

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

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, August 14, 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

Commissioner Tymczyszyn led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Fitch, seconded by Commissioner Gates, 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 JULY 10, 2008

Commissioner Tymczyszyn suggested that the following be added to Item 7A, page 2, paragraph 6:

“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.”

MOTION: Commissioner Phillips moved for the approval of the July 10, 2008 Airport Commission meeting minutes as amended. Commissioner Fitch seconded the motion; a voice vote reflected unanimous approval.

6. ACTION ITEMS

6A. AIRPORT COMMISSION ANNUAL REPORT 2007-08

Facility Operations Manager Megerdichian presented the Commission Annual Report and requested that Commissioners review and provide input before it is forwarded to City Council in September 2008.

Commissioner Gates reported that this year he added Noise Ordinance Violations to the template.

Commissioner Fitch defined an Annual Report as a document prepared each year to give a true and fair view of the state of affairs. She commended Commissioner

Gates but questioned where in the current Annual Report does it give the Commission the opportunity to give a true and fair reflection of four of the six areas stated under Purpose: Development of Airport facilities, Aeronautical leases of Airport land, Airport Special Events, and Airport Noise. She stated that the Commission has not been included, even on an informational basis, on these four areas and noted that that Noise Abatement System is not 100% complete because there are no reports being generated from it.

Commissioner Tymczyszyn pointed out that there is a “fly quiet” program, a Noise Abatement System, and that the Jet Fuel report included data regarding noise.

He suggested adding that two Committee members vacated their seats under Committee to Update the Airport Master Plan.

MOTION: Commissioner Fitch moved to accept and forward to City Council the Airport Commission Annual Report for August 2007–June 2008 as amended. Commissioner Phillips seconded the motion; a roll call vote reflected unanimous approval.

7. INFORMATION ITEMS

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

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

Facility Operations Manager Megerdichian reported that that design for Hangar Electrical Phase II is 95% complete, and that they are waiting on Southern California Edison to provide the cost for replacement meters. He stated that renovation of Hangar 2735-A should be complete by next week. Referring to Pavement Rehabilitation, he advised that the entire ramp from the west end to east boundary would be slurry sealed in early October 2008. He noted that it would be done in phases, but that sections would need to be closed for three days at a time making it inaccessible to tie-downs or hangars.

Commissioner Gates pointed out that there would only be taxiway Alpha available and Facility Operations Manager Megerdichian stated he would relay that to the Project Manager.

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.

7.D SUB-COMMITTEE REPORTS

7D.1 STATE AND FED FUNDING

Has not met.

7.D.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.

7D.3 MASTER PLAN

No report.

8. ORAL COMMUNICATIONS

8A. Commissioner Tymczyszyn provided a brief history of the current Noise Abatement System since its upgrade began in 2005. He noted that the Commission recommended accepting Lockhard Corporation's bid of \$256,000 for the entire system on a not-to-exceed contract. He stated that the number of noise sensors was reduced due to higher sensitivity. He added that the contract promised that the system would be accessible via the Internet, low-light cameras would be installed at ends of runways, a flight-tracking system would be in place, and a kiosk installed at the GAC for real-time monitoring and testing by pilots.

8B. Chairperson Adams thanked Commissioner Gates for preparing the Annual Report.

8C. In response to Commissioner Fitch's inquiry, Facility Operations Manager Megerdichian stated that Item 7C falls under the purview of the City Manager's Office.

8D. Commissioner Fitch moved that a Noise Monitoring Report line item be included on Commission agendas even if there is no report.

Facility Operations Manager Megerdichian stated that motions could not be made under Oral Communications but, if Commissioner concurrence, it could be brought forward. He noted that at this time no Noise Monitoring Reports were available due to a staff resource problem and suggested waiting to add an agenda line item when reports become available.

Commissioner Fitch stated that she has offered her computer expertise to Deputy Director Cessna in assisting to make Noise Abatement System reports possible but has not received a response.

Following discussion, there was consensus to add Noise Abatement Report under Information Items on Commission agendas.

Commissioner Gates expressed interest in having the Commission tour the Noise Abatement facility.

Facility Operations Manager Megerdichian announced an Open House at the Noise Abatement area of the General Aviation Center on October 4, 2008 from 10:00 a.m. to 2:00 p.m.

Commissioner Tymczyszyn suggested that the Policy Change committee meet with Noise Abatement staff to look at the data and write a report for them.

8E. Commissioner Fitch requested that an agenda line item be added as Old or Unfinished Business.

Following a brief discussion, it was the consensus of Commissioners not to add the agenda line item.

8F. Facility Operations Manager Megerdichian provided an update on the IFly kiosk.

8G. Responding to Commissioner Fitch's inquiry, Facility Operations Manager Megerdichian stated that there was no damage at the Airport from the July 29, 2008 earthquake.

8H. Commissioner Fitch announced upcoming events that include dedication of Gene Drevno Community Day School on September 5, CERT training on September 6, 13, and 20, Western Museum of Flight's recognition of Paul Nowatka on August 28, ExxonMobil Open House on August 16, 16th Annual Health & Resource Fair on September 20, free flu shots for seniors on November 3, Commission Chairperson workshop on August 22, Great Reno Balloon Race on September 5-7, and Reno National Championship Air Races on September 10-14, 2008.

8I. Facility Operations Manager Megerdichian advised that the Airport Commission vacancy would most likely be filled in January 2009.

8J. Facility Operations Manager Megerdichian announced a Commissioner Certification training on October 22, 2008.

8K. Doug Henry, Lazy Meadow Drive, inquired about the standard operating budget for the Airport and was referred to City Clerk Herbers. In response to his inquiries, he was informed that the Airport is self-funding and that the City establishes hangar rates.

9. ADJOURNMENT

MOTION: At 8:20 p.m., Commissioner Gates, seconded by Commissioner Fitch, moved to adjourn the meeting to Thursday, September 11, 2008 at 7:00 p.m., in the West Annex meeting room.

Approved as Amended September 11, 2008 s/ Sue Herbers, City Clerk
