

**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 14, 2011 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

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

Absent: Commissioner Donnellan.

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

MOTION: Commissioner Dingman moved to grant Commissioner Donnellan an excused absence for the July 14, 2011 Commission meeting. Commissioner Orpe 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 Fitch, seconded by Commissioner Orpe, 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 JUNE 9, 2011

MOTION: Commissioner Fitch moved for the approval of the June 9, 2011 Airport Commission meeting minutes as submitted. Commissioner Dingman seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Donnellan).

6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS

6A. Commissioner Fitch announced Rock Around the Block in downtown Torrance on July 21, 2011.

6B. Commissioner Fitch announced the 6th Annual Pet Fair at Long Beach Stadium on August 21, 2011.

7. ACTION ITEMS

7A. 2010-11 ANNUAL REPORT

Facility Operations Manager Megerdichian presented the Airport Commission Annual Report for July 2010 – June 2011 and recognized Chairperson Jacobsen for preparing it. He briefly reviewed the Summary of Airport Commission Activities and requested that Commissioners provide comments.

Chairperson Jacobsen expressed appreciation to staff for assisting him in drafting the Report. He suggested that Recording Secretary Schaffer be added to City personnel recognized in the Summary.

Commissioner Glass recommended adding former Commissioner Tymczyszyn to the list of Commissioners on the first page and expanding on his dedication and service to the community at the end of the Summary. Commissioners concurred that his ten years of service as an Airport Commissioner and his depth of knowledge should be included.

Commissioner Fitch commended Chairperson Jacobsen and staff for a job well done.

MOTION: Commissioner Glass moved to approve the Airport Commission Annual Report for July 2010 – June 2011 with amendments to be drafted by Facility Operations Manager Megerdichian and reviewed by Chairperson Jacobsen. Commissioner Fitch seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Donnellan).

7B. ELECTION OF CHAIR AND VICE CHAIR

Commissioner Dingman, seconded by Commissioner Orpe, nominated Commissioner Donnellan for Chairperson of the Airport Commission; Commissioner Fitch nominated Chairperson Jacobsen for Chairperson of the Airport Commission.

Commissioner Donnellan was elected Chairperson of the Airport Commission on a 5-1 roll call vote.

Commissioner Glass nominated Chairperson Jacobsen for Vice-Chairperson of the Airport Commission; Chairperson Jacobsen nominated Commissioner Orpe for Vice-Chairperson of the Airport Commission.

A roll call vote reflected a 3-3 tie. Commissioner Orpe offered to decline his nomination but it was decided to have a revote. Chairperson Jacobsen was elected Vice-Chairperson of the Airport Commission on a 4-2 roll call vote

8. INFORMATION ITEMS

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

Chairperson Jacobsen noted that the following reports for July 2011 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects,

July Meeting Room Schedule, Hangar Waiting List, Events Requiring Emergency Response, and Airfield Operations Status.

Business Manager Williams reported that the one hangar vacancy in Report 1 was filled by a transfer tenant on July 14, 2011. She noted that the increase in hangar rates in Report 1 would go into effect on August 1, 2011 based on the CPI.

Commissioner Glass received clarification from staff that some people on the Hangar Waiting List have tiedowns.

Commissioners offered minor corrections to the Hangar Waiting List in Report 4.

Referring to Report 6, Airfield Operations Status, Chairperson Jacobsen commented on the decrease in operations in June 2011 compared to May 2011 and it was pointed out that they were higher than the same period last year.

8B. LAND MANAGEMENT REPORT – AERONAUTICAL

No report.

8C. NOISE ABATEMENT QUARTERLY REPORT

Facility Operations Manager Megerdichian reviewed the Noise Abatement Quarterly Report for April 1 to June 30, 2011. He reminded Commissioners that exempt aircraft violations are not included in Aircraft Violation Totals.

Commissioner Hsiao asked if it would be possible to include quarter-to-quarter comparison totals and Facility Operations Manager Megerdichian offered to check with the Community Development Department.

9. ORAL COMMUNICATIONS #2

9A. In response to Commissioner Glass' inquiry, Facility Operations Manager Megerdichian stated that agendas for Airport Commission meetings are not usually sent out to interested parties; however, Helicopter Committee meetings are publicized because they do not meet on a regular basis.

9B. Commissioner Fitch received clarification from staff that the Helicopter Committee is an ad hoc committee and will end when its purpose is concluded.

9C. Chairperson Jacobsen expressed his appreciation to fellow Commissioners and staff for their support during his time as Chairperson.

9D. Facility Operations Manager Megerdichian reported that the City passed its two-year budget on June 21, 2011 and that the Airport would not be affected.

9E. Facility Operations Manager Megerdichian discussed complaints received from Airport tenants for fire inspection fees billed in advance and noted that tenants would not be penalized if they wait to pay the fee after the inspection is completed.

9F. Facility Operations Manager Megerdichian stated that the July 7, 2011 Helicopter Committee meeting focused on responding to the letter from the FAA, the Class C airspace study spearheaded by Rancho Palos Verdes, and the missed approach procedure for fixed wing aircraft. He advised that the Committee decided to leave the northeast and north helicopter routes untouched and that the next Helicopter Committee meeting has not been scheduled yet.

10. ADJOURNMENT

MOTION: At 7:53 p.m., Commissioner Glass moved to adjourn the meeting to Thursday, August 11, 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 August 11, 2011 s/ Sue Herbers, City Clerk
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