

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

**1. CALL TO ORDER**

The Torrance Airport Commission convened in a regular session on Thursday, March 10, 2011 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL**

Present: Commissioners Dingman, Donnellan, Fitch, Glass, Hsiao, and Chairperson Jacobsen.

Absent: Commissioner Orpe.

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

**MOTION:** Commissioner Hsiao moved to grant Commissioner Orpe an excused absence for the March 10, 2011 Airport Commission meeting. Commissioner Fitch seconded the motion; a voice vote reflected unanimous approval.

**3. FLAG SALUTE**

Commissioner Hsiao led the Pledge of Allegiance.

**4. AFFIDAVIT OF AGENDA POSTING**

**MOTION:** Commissioner Dingman, seconded by Commissioner Fitch, 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 FEBRUARY 10, 2011**

**MOTION:** Commissioner Glass moved for the approval of the February 10, 2011 Airport Commission meeting minutes as submitted. Commissioner Dingman seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Orpe and with Commissioner Fitch abstaining).

**6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS**

Commissioner Fitch welcomed new Commissioner Glass. She asked if the Unknown Aircraft listed in the last Noise Abatement Quarterly Report was media helicopters and Facility Operations Manager Megerdichian offered to try to find out.

**7. ACTION ITEMS**

None.

**8. INFORMATION ITEMS**

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

Chairperson Jacobsen noted that the following reports for March 2011 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, March Meeting Room Schedule, Hangar Waiting List, Events Requiring Emergency Response, and Airfield Operations Status.

Facility Operations Manager Megerdichian advised that there are currently no hangar vacancies. Referring to Report #2: Ongoing Projects, he stated that staff is preparing for minor capital projects in case the City hears capital budget next year. These include new flooring in the General Aviation Center, roofing on one hangar row, and revisiting the security plan.

In response to Commissioner Fitch's inquiry, he stated that he has not heard anything about progress on the alternate EOC.

Chairperson Jacobsen noted the increase in operations in February 2011 in Report #6.

Responding to Commissioner Hsiao's inquiry, Facility Operations Manager Megerdichian explained that the monthly Annual Storm Water Report shows that testing has been completed and results sent to a laboratory for the annual Storm Water Report required by the State Water Resources Control Board. He stated that the Airport is very regulated in what can go down its drains and that Los Angeles County also regulates the Airport's clarifiers.

**8B. LAND MANAGEMENT REPORT – AERONAUTICAL**

No report.

**8C. NOISE ABATEMENT QUARTERLY REPORT**

No report.

**8D. AIRPORT FINANCIAL STATEMENTS**

Facility Operations Manager Megerdichian provided an overview of the Audited Financial Statements of the Airport Enterprise Fund for the year ended June 30, 2010 and included in agenda attachments. He noted that the Statement of Net Assets, Statement of Revenues, Expenses and Changes in Net Assets, and Statement of Cash Flows include comparative totals for the prior year. He explained that the budget is broken up into Aeronautical and Non-Aeronautical portions but that the Statements are a combination of both portions. He noted that the Aeronautical portion brings in enough revenue to offset expenses inside the fence but that the real revenue generators are the outside the fence properties.

He reviewed the Statement of Net Assets on Page 2: \$5,731,221 total cash and investments at the Airport, \$5,296,671 unrestricted cash in the Airport fund net of transfer, and the total of \$12,672,574 cash and assets in the Airport fund balance.

Referring to the Statement of Revenues, Expenses and Changes in Net Assets on Page 3, Facility Operations Manager Megerdichian noted that total operating revenues of \$10,428,324 were less than 2009 probably due to the lack of sales tax brought into the City from car dealerships. He stated that total operating expenses of \$5,387,366 were slightly lower than the prior year, pointed out the amounts transferred to the City's General Fund, and noted total net assets of \$12,672,574.

In response to Commissioners' inquiries, he stated that interest income was from outstanding bonds, insurance and claims was for liability insurance, and that construction in progress refers to the hangar electrical upgrades recently completed.

**9. ORAL COMMUNICATIONS #2**

**9A.** Facility Operations Manager Megerdichian encouraged Commissioners to visit the Experimental Aircraft Association's B-17 bomber display on April 8–10, 2011.

**9B.** Facility Operations Manager Megerdichian advised that the addition error on the last Noise Abatement Report will be corrected on the next report.

**9C.** Facility Operations Manager Megerdichian stated that Southern California Edison is doing minor construction work in the hangar area for three days beginning March 21, 2011.

**9D.** Facility Operations Manager Megerdichian stated that recommended helicopter route and altitude changes were submitted to the FAA but that no response has been received. He noted that the Southern California Airspace Users Group and Helicopter Charting Committee have approved the modifications. He stated that the Helicopter Committee meetings will start again in April 2011 to review fixed wing routes.

**9E.** Commissioner Fitch stated that routes going into Santa Monica may be changed.

**10. ADJOURNMENT**

**MOTION:** At 7:44 p.m., Commissioner Donnellan moved to adjourn the meeting to Thursday, April 14, 2011 in the West Annex meeting room at 7:00 p.m. Commissioner Hsiao seconded the motion and, hearing no objection, Chairperson Jacobsen so ordered.

Approved as Submitted April 14, 2011 s/ Sue Herbers, City Clerk
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