

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

**1. CALL TO ORDER**

The Torrance Airport Commission convened in a regular session on Thursday, July 10, 2008 at 7:00 p.m. in City Council Chambers at Torrance City Hall.

**2. ROLL CALL**

Present: Commissioners Dingman, Fitch, Gates, Phillips, Tymczyszyn, and Chairperson Adams.

Absent: None.

Also Present: Facility Operations Manager Megerdichian.

**3. FLAG SALUTE**

Chairperson Adams led the Pledge of Allegiance.

**4. AFFIDAVIT OF AGENDA POSTING**

**MOTION:** Commissioner Fitch, seconded by Commissioner Tymczyszyn, 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 OF JUNE 12, 2008**

**MOTION:** Commissioner Fitch moved for the approval of the June 12, 2008 Airport Commission meeting minutes as submitted. Commissioner Tymczyszyn seconded the motion; a voice vote reflected unanimous approval.

**6. ACTION ITEMS**

None.

**7. INFORMATION ITEMS**

**7A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT**

Chairperson Adams noted that the following reports for July 2008 were included in the agenda material: Hangar and Tiedown Rental Status, Ongoing Projects, July Meeting Room Schedule, and Hangar Waiting List.

Facility Operations Manager Megerdichian reported that staff met with Southern California Edison on June 20, 2008 to discuss placement of new electrical meters for Hangar Electrical Phase II.

Responding to Commissioner Tymczyszyn's inquiry, he explained that the 75 remaining hangars have not had electrical upgrades since they converted to City

ownership; when the project is complete, all East T hangars will be on City-owned meters.

Referring to Relocation of Civil Air Patrol, Facility Operations Manager Megerdichian stated that the Civil Air Patrol will vacate their current building by July 31, 2008 and will use the Airport Meeting Room for their meetings until renovations are complete in approximately 60 days.

In response to Commissioner Fitch's inquiry, Facility Operations Manager Megerdichian stated that he does not know when Noise Monitoring System reports will become available, adding that he would check with Community Development Deputy Director Cessna and follow up.

Responding to Commissioner Gates' inquiry regarding the agreement between Flite Park and Robinson Helicopter, Facility Operations Manager Megerdichian advised that probably no additional hangars would be built.

Commissioner Tymczyszyn expressed concern that the Commission did not have the opportunity to review the agreement between Flite Park and Robinson Helicopter.

Commissioner Dingman initiated a brief discussion regarding the possibility of building a hangar where the old, closed restroom is located in the center of the East T hangars.

**7B. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE PUBLIC WORKS DEPARTMENT**

Chairperson Adams noted that the following reports were included in supplemental material: Events Requiring Emergency Response and Airfield Operations Status.

**7C. LAND MANAGEMENT REPORT – AERONAUTICAL**

No report.

**7D. DOT AIRPORT INSPECTION REPORT**

Facility Operations Manager Megerdichian noted that the March 5, 2008 recommendations for improvement from Aviation Safety Officer Brown, Department of Transportation, was included in the agenda material as well as the City's response addressing those issues dated March 27, 2008.

**7.E SUB-COMMITTEE REPORTS**

**7E.1 STATE AND FED FUNDING**

Has not met.

**7.E.2 POLICY CHANGE AND GA GROWTH**

Facility Operations Manager Megerdichian stated that a date has not been established for the jet fuel item to go before City Council.

**7E.3 MASTER PLAN**

Facility Operations Manager Megerdichian recommended that subcommittee members be determined after the Commission vacancy is filled.

**8. ORAL COMMUNICATIONS**

**8A.** Facility Operations Manager Megerdichian informed Commissioners that IFly has been bought out and is terminating its agreement with the Airport.

**8B.** Commissioner Gates stated that the annual report would be presented to the Commission on August 14, 2008.

**8C.** Referring to an incident brought up under Orals by Commissioner Tymczyszyn on June 12, 2008, Facility Operations Manager Megerdichian advised that the Duty Officer shut down the runway lights per protocol and was trying to obtain a crane to move the aircraft.

**8D.** Commissioner Fitch discussed a low flying NASA aircraft on June 22, 2008 and thanked staff for providing the ordinances and resolutions approved by City Council regarding the Airport Master Plan.

**8E.** When Commissioner Fitch inquired about the difference between a general aviation airport and a municipal airport, Commissioner Tymczyszyn stated that general aviation refers to usage and municipal refers to ownership.

**8F.** Facility Operations Manager Megerdichian discussed a minor incident that occurred at the FAA tower on July 3, 2008 involving an electrical panel.

**8G.** Chairperson Adams announced a Torrance open house of historically significant aircraft on July 27, 2008.

**8H.** Chairperson Adams stated that there would be a hangar rate increase on August 1, 2008.

**9. ADJOURNMENT**

**MOTION:** At 7:36 p.m., Commissioner Tymczyszyn, seconded by Commissioner Fitch, moved to adjourn the meeting to Thursday, August 14 at 7:00 p.m., in the West Annex meeting room.

Approved as Amended August 14, 2008 s/ Sue Herbers, City Clerk
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