

## **RESOLUTION NO. 8038**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA, CREATING THE KHHR COMMUNITIES NETWORK COMMITTEE**

**WHEREAS**, the City of Hawthorne maintains the Hawthorne Municipal Airport ("Airport"), which is currently the subject of a master lease agreement between the City of Hawthorne and Hawthorne Airport, LLC;

**WHEREAS**, the Airport's approaching and departing flight paths cross over residential properties to the east, west and southerly directions;

**WHEREAS**, on October 9, 2018, the City of Hawthorne adopted Resolution No. 8030 to encourage implementation of the Voluntary Pilot Guide and noise abatement procedures as a follow-up to the Federal Aviation Administration's ("FAA") approval of the Hawthorne Airport Noise Compatibility Program;

**WHEREAS**, recently, some residents of Hawthorne, neighboring cities, and communities of Los Angeles County unincorporated areas have contacted the City with questions, concerns and, in some cases, complaints about noise arising from use of the Airport;

**WHEREAS**, because the City wishes to ensure that the public has an adequate forum in which to voice concerns regarding aircraft noise and flight paths and to otherwise engage with airport users, lessees, sub lessees, and other community representatives;

**WHEREAS**, the City Council of the City of Hawthorne wishes to establish a standing committee to address Airport concerns in an open, transparent and organized manner.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HAWTHORNE  
HEREBY RESOLVES AS FOLLOWS:**

**Section 1.** The recitals of facts set forth above are true and correct.

**Section 2.** The City Council of the City of Hawthorne hereby approves creation of the KHHR Communities Networks Committee ("KHHR Committee").

**Section 3.** The City Council of the City of Hawthorne hereby approves the following bylaws for the KHHR Committee:

**I. Purpose.** The purpose of the KHHR Committee is to provide an informational forum engaging representatives from communities affected by FAA established flight paths, pilots and flight operation managers as well as FAA representatives in conversations aimed at finding ways to reduce and mitigate noise impacts on the surrounding communities to the extent possible by pilots and the FAA laws and regulations and safety standards.

**II. Membership.** The Committee shall be composed of seventeen (17) members. Members shall serve at the pleasure of the appointing party. One member shall be appointed from and by each of the following businesses, groups, geographic areas and/or organizations: (1) City Council of the City of Hawthorne (must be an elected member of City Council); (2) FAA's Flight Standards District Office; (3) Hawthorne Hangar Operations; (4) Hawthorne Airport, LLC; (5) Advanced Air LLC dba Jet

Center Los Angeles; (6) Star Helicopter; (7) Ramona Homeowner's Association; (8) Holly Glen Homeowner's Association; (9) Unincorporated L.A. County area of West Athens (must be resident); (10) Holly Park Homeowner's Association; (11) North Hawthorne Homeowner's Association; (12) City of Redondo Beach; (13) City of Gardena; (14) City of Hermosa Beach; (15) City of Hawthorne Planning and Zoning Commission (must be member); (16) Unincorporated L.A. County area of Wiseburn; and (17) the City of Los Angeles community of Harbor Gateway North (must be resident). Members from the City Council and the Planning & Zoning Commission must be appointed by the City Council. Geographic areas located within the City or County of Los Angeles that do not have a Homeowner's Association to perform the function of appointment shall have members appointed by the Office of the Supervisor of the Second District, or Office of the Councilmember representing the District in which it is located. A letter of appointment from the appropriate official of the Supervisorial District or Councilmember's Office will be required before an individual may serve.

**III. Chair & Vice-Chair.** Every two years, the Committee shall elect a chair and a vice-chair who shall act as chair only when the chair is absent, and whose duties shall be consistent with Robert's Rules of Order. In the event the chair and vice-chair are absent, the Secretary shall select a representative from the Committee to serve as acting chair. For the first meeting of the Committee, the chair of the Committee shall be the member from Advanced Air LLC dba Jet Center Los Angeles and Vice-Chair shall be the member from Hawthorne Airport, LLC. Elections shall take place in January of each new year.

**IV. Secretary.** The City's Airport Supervisor shall serve as Secretary of the Committee. The Secretary shall be responsible for providing a meeting room and preparing and copying documentary meeting materials, such as agenda reports. The City Clerk's Office shall provide to the Committee necessary technical and administrative assistance as follows: a) Preparation of and posting of public notices as required by the Ralph M. Brown Act, Government Code Section 54950, et seq.; b) Ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the City Council; and (c) Retaining all Committee records, and providing public access to such records on an Internet website maintained by the City.

**V. Meetings.** Regular meetings shall take place at 6:00 p.m. at the Hawthorne Memorial Center or at the Hawthorne Municipal Airport on the second Wednesday of the following months: January, April, July, and October.

**VI. Conduct of Meetings.** All meetings shall be open to the public in accordance with the Ralph M. Brown Act, Government Code Section 54950 et seq. Each member of the Committee will be given a current copy of the Ralph M. Brown Act.

**VII. Quorum** A majority of the Committee members (including vacancies) shall constitute a quorum for purposes of holding a meeting and the transaction of any business. Any nine (9) members shall constitute a quorum.

**VIII. Agendas.** Agendas shall be prepared by the Secretary in accordance with the requirements of the Ralph M. Brown Act. Any item supported by two members is sufficient to ensure it is on the next agenda. All items or reports shall be provided to the Secretary at least seven (7) days in advance of a scheduled regular meeting. Members shall receive agendas within 72 hours of the regular meeting.

**IX. Compensation & Dues.** Committee members are volunteers and shall not be compensated or reimbursed for their services.

**X. Robert's Rules of Order.** All meetings shall be conducted consistent with Robert's Rules of Order, unless a majority deems otherwise. A majority of members may at any time adopt additional rules for a certain meeting or a certain purpose only.

**XI. Oral Communication.** All agendas shall provide an opportunity for members of the public to speak on matters within the subject matter of the Committee, in accordance with the Brown Act. Oral Communication shall be limited to a maximum of one (1) hour and each person shall be permitted to speak for no more than three (3) minutes. The Committee may adopt other rules of decorum consistent with the Brown Act.

**XII. Community Liaison.** The Committee shall have two liaisons. Liaisons shall interact with residents and provide feedback to complaints received in an effective and customer friendly manner after reviewing webtrack or other similar websites, create and maintain a logging system documenting all complaints received, provide documentation by taking minutes of each meeting, provide sign-in sheets and provide agenda items for the next meeting to the Secretary, including, but not limited to, reports regarding current events or news articles related to the Airport and aviation in general as well as newly adopted FAA regulations. Liaisons shall be representatives of Hawthorne Airport LLC and Advanced Air LLC dba Jet Center Los Angeles. Community liaisons shall make publicly available their contact information, including email addresses, to all interested residents. Sign-in sheets must be prepared by liaisons and utilized at meeting. Sign-in sheets must be provided to the City Clerk and will become a public record.


**XIII. Minutes.** The Community Liaison(s) shall prepare minutes in a time manner (within 30 days after each meeting) that will be reviewed and finalized by the Secretary. Minutes shall include: (1) The time and place of each meeting of the Committee; (2) The names of the Committee members present; (3) Actions taken by the Committee, if any; and (4) A summary of all reports made to the Committee. All minutes shall be reduced to writing and presented to the Committee at its next regular meeting for approval, amendment or correction. The minutes or true copies thereof shall be open to public inspection. Copies of said minutes shall be filed with the City Clerk. Sign-in sheets shall be included with all official minutes.

**XIV. Duties.** It shall be the duty of the Committee to discuss, analyze and respond to concerns raised by residents in surrounding communities and, in particular, to monitor pilot responsiveness to residents' noise complaints and discuss ways to mitigate noise impact within the established Federal rules and safety parameters. The Committee shall have no oversight authority over any City Department, personnel, consultant, or budget. The Committee has no authority to bind the City to any contractual agreements. The Committee has no decision-making authority and may not compel or prevent a governmental decision either by reason of an exclusive power to initiate the decision or by reason of a veto that may not be overridden nor can it make any recommendations or presentations to the City Council. Individual members shall be required to prepare themselves for each meeting by reading agenda, reports, and other materials and communicating any questions to the Secretary, Chair or Vice-Chair in advance of the meeting. Individual members must inform the Secretary of any absence at least 24 hours in advance of the meeting.


**XV. Bylaws.** This Resolution, as adopted and amended, shall constitute bylaws of the Committee. The Committee may adopt additional rules and regulations not in conflict with the bylaws contained herein.

**Section 4.** This Resolution shall take effect immediately upon its adoption.

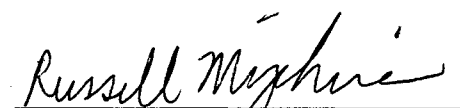
PASSED, APPROVED and ADOPTED this 11<sup>th</sup> day of December, 2018

  
ALEX VARGAS, Mayor  
City of Hawthorne, California

**ATTEST:**

  
PAUL JIMENEZ,  
City Clerk  
City of Hawthorne,  
California

**APPROVED AS TO FORM:**

  
RUSSELL MIYAHARA, City  
Attorney City of Hawthorne, California

STATE OF CALIFORNIA     )  
COUNTY OF LOS ANGELES) §  
CITY OF HAWTHORNE     )


I, **Monica Dicrisci**, the duly appointed Acting City Clerk of the City of Hawthorne, California, **DO HEREBY CERTIFY** that the foregoing Resolution, being Resolution No. 8038 was duly adopted by the City Council of the City of Hawthorne, at the regular meeting of the City Council held **December 11, 2018** and that it was adopted by the following vote, to wit:

AYES: Councilmembers Awad, Michelin, Monteiro, Valentine, Mayor Vargas.

NOES: None.

ABSTAIN: None.

ABSENT: None.

  
\_\_\_\_\_  
Monica Dicrisci  
Acting City Clerk  
City of Hawthorne, California