Chavez, Dahl, Harris, Materna, Mattoo, Petrus, Price, Williams and Winger); zero opposed; one abstained (VNY CAC abstentions are counted as “yes” votes) (Rodine).

II. Staff Reports

- a. VNY Airport Manager

Paul Herrera reminded that this was being recorded and that they continue to work on technology to also provide video. He noted that, soon, these meetings likely will move to Van Nuys City Hall. This was his report:

Good Evening! Thank you all for joining us tonight. Please allow me to share a few airport updates and opportunities to get involved with the airport.

As I shared last month, we are using a streaming feature to allow for remote access into our room. When we reach maximum room occupancy, we need to have folks step outside the conference room and/or step into the break room to ensure that we are meeting LAFD fire code requirements. The streaming feature will allow you to view the meeting real time and folks that wish to speak during public comment can step into the room during their time to provide comment. A monitor has also been placed downstairs for folks that wish to view the session remotely and can step into the room to provide public comment when their name is called for comment.

I want to start by thanking Chair Price and the CAC members for finding a time to reschedule the August CAC meeting. We understand the value this meeting has for members of the community and we thank you for your efforts to secure this meeting before the end of the month.

I want to let the community know about a recent letter that was sent from LAWA CEO John Ackerman to the CAC members in response to the May 7, 2024 VNY CAC Economic Policy Motion. The letter goes thru each of the 11 points individually and how while we are not able to do 100% of what is being requested in the motion, we have identified several items that we can begin work on immediately.

Some of the key updates in the letter include:

- **Working with CD6 and LA City Planning for the development of a Specific Plan:** LAWA supports the creation of a new airport specific plan and we have committed to Councilmember Padilla that we will fund the necessary City Planning staff resources to support development of a specific plan for the Van Nuys Airport.
- It will be a robust planning process led by the City's Planning Department with the full support of LAWA and engagement of the Council Office and stakeholders.
- **Quieter Nights Program:** At the July 18 Board of Airport Commissioners meeting, LAWA honored 21 VNY operators with Friendly Flyer Awards for their efforts to reduce noise as part of our comprehensive noise program at VNY.
- We agree that now is the time to strengthen our commitment to this program by investing in signage both off and on the airfield - including posters for our FBOs and our tower, repainting signage on the airfield, and continuing ongoing education and outreach to pilots and operators at VNY.
- A comprehensive communications campaign will further increase awareness of the Quiet Nights Program and Quiet Jet Departure procedures and encourage jet

aircraft operators to participate - unless they are involved in military, law enforcement, emergency, fire, or air ambulance/life flight operations.

- I know that those on the CAC have received this letter in case anyone from the community is interested in reading the full letter.

Van Nuys Relics Museum

ABC Localish is a national TV and digital media network dedicated to telling positive stories that celebrate our communities across America. I'm happy to share that a real nice segment covered Localish Los Angeles - Valley Relics Museum at VNY. https://prod-archive.criticalmention.com/clips/73013/14694/e343a726-6b3f-4a7b-b96c-95a7cbed686c_1722876878065458.mp4

NVOC – Technical Program

- Congratulations to the instructors and high school students at North Valley Occupational Center's five-week summer program, which introduced youth to aviation mechanics. For decades, the North Valley Occupational Center (NVOC) has offered adult students in the Los Angeles Unified School District (LAUSD) the opportunity to learn about aircraft maintenance providing them with hands-on training at Van Nuys Airport. But for the first time this summer, the center opened its doors to high school students in the district to receive hands-on experience with the inner workings of airplanes – all at no cost. The program has operated under LAUSD's Division of Adult and Career Education and was opened up to high school students this year through the Community Schools Initiative – a grant that exposes high schoolers to the careers offered in adult education. There were 20 students who completed the program and there was some great coverage about the program on NBC, the San Fernando Valley Sun, Univision and Telemundo as well.

California City News also ran an article about how Van Nuys Airport Tenants lead the way in sustainable aviation. The article highlighted Aeroplex/Aerorelease Group, Castle & Cooke Aviation, Clay Lacy Aviation, Helinet Aviation, Jet Aviation, Signature Flight Support, and LAWA's Airport Administration Building which have all achieved certification through the Los Angeles Green Business Program.

VNY CAC

Ms. Phyllis Winger joins the VNY CAC as a new member of VNY CAC appointed by Council District 12 (CM John Lee). Ms. Winger is stepping in to fill the vacancy previously held by Harold Lee. Phyllis for many years being involved in the community and her work within the City of Los Angeles. She served as an Associate Planning Deputy and then Chief Planning Deputy for CM Hal Bernson 80s/90s. She also served as Chief Planning and Land Use Deputy for CM Greig Smith and Mitchell Englander. Given her extensive background, Ms. Winger is

especially qualified by reason of training and experience and will be a great addition to the VNY CAC.

Mr. Rolando Chavez Carranza joins the VNY CAC as a new member of the VNY CAC appointed by the Mayor's Office. Mr. Carranza is Manager at Alta Med Health Services in their Government Relations Department. He is involved in their Legislative and Advocacy Affairs since March of 2023. Prior to that he has served as a Senior Policy Analyst since May of 2021. He served as a Congressional Field Deputy for U.S. House of Representative – Congressman Jimmy Gomez. He served as a Congressional Staff Assistant from 2017-2019. We welcome Mr. Carranza to the CAC and anticipate him being a great addition to the VNY CAC.

Guided Tours

Finally, I wanted to add another plug for our airfield tours which are continuing in the coming months. If you know of any individuals, families, or groups who would like to join us for our next round of community tours, please contact communityrelations@lawa.org for more information.

BOAC – Meeting on July 18th

- Jet Center, Hangar 1, Van Nuys Airport, 16300 Daily Drive on July 18, 2024 at 10:00 AM. Needless to say that it was really warm and visitors got first hand experience of what our employees go through by working in these conditions. I want to express my gratitude to many who were present and provided public comment. I think we really had a great showing and had a strong representation of our community both residents and business partners that help shape VNY. We also recognized our Friendly Flier Award Recipients. At the July 18 Board of Airport Commissioners meeting, LAWA honored 21 VNY operators with Friendly Flyer Awards for their efforts to reduce noise as part of our noise mitigation efforts which has the Quieter Nights Program (QNP) as one of the main elements of our multi-faceted Noise Program.

Thank you very much for your continued support and providing public comment at the BOAC meetings at LAX and specifically at VNY when they are held hear locally.

Operations - VNY

At VNY, there were 30,429 aircraft operations in June, including operations conducted while the Air Traffic Control Tower was closed (After Hour Operations). This represents a 4.16% decrease in operations as compared to June 2023. VNY's YTD 2024 operations totals are currently up by 1.24% as compared to YTD 2023 totals.

Based on our Noise and Operations Monitoring System to date, there were approximately a total of 4,803 jet operations at VNY in June. This is a 5.6%

decrease compared to June 2023 (5,072) and a 17% decrease compared to the previous month of May (5,620).

b. VNY Chief of Airport Operations

Mr. Herrera reported for Christian Moreno as follows:

“Last week, Airport Manager & Chief of Airport Operations participated in a visit with LAUSD Superintendent Alberto Carvalho at the North Valley Occupational Center.

Airport Operations in conjunction with Airport Police continues working with Airport Safety & Security Systems, IMT Team surveying security camera locations within the airfield.

Airport management and ATCT staff met with Bureau of Engineering, Department of Public Works, working on a survey project within the Sepulveda Basin for all existing lease areas of the Department of Recreation and Parks, which is over 1,500 acres. As part of BOE’s project, they will be coordinating with VNY for an aerial survey over the Basin, a portion of which falls within the flight path of VNY.

Christian Moreno and Ryan Page have been revisiting all flight schools on the airfield to review all rules and regulations including the No Early Turn policy and Repetitive Operations.

Late July, Department of Transportation, Caltrans – Division of Aeronautics Aviation Safety Officer visited VNY Airport for their annual inspection and conducted a State permit compliance inspection and reviewed Federal Aviation Administration (FAA) Airport Record (Form 5010-1) to make sure all information is up to date. The airport was found to be in excellent condition with no safety or airport permit compliance discrepancies.

VNY Maintenance has finally received the new Graco HD paint striper. This new asset is equipped with two pumps, three paint and bead gun units, capable of spraying two colors, three separate lines simultaneously which will meet current FAA design standards on the airfield.”

c. VNY Airport Affairs Group

Nicole Carcel, Director of Community Relations, reported as follows:

“The Van Nuys Airport joined the San Fernando Valley Pride Parade as a Hero Sponsor on Saturday, June 29th, along with the offices of Mayor Karen Bass, Senator Caroline Menjivar, and Councilmember Imelda Padilla, and was proud to support our LGBTQ+ community alongside the organizers of SFV Pride Somos Familia Valle.

On Wednesday, July 10th, Community Relations staff helped celebrate the 49th birthday of the Van Nuys FlyAway with an event at the Flyaway station that included snacks, giveaways and a visit from the LAX PUPs airport therapy dogs for arriving and departing passengers.

On Tuesday, Aug. 6, Community Relations staff represented VNY at the LAPD West Valley Division's National Night Out, at Randall Simmons Park in Reseda. Staff members answered community questions and handout out Van Nuys branded gift items.

On June 27 and August 8, Community Relations staff gave airfield tours to groups of students participating in City Council President Paul Krekorian's Youth Leadership Academy. Students were able to see a wide ranging operations on the airfield visit LAFD Station 114.

Last weekend, the community relations team supported the Discovery Cube of San Fernando Valley's Aviation Days, which will gave youth from all over the community the chance to explore the Discovery Cube's hands-on exhibits and aviation related sciences in an educational setting."

d. VNY Environmental Programs Group

Ryan Page, VNY Noise Officer, reported that the Quiet Nights Program second quarter report is on the website. This was his report:

"VNY May and Jun 2024 Statistics

Early Turn Program

May - There were 11 Jet Early Turns that were directed by ATC to turn for a variety of reasons, wind drift and other pilot safety concerns. There were 9 Early Turns that deviated from VNY No Early Turn Policy.

Jun - There were 4 Jet Early Turns that were directed by ATC to turn for a variety of reasons, wind drift and other pilot safety concerns. There were 2 Early Turns that deviated from VNY No Early Turn Policy.

VNY Noise Comments

May - There were approximately 160 (163) individuals who submitted over 10,800 comments (10,860) in May. Compared to May 2023, these numbers represent a 17 % decrease in the number of individuals submitting comments and a 44 % decrease in the number of comments received.

Jun - There were approximately 140 (146) individuals who submitted over 8,700 comments (8,743) in Jun. Compared to Jun 2023, these numbers represent a 30% decrease in the number of individuals submitting comments and a 49% decrease in the number of comments received.

For July 2024, we have preliminary numbers showing approximately 140 (145) individuals submitting over 7,900 (7,974) comments.

□ Quiet Departure/Fly Friendly Program

May - VNY had 9 Jets that exceeded their specific Target noise levels out of 2,658 jet departures to the south from runway 16R. This represents a 99.7% compliance rate with VNY's Fly Friendly program.

Jun - VNY had 9 Jets that exceeded their specific Target noise levels out of 2,288 jet departures to the south from runway 16R. This represents a 99.6% compliance rate with VNY's Fly Friendly program."

[See <https://www.iflyvny.com/no-early-turn>; <https://www.lawa.org/en/lawa-environment/noise-management/van-nuys/vny-noise-comments>; and <https://www.iflyvny.com/pilot-information/noise-restrictions>.]

The Director of Sustainability and Compliance noted outreach to flight schools; he also will outreach to academic schools, which Mr. Williams explained could help stop early turns. Mr. Price said that most early turns are because of tower directions. Mr. Page added that there are 19 flight schools at Van Nuys Airport.

e. VNY Officer-in-Charge, Airport Police

Mr. Herrera relayed that Lt. Gilbert will report at the next meeting.

III. BOAC AGENDA ITEMS CONCERNING VNY

This was Mr. Herrera's BOAC report:

"Since the VNY CAC Meeting held on Tuesday, June 4th, we have had three Meetings of the BOAC. On June 13th, July 18th, Aug 15th.

June 13th.

DEFERRED

RESOLUTION NO. - Second Amendment to Service Agreement 4700002246 with Elevate Public Affairs LLC: To increase the contract authority by \$500,000, for new total not to exceed \$1,000,000, covering continued communications and community relations services at Van Nuys Airport

PURPOSE: The proposed action is to ensure that Los Angeles World Airports has a contract in place for communications and community relations services, and to ensure continuity of those services provided under the current agreement with Elevate Public Affairs LLC.

DEFERRED

RESOLUTION NO. - First Amendment to Lease VNA-9197 with the County of Los Angeles Fire Department: Covering additional land and hangar space at Van Nuys Airport, for \$632,000 in revenue over the remaining term

PURPOSE: Approval of the lease amendment will provide the County of Los Angeles Fire Department with additional space for staging of water-dropping aircraft at Van Nuys Airport.

DEFERRED

RESOLUTION NO. - Blanket Authority to issue Non-Exclusive License Agreements to Rental Car Companies: To allow for rental car services at Los Angeles International Airport fixed base operator locations and at Van Nuys Airport master tenant locations

PURPOSE: Staff request approval of blanket authority to issue Non-Exclusive License Agreements to allow rental car companies to provide rental cars at fixed base operator locations at Los Angeles International Airport and at master tenant locations at Van Nuys Airport. Approval of the item will improve guest experience of travelers utilizing those facilities by creating a practical and convenient vehicle rental option while generating additional non-aeronautical revenue for Los Angeles World Airports.

RESOLUTION NO. - Contract with Emergency One Inc., a subsidiary of REV Group Inc. and a Delaware corporation, dba E-One Inc.: By joining Sourcewell Contract 113021-RVG, covering purchase of a 1,500-gallon Aircraft Rescue and Firefighting vehicle for use at Van Nuys Airport, for cost not to exceed \$1,660,226

PURPOSE: Approval of the proposed contract will allow for purchase of a 1,500-gallon Aircraft Rescue and Firefighting (ARFF) vehicle for use at Van Nuys Airport to replace aging ARFF vehicles.

DEFERRED

RESOLUTION NO. - Award of three (3)-year Contract to D2(Squared) Industrial Services LLC: Covering pipe insulation services at Los Angeles International Airport and Van Nuys Airport, for cost not to exceed \$450,000

PURPOSE: The proposed action will establish a three (3)-year contract for pipe insulation services at Los Angeles International Airport and Van Nuys Airport to provide insulating materials and repair services for industrial and domestic water piping and related equipment.

RESOLUTION NO. - Contract with Garland/DBS Inc.: By joining Racine County, Wisconsin Contract PW1925, covering roof repair services and materials at Los Angeles International Airport and Van Nuys Airport, for term not to exceed three (3) years and cost not to exceed \$15,000,000

PURPOSE: The proposed contract with Garland/DBS Inc. will provide on-call roof repair services and materials for preventive and corrective maintenance, repair, and replacement of various roofing systems at Los Angeles International Airport and Van Nuys Airport facilities.

RESOLUTION NO. - Contract with Tarkett USA Inc.: By joining Sourcewell Contract 061323-TFU, covering supply, delivery, and installation of flooring materials at Los Angeles International Airport and Van Nuys Airport, for term not to exceed seventy-five (75) months and cost not to exceed \$2,934,000

PURPOSE: The proposed action will establish a contract for supply, delivery, and installation of flooring materials for Los Angeles International Airport and Van Nuys Airport.

RESOLUTION NO. - Contract with EJ Ward Inc.: By joining Sourcewell Contract 092920-EJW, covering supply, installation, and maintenance of automated fuel management systems for fleet vehicles at Los Angeles International Airport and Van Nuys Airport, for term not to exceed eighteen (18) months, including a one (1)-year extension option, and for cost not to exceed \$230,000

PURPOSE: The proposed action will establish a contract for supply, installation, configuration, and maintenance of automated fuel management systems for gasoline, diesel, natural gas, and electric-powered vehicles for Los Angeles World Airports' fleet.

July 18th

RESOLUTION NO. - Twenty (20)-year Memorandum of Agreement with the Federal Aviation Administration: Covering continued operation and maintenance of said agency's existing navigation, communication, and weather aid facilities required to support the ongoing air traffic operations at Van Nuys Airport

PURPOSE: Approval of the proposed Memorandum of Agreement will allow the Federal Aviation Administration to continue to occupy spaces that support operations at Van Nuys Airport.

RESOLUTION NO. - Blanket Authority to issue Non-Exclusive License Agreements to Rental Car Companies: To allow for rental car services at Los Angeles International Airport fixed base operator locations and at Van Nuys Airport master tenant locations

PURPOSE: Staff request approval of blanket authority to issue Non-Exclusive License Agreements to allow rental car companies to provide rental cars at fixed base operator locations at Los Angeles International Airport and at master tenant locations at Van Nuys Airport. Approval of the item will improve guest experience of travelers utilizing those facilities by creating a practical and convenient vehicle rental option while generating additional non-aeronautical revenue for Los Angeles World Airports.

RESOLUTION NO. - First Amendment to Contract DA-5628 with Waters Environmental Services and Technologies Corp dba Westcorp: To increase the contract authority by \$800,000, for new total not to exceed \$3,650,000, covering duct cleaning and repair services at Los Angeles International Airport and Van Nuys Airport

PURPOSE: The purpose of the proposed action is to increase the contract authority with Waters Environmental Services and Technologies Corp dba Westcorp to continue providing duct cleaning, mold abatement, and repair services at Los Angeles International Airport and Van Nuys Airport.

RESOLUTION NO. - Contract with Tarkett USA Inc.: By joining Sourcewell Contract 061323-TFU, covering supply, delivery, and installation of flooring materials at Los Angeles International Airport and Van Nuys Airport, for term not to exceed seventy-five (75) months and cost not to exceed \$2,934,000

PURPOSE: The proposed action will establish a contract for supply, delivery, and installation of flooring materials for Los Angeles International Airport and Van Nuys Airport.

RESOLUTION NO. - Award of three (3)-year Contract to D2 (Squared) Industrial Services LLC: Covering pipe insulation services at Los Angeles International Airport and Van Nuys Airport, for cost not to exceed \$450,000

PURPOSE: The proposed action will establish a three (3)-year contract for pipe insulation services at Los Angeles International Airport and Van Nuys Airport to provide insulating materials and repair services for industrial and domestic water piping and related equipment.

RESOLUTION NO. - Award of three (3)-year Contract to Vestis Group Inc. dba Aramark Uniform Services: Covering uniform rental and laundering services for Fleet Services staff at Los Angeles International Airport and Van Nuys Airport, for overall cost not to exceed \$450,000

PURPOSE: The proposed three (3)-year contract with Vestis Group Inc. dba Aramark Uniform Services for uniform rental and laundering services for Fleet Services staff in the Facilities Management Division will provide staff with flame-resistant garments, as required by their job function, at Los Angeles International Airport and Van Nuys Airport.

RESOLUTION NO. - Second Amendment to Service Agreement 4700002246 with Elevate Public Affairs LLC: To increase the contract authority by \$500,000, for new total not to exceed \$1,000,000, covering continued communications and community relations services at Van Nuys Airport

PURPOSE: The proposed action is to ensure that Los Angeles World Airports has a contract in place for communications and community relations services, and to ensure continuity of those services provided under the current agreement with Elevate Public Affairs LLC.

RESOLUTION NO. - First Amendment to Lease VNA-9197 with the County of Los Angeles Fire Department: Covering additional land and hangar space at Van Nuys Airport, for \$632,000 in revenue over the remaining term

PURPOSE: Approval of the lease amendment will provide the County of Los Angeles Fire Department with additional space for staging of water-dropping aircraft at Van Nuys Airport.

August 15th

RESOLUTION NO. - Five (5)-year Parking Agreement with Signature Flight Support Corporation LLC: Covering sublease, to Los Angeles World Airports, of parking spaces at Van Nuys Airport, for annual cost of \$9,720, subject to a fixed 3% annual escalator over the term

PURPOSE: Approval of the proposed Parking Agreement will provide continued vehicle parking for Los Angeles World Airports vehicles adjacent to the nearest airfield access gate at Van Nuys Airport.

RESOLUTION NO. - Acceptance of a Grant Offer and Execution of a Grant Agreement with the Federal Aviation Administration: For construction of the Taxiways Reconstruction Project at Van Nuys Airport

PURPOSE: The proposed actions involve acceptance of federal grant funds from the Federal Aviation Administration as direct reimbursement of capital expenditures for construction of Taxiways Reconstruction Project at Van Nuys Airport.

As it relates to VNY CAC Communication Process Regarding LAWA Procurements

A Non-Aeronautical RFPs that was posted and is now closed is for an Award of Lease to a successful bidder for Roof-Top Solar for up to eight (8) rooftop locations at the Van Nuys Airport. This item will be placed on an upcoming BOAC Meeting Agenda.

Another set of Non-Aeronautical RFPs that is being considered are for the following locations:

1. 16800 Roscoe Blvd (RFP 212463) – This is for the current Home Depot site on the northwest corner of the VNY Airport on the corner of Roscoe and Balboa Bld. This opened on January 24th and closed on May 14th at 2pm. The proposals are being evaluated and once the winning proposer negotiates

the final terms of the lease, it will be on an upcoming BOAC agenda (anticipated for Dec) for an award of lease.

2. 7277 Valjean Ave (RFP 213052) - LAWA seeked proposals from qualified individuals or firms to lease a non-aviation property. This is currently the Airtel Plaza Hotel site. While the footprint of the current lease has been modified, the majority of the leasehold is intended to be used for a hotel through this project. This Opened on February 23rd and closed on March 28th at 2pm. The proposals are being evaluated and once the winning proposer negotiates the final terms of the lease, it will be placed on an upcoming BOAC agenda for approval for an award of lease.
3. 6550 Odessa St. (RFP 214355). We plan to release an RFP for the site location south of the Van Nuys Airport between Vanowen and Victory and Odessa and Valjean. This is for a Commercial property Non-Aeronautical use. This opened on April 24th and scheduled to close on 9/10/2024.
4. Balboa Brick Site. (1-acre site) at 16755 Balboa Blvd. We plan to release an RFP for the site location on Roscoe Blvd between Balboa Blvd and Hayvenhurst Ave for leasing of non-aviation land and existing improvements. This is for a small 1-acre industrial lot. This was released on 8/8/2024 and is scheduled to close on 9/26/2024.
5. Galpin (Vehicle Storage Lot) at 16841 Roscoe Blvd. We plan to release an RFP for the site location on Roscoe Blvd between Balboa Blvd and Gothic Ave for leasing of non-aviation land and existing improvements. This is for a small 1-acre industrial lot.

Once the BOAC and City Council awards lease(s), the proposer will move into the project phase (if applicable) where the successful bidder will be invited to make a project presentation to the VNY CAC to solicit input and feedback on any significant redevelopment. In addition, the CAC and members of the community will be provided an opportunity to comment on the development as they progress through the entitlement and/or environmental process as required by the City.

These RFPs and any future ones that are released by LAWA can be found at <https://www.rampla.org> “

Mr. Williams explained that the CAC used to have presentations regarding BOAC projects and that the CAC would vote to support them or not; he requested the Chair to agendize them as the CAC used to up to around eight years ago. Mr. Herrera said his team will discuss whether to have presentations “prior to award of lease.” He indicated that LAWA is working to improve RFP notices.

Linda Gravani, President of the Lake Balboa Neighborhood Council and Chair of the Valley Alliance of Neighborhood Councils, said the Vision Plan also is important.

IV. PUBLIC COMMENT PERIOD

Resident Kern Konwiser played an audio recording of airplane noise over his house, happening “hundreds of times a day, seven days a week”; he estimated 450 times a day. He demonstrated how he and others have to talk very loud to each other in his back yard. He showed a map he made indicating many early turns. He noted high decibels of noise and said the “FAA-approved noise abatement policy” isn’t being followed, adding that “7,000 feet: almost nobody does it . . . there’s no consequence.” Civil Air Patrol [CAP] volunteer Jimmy described their aerial communication, and search and rescue support. He’d like to present about the CAP to the CAC; Mr. Williams supported that. Ms. Gravani wanted to be agendized to present to the CAC. Resident Suzanne Gutierrez, of Fumefighters United, distributed copies of an email she’d sent to the Council, Mr. Herrera and others. Resident Eric Belland said “something substantially different has been going on the last two years.” He described greatly increased noise and that he and others can’t talk on his patio. He said “our neighborhood is sick of it . . . They’re stalwart Valley residents.”

V. REPORT FROM THE CHAIR

Mr. Price indicated that he had no report.

VI. NEW BUSINESS

a. VNY Tenant Briefing (Clay Lacy) – Presentation

Mr. Price reported that a Clay Lacy representative couldn’t attend; Mr. Price will re-agendize this.

b. VNY CAC Procedures – Discussion/Action

Mr. Price reported that “it was approved to put on the Agenda” and he’d been trying since January to have a Robert’s Rules of Order and Brown Act speaker for this meeting. Mr. Williams distributed copies of the below Motion, saying it reflects “the way the [Council] conducted business for decades.”

MOTION (by Mr. Williams, seconded by Ms. Avery): The Van Nuys Airport Citizens Advisory Council moves that:

Whereas the Van Nuys Airport Citizens Advisory Council (VNY CAC) is an advisory council intended to support the public residents & businesses outside the airport who are impacted by airport activities.

Whereas the VNY CAC as a Los Angeles City entity is to follow the Intent of the Brown Act and Robert’s Rules of Order, operating with transparency and timely conduct.

Whereas the sequence of events listed below have been normal operating procedure in the long history of the VNY CAC. It is therefore reiterated and requested that all the items in this motion below be followed so as to keep the

Members of the CAC and the public informed in a timely manner so they can act and respond constructively on all matters before the VNY CAC.

Therefore, VNY CAC leadership, and VNY Los Angeles World Airports (LAWA) supporting staff are requested formally to follow the items below:

Agenda Posting and distribution procedure prior to meeting.

1. The posting of the Agenda is to include the upcoming meeting Agenda, the previous Meeting Minutes, all VNY & BOAC Staff Reports related to Van Nuys Airport (VNY) and submitted written public comments to date.
 - a. Any last-minute public comments submitted after the 72-hour time frame before a VNY CAC meeting and prior to Midnight of the day before the VNY CAC meeting shall be delivered to VNY CAC Members Council Offices, BOAC Staff and Mayor's office personnel informing them of the posting by noon of the day of the Monthly meeting.
 - b. As per Roberts Rules of Order, Meeting Minutes are to include what was done, not what was said. (RONR (12th Ed.) 48.2 also see PP 148-149 RONR In Brief) This should also included the text of main motions, as they stood when finally voted upon.
2. The Agenda & related items are to be posted at the offices of the Van Nuys Airport Staff and VNY CAC Website no later than 72 Hours prior to upcoming monthly scheduled VNY CAC meetings.
3. The Agenda & related items are to be distributed via email to all VNY CAC Members no later than 72 hours prior to upcoming monthly scheduled VNY CAC meetings. The related items to be included are the previous Meeting Minutes pending approval, all Staff and BOAC Reports related to VNY.

Agenda Format Procedure.

1. All Presentation, Discussion/Action agenda items must include a Subject Title and a 2-3 sentence short description of the items, whether for discussion/action or presentation.
2. As written Staff and BOAC Reports are to be distributed in advance of the meeting, any new items that have occurred since the posting of the Agenda can be presented verbally by staff during Staff Report agenda item along with Members further discussion on any items included in the written staff reports. Ideally, Staff reports & discussion should be limited to 15 minutes of the meeting agenda.

Meeting Public Access procedure.

1. LAWA VNY Staff are to post all audio/video live streamed and recordings of previous meetings and approved meeting minutes within 72 hours of said meeting.
2. Posted audio/video recordings must be available for download on the VNY CAC website and an email sent to all VNY CAC Members, Council Offices, BOAC Staff and Mayor's office personnel informing them of the posting.
3. Verbal comments presented during the Public Comments section of Agenda items may be included in the public comments section of the VNY CAC Website if provided legibly in writing, by the speaker making said comments, to VNY CAC Secretary by no later than the conclusion of the meeting.

Approved Motion Distribution procedure.

All Motions passed by the VNY CAC during monthly meetings are to be sent via formal Letter, on VNY CAC Stationary, defining the Motion passed, the vote by Members (Yeah, Ney, Abstain) listed (unless by unanimous vote) to all appropriate parties (Mayor's office, City Council Offices, LAWA, BOAC, FAA Federal and State Representatives) as appropriate to the motion, and signed by the presiding Chairperson of the VNY CAC. This letter is also to be sent via email to all Members of the VNY CAC within 72 hours of its passage.

All distribution and delivery of official documents are to display who specifically received the documents via US Mail and/or cc'd via Email as stated on the official document to provide complete transparency.

DISCUSSION: Mr. Rodine said that Robert's Rules of Order says that Motions "are not necessarily intended to inform." Mr. Price said "most of these are things we're already doing; we're just codifying them." There was much discussion of the Motion's details. Ms. Gravani reported that she told the City that the Council is not part of the City's ENS (Early Notification System).

AMENDMENT to the MOTION (by Mr. Materna, seconded by Ms. Dahl): The Van Nuys Airport Citizens Advisory Council adds to the Main Motion the wording "time to be allotted for discussion of public comments at every meeting."

AMENDMENT to the MOTION WITHDRAWN (by Mr. Materna, seconded by Ms. Dahl).

SUBSTITUTE MOTION (by Mr. Materna, seconded by Ms. Dahl): The Van Nuys Airport Citizens Advisory Council moves that:

Whereas the Van Nuys Airport Citizens Advisory Council (VNY CAC) is an advisory council intended to support the public residents & businesses outside the airport who are impacted by airport activities.

Whereas the VNY CAC as a Los Angeles City entity is to follow the Intent of the Brown Act and Robert's Rules of Order, operating with transparency and timely conduct.

Whereas the sequence of events listed below have been normal operating procedure in the long history of the VNY CAC. It is therefore reiterated and requested that all the items in this motion below be followed so as to keep the Members of the CAC and the public informed in a timely manner so they can act and respond constructively on all matters before the VNY CAC.

Therefore, VNY CAC leadership, and VNY Los Angeles World Airports (LAWA) supporting staff are requested formally to follow the items below:

Agenda Posting and distribution procedure prior to meeting.

1. The posting of the Agenda is to include the upcoming meeting Agenda, the previous Meeting Minutes, all VNY & BOAC Staff Reports related to Van Nuys Airport (VNY) and submitted written public comments to date.
 - a. Any last-minute public comments submitted after the 72-hour time frame before a VNY CAC meeting and prior to Midnight of the day before the VNY CAC meeting shall be delivered to VNY CAC Members Council Offices, BOAC Staff and Mayor's office personnel informing them of the posting by noon of the day of the Monthly meeting.
 - b. As per Roberts Rules of Order, Meeting Minutes are to include what was done, not what was said. (RONR (12th Ed.) 48.2 also see PP 148-149 RONR In Brief) This should also included the text of main motions, as they stood when finally voted upon.
 - c. send Agenda to all requesting until such time that VNY CAC can become a part of the City Early Notice distribution system.
2. The Agenda & related items are to be posted at the offices of the Van Nuys Airport Staff and VNY CAC Website no later than 72 Hours prior to upcoming monthly scheduled VNY CAC meetings.
3. The Agenda & related items are to be distributed via email to all VNY CAC Members no later than 72 hours prior to upcoming monthly scheduled VNY CAC meetings. The related items to be included are the previous Meeting Minutes pending approval, all Staff and BOAC Reports related to VNY.

Agenda Format Procedure.

1. All Presentation, Discussion/Action agenda items must include a Subject Title and a 2-3 sentence short description of the items, whether for discussion/action or presentation.
2. As written Staff and BOAC Reports are to be distributed in advance of the meeting, any new items that have occurred since the posting of the Agenda can be presented verbally by staff during Staff Report agenda item along with Members further discussion on any items included in the written staff reports. Ideally, Staff reports & discussion should be limited to 15 minutes of the meeting agenda.
3. Time be allotted to adding items to the next or future Agenda items by vote of the CAC at any meeting during Members' Comments.

Meeting Public Access procedure.

1. LAWA VNY Staff are to post all audio/video live streamed and recordings of previous meetings and approved meeting minutes within 72 hours of said meeting.
2. Posted audio/video recordings must be available for download on the VNY CAC website and an email sent to all VNY CAC Members, Council Offices, BOAC Staff and Mayor's office personnel informing them of the posting.
3. Verbal comments presented during the Public Comments section of Agenda items may be included in the public comments section of the VNY CAC Website if provided legibly in writing, by the speaker making said comments, to VNY CAC Secretary by no later than the conclusion of the meeting.

Approved Motion Distribution procedure.

All Motions passed by the VNY CAC during monthly meetings are to be sent via formal Letter, on VNY CAC Stationary, defining the Motion passed, the vote by Members (Yeah, Ney, Abstain) listed (unless by unanimous vote) to all appropriate parties (Mayor's office, City Council Offices, LAWA, BOAC, FAA Federal and State Representatives) as appropriate to the motion, and signed by the presiding Chairperson of the VNY CAC. This letter is also to be sent via email to all Members of the VNY CAC within 72 hours of its passage.

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DISCUSSION: Ms. Gutierrez said that Agendas need more information. Mr. Williams explained that Agenda requests can be made during Members' Comments near the end of each meeting. Mr. Rodine reminded that the Council doesn't take action; it recommends.

SUBSTITUTE MOTION PASSED by a roll call vote of the 11 eligible voters present with 10 in favor ("Yes" or "Aye") (Avery, Chavez, Dahl, Harris, Materna, Mattoo, Petrus, Price, Rodine and Williams); zero opposed; one abstained (VNY CAC abstentions are counted as "yes" votes) (Winger).

VII. OLD BUSINESS

No items were discussed.

VIII. REPORT FROM THE WORKING GROUPS

- a. Membership Committee – Araz Parseghian
There was extensive discussion of ad hoc committee membership rules. Ms. Petrus and Ms. Avery will research it.

- b. Vision Study Ad Hoc Committee - MaryKate Harris, John Parker and Wayne Williams
There was no report. [See <https://www.iflyvny.com/vision-study>.]

IX. ADVISORY COUNCIL MEMBERS' COMMENTS

MOTION (by Mr. Mattoo, seconded by Mr. Materna): The Van Nuys Airport Citizens Advisory Council will Agendize discussion of early turns.

MOTION PASSED unanimously by consent; zero opposed; zero abstained.

Mr. Materna wanted rules followed regarding cancelling and calling meetings. Ms. Harris reported that, three years ago, Robert's Rules of Order training was attended by three Council Members; she urged having it again and attending; Mr. Chavez agreed. Mr. Rodine suggested having Parliamentarian Jim Stewart do the training. Ms. Avery requested to have the training "by October." Ms. Dahl said there seemed to be a "data points" disparity. Mr. Williams said he won't be at the September meeting; still, he'd accept being Chair or Vice-Chair if nominated. Ms. Winger wanted to discuss early turns consequences.

X. ADJOURNMENT

A Motion to Adjourn was made by Mr. Price, seconded by Ms. Petrus. The Motion was unanimously approved by consent; zero opposed; zero abstained.

The Meeting **adjourned** at 9:10 p.m.