

**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 12, 2015 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL**

Present: Commissioners Bohen, Boyce, Donnellan, Glass, Jacobsen, Orpe, and Chairperson Hsiao.

Absent: None.

Also Present: Facility Operations Manager Megerdichian, Business Manager Williams, and Assistant City Manager Giordano.

**3. FLAG SALUTE**

Commissioner Bohen led the Pledge of Allegiance.

**4. AFFIDAVIT OF AGENDA POSTING**

**MOTION:** Commissioner Donnellan, seconded by Commissioner Jacobsen, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a roll call vote reflected unanimous approval.

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF FEBRUARY 5, 2015**

**MOTION:** Commissioner Jacobsen moved to approve the Airport Commission meeting minutes of February 5, 2015 as presented. Commissioner Donnellan seconded the motion; a roll call vote reflected unanimous approval (Chairperson Hsiao abstaining).

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

None.

**7. ACTION ITEMS**

**7A. LAND MANAGEMENT TEAM'S RECOMMENDATION FOR THE UTILIZATION OF CERTAIN AREAS OF ZAMPERINI FIELD / TORRANCE MUNICIPAL AIRPORT FOR THE EXPANSION OF SOUTH END RACQUET CLUB PARKING LOCATED AT 2800 SKYPARK DRIVE**

Assistant City Manager Giordano requested that the Commission review and recommend that City Council approve a proposed plan to lease Airport property to South End Racquet and Health Club for a parking lot extension. She provided background and

South End's proposal to amend its lease by increasing its leasehold by a net of 17,400 square feet to provide additional parking. She called attention to the proposed new parking extension of 21,150 square feet in Attachment A—Boundary Survey and Field Layout. She noted that South End is also proposing to reduce its current leasehold by 3,750 square feet (Attachment B) through elimination of an unusable triangle parcel at the northwestern corner, making it a net total addition of 17,400 square feet and a net gain of 58 parking stalls. She stated that the FAA has approved the proposed expansion (Attachment C) and that the applicant has also submitted a separate request to the FAA for additional parking lot lighting.

Hooshang Nader, Manager of South End, provided a brief history of the Club and described current problems with traffic flow and parking at the facility. He stated that a new parking lot extension would improve ingress and egress as well as making it easier for emergency vehicles to enter and turn around.

Responding to Commissioner Jacobsen's inquiries, Mr. Nader explained that the main street entrance would remain but would be reconfigured to make it wider. He stated that South End is requesting the addition of three down lights along the fence. He also advised that South End would be responsible for maintaining the unused triangle parcel.

In response to Commissioner Boyce's inquiries, Mr. Nader stated that there are currently 220 parking stalls and Assistant City Manager Giordano explained that the yellow area in Attachment A is the encroachment onto the Airport. Commissioner Boyce proposed alternate configurations and Mr. Nader stated that the proposed expansion was the best scenario that the architect could come up with.

Commissioner Glass received clarification that the land requested for the expansion was formerly farmland but is not currently being used.

Responding to Commissioner Bohen's inquiry, Mr. Nader stated that there would be one additional handicapped parking space with the expansion.

**MOTION:** Commissioner Donnellan moved to recommend that City Council approve a proposed plan to lease Airport property to South End Racquet and Health Club for a parking lot extension. Commissioner Jacobsen seconded the motion; a roll call vote reflected unanimous approval.

## **8. INFORMATION ITEMS**

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

Chairperson Hsiao noted that the following reports for March 2015 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, March Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for January and February 2015, and Airfield Operations Status for January 2015.

Facility Operations Manager Megerdichian reported that there is currently one hangar vacancy. Referring to Report 2, Ongoing Projects, he stated that 200 new keycards have been distributed to tenants so far. He stated that they have not started

replacing the readers at the entrance gates yet but plan to begin next week with the Tower gate. He noted that the cameras are functional and recording, and that they have already caught someone dumping large item trash. He stated that the cameras record license plates of every vehicle entering the Airport. He informed Commissioners that hangar lighting is complete with minor punch list items remaining.

In response to Commissioner Donnellan's inquiry, he stated that they plan to continue having free exit, but will be able to activate readers for exiting vehicles if necessary.

Facility Operations Manager Megerdichian reported that the Airport Pavement Pavement Maintenance Program will begin in six to eight months.

**9. ORAL COMMUNICATIONS #2**

**9A.** Chairperson Hsiao requested an excused absence for the April 9, 2015 Commission meeting.

**9B.** Facility Operations Manager Megerdichian stated that on February 10 City Council approved the Collings Foundation aircraft display on May 4-6.

**9C.** Facility Operations Manager Megerdichian stated that the 4<sup>th</sup> Quarter Noise Abatement report would be provided at the April Commission meeting.

**10. ADJOURNMENT**

**MOTION:** At 7:43 p.m., Commissioner Glass moved to adjourn the meeting to Thursday, April 9, 2015 at 7:00 p.m. at the West Annex meeting room. Commissioner Boyce seconded the motion and, hearing no objection, Chairperson Hsiao so ordered.

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Approved as submitted April 9, 2015 s/ Rebecca Poirier, City Clerk
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