

**MINUTES OF A REGULAR MEETING
OF THE AIRPORT COMMISSION**

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, January 10, 2013 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Fitch, Glass, Hsiao, Jacobsen, Johnson, and Chairperson Orpe.

Absent: Commissioner Donnellan.

Also Present: Facility Operations Manager Megerdichian and Business Manager Williams.

MOTION: Commissioner Jacobsen moved to grant Commissioner Donnellan an excused absence for the January 10, 2013 Commission meeting. Commissioner Hsiao seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Chairperson Orpe led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Fitch, seconded by Commissioner Hsiao, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF NOVEMBER 8, 2012

MOTION: Commissioner Fitch moved for the approval of the November 8, 2012 Commission meeting minutes as presented. Commissioner Johnson seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Donnellan).

6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS

6A. Commissioner Johnson announced that a B17 bomber might be coming to the Airport the last weekend of April 2013 or first weekend of May 2013.

6B. Commissioner Johnson stated that Louis Zamperini will be 96 years old on January 26, 2013 and the making of the film "Unbroken" is underway.

7. ACTION ITEMS

None.

8. INFORMATION ITEMS

8A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT

Chairperson Orpe noted that the following reports for December 2012 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, December Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for October and November 2012, and Airfield Operations Status for October and November 2012.

Facility Operations Manager Megerdichian distributed the Airport Meeting Room Schedule for January 2013 as well as an updated Hangar Waiting List.

He reported that there are currently nine small type hangar vacancies and that staff is working on strategies to advertise and better market them.

Referring to Report 2, Facility Operations Manager Megerdichian reported that GAC flooring bids were received, flooring has been selected, and installation is expected by February 2013 at a cost of approximately \$34,000. Referring to the Security Plan, he advised that progress is being made on the redesign and that he would keep the Commission updated.

Commissioner Johnson expressed interest in touring the FAA Tower and staff offered to arrange for Commissioners to visit it.

8B. LAND MANAGEMENT REPORT – None

9. ORAL COMMUNICATIONS #2

9A. In response to Commissioner Glass's inquiry, Facility Operations Manager Megerdichian stated that there is no RFP out for the farmland yet and the City is still mowing it.

9B. Responding to Commissioner Fitch's inquiry, Facility Operations Manager Megerdichian stated that aviation fuel is not supposed to be used for anything other than aircraft. He stated that once in awhile he has heard that fuel has been siphoned from tie-downs but no reports have been filed.

Commissioner Jacobsen stated that aircraft do not have locking fuel caps but that anyone siphoning fuel would be very conspicuous.

9C. Commissioner Jacobsen inquired about Measurement Analysis Corporation and was informed by staff that their simulation testing was completed and the area restored.

9D. Commissioner Fitch requested that staff provide a progress report on Phase 2 of Western Museum of Flight.

9E. Facility Operations Manager Megerdichian stated that next month the Commission could expect an action item on the B17 bomber and possibly one about a banner towing operation proposal.

9F. Facility Operations Manager Megerdichian stated that the Airport is designated as the City's alternate EOC and is being outfitted to be the primary EOC while construction is going on at the Police Department for approximately two months.

9G. Commissioner Glass requested an excused absence for the February 14, 2013 Commission meeting.

MOTION: Commissioner Jacobsen, seconded by Commissioner Johnson, moved to grant Commissioner Glass an excused absence for the February 14, 2013 Commission meeting; a voice vote reflected unanimous approval (absent Commissioner Donnellan).

10. ADJOURNMENT

MOTION: At 7:25 p.m., Commissioner Jacobsen moved to adjourn the meeting to Thursday, February 14, 2013 in the West Annex meeting room at 7:00 p.m. Commissioner Fitch seconded the motion and, hearing no objection, Chairperson Orpe so ordered.

Approved as Submitted February 14, 2013 s/ Sue Herbers, City Clerk
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