



# CITY OF LONG BEACH

DEPARTMENT OF PUBLIC WORKS

333 WEST OCEAN BOULEVARD • LONG BEACH, CA 90802 • (562) 570-6383 • FAX (562) 570-6012

February 23, 2001

Mr. Arthur Gainer, Chief Inspector  
United States Customs Service  
11099 South LaCienega Blvd. Suite 2000  
Los Angeles, CA 90045

Dear Inspector Gainer:

Thank you for meeting with us to review facilities and procedures for the conduct of on-call inspection service for Long Beach Airport (LGB) general aviation arrivals. As we discussed, this service recognizes LGB as being unique in its role as being one of the nation's busiest general aviation airports, a significant "reliever" to LAX in that regard, and the home of unique and specialized aviation needs such as Toyota's Aviation Department world headquarters, and Boeing/Gulfstream/Cessna Citation manufacturing and heavy maintenance functions.

Based on our meeting, the City of Long Beach Airport Bureau will provide the following:

- Office facility in the north end of the terminal building, with combination lock, telephone, and FAX machine, and data port if desired,
- US Customs vehicle parking space, adjacent to the office and near the arrival aircraft parking position,
- The Airport Bureau will be the coordinator and "clearinghouse" for all user clearance requests and flight status tracking.

It is our understanding, regarding initial FIS level of service, that:

- US Customs will coordinate with Agriculture, INS, and any other necessary FIS service providers,
- Service parameters will be Monday through Friday, 8am – 5pm,
- We will ensure at least 4-hour advance notice, and will always endeavor to provide substantially more lead-time (which should be possible in most cases). Additionally, we will provide at least 4-hour advance notice regarding forecast delays of more than 30 minutes from original arrival time,

#### AIRPORT BUREAU

4100 Donald Douglas Drive • Long Beach, CA 90808  
(562) 570-2619 • FAX (562) 570-2601

Email: [lgbapt@ix.netcom.com](mailto:lgbapt@ix.netcom.com) • Webpage: [www.lgb.org](http://www.lgb.org)

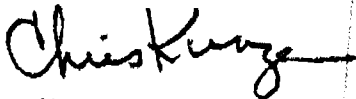
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- We will notify you, within the above lead-time, of any foreign nationals on board, so that you have time for the needed inter-agency coordination.

Our "single point of contact" will be designated for each occurrence, and may be accessed via our 24-hour Safety Office phone (562) 570-2640. As agreed, prior to your initial service visit, we will provide you with 50 copies of an LGB access and facilities map, and related local procedures.

Again, thank you very much for working with us, and I look forward to your confirmation of the above. Should you have any questions or concerns regarding this subject matter, please do not hesitate to call me at (562) 570-2607.

Sincerely,



Chris Kunze  
Manager, Airport Bureau

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