

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

**1. CALL TO ORDER**

The Torrance Airport Commission convened in a regular session on Thursday, April 10, 2014 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL**

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

Absent: Commissioner Orpe.

Also Present: Facility Operations Manager Megerdichian, Business Manager Williams, Police Lieutenant D'Anjou, and Police Lieutenant Underwood.

**MOTION:** Commissioner Donnellan moved to grant Commissioner Orpe an excused absence for the April 10, 2014 Commission meeting. Commissioner Hsiao seconded the motion; a roll call vote reflected unanimous approval.

**3. FLAG SALUTE**

Chairperson Glass led the Pledge of Allegiance.

**4. AFFIDAVIT OF AGENDA POSTING**

**MOTION:** Commissioner Hsiao, 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 MARCH 13, 2014**

**MOTION:** Commissioner Jacobsen moved to approve the March 13, 2014 Airport Commission meeting minutes as submitted. Commissioner Johnson seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Orpe).

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

Commissioner Johnson stated that he represented the Commission at the dedication of the P-51 Mustang model aircraft at the General Aviation Center and had the opportunity to speak with Louis Zamperini.

**7. ACTION ITEMS**

**7A. REQUEST FOR FUNDING FOR AIRCRAFT FUEL REIMBURSEMENT DURING ARMED FORCES DAY FLYOVER**

Facility Operations Manager Megerdichian introduced the item and recommended that the Commission approve reimbursement of \$4000 from the Airport Aeronautical Fund to the Western Museum of Flight for fuel for 20 airplanes to conduct flyovers at the May 17, 2014 Armed Forces Day Parade.

Lieutenant Underwood, Event Director for the Armed Forces Day Parade, provided background on planning for the Parade, noting that flyovers are the biggest challenge due to sequestration and other restraints placed on the United States Military. He reported that the Western Museum of Flight has identified 26 vintage aircraft that would be available to conduct flyovers. He stated that six of the airplanes have volunteered to pay for their own fuel but the remaining 20 airplanes have requested that their fuel costs be covered.

Lieutenant D'Anjou provided Commissioner Jacobsen with clarification that the City indemnifies all flyovers and that military air traffic controller, Colonel Driscoll, would be responsible for coordinating the flyovers. He stated that the City has been able to procure a reduced rate for fuel, that pilots would be reimbursed after the event, and that the proposed airplanes, where they are coming from, and their related fuel costs are identified in Attachment A.

**MOTION:** Commissioner Johnson moved for the City to 1) provide funding for aircraft fuel reimbursement in an amount not to exceed \$4000 to the Western Museum of Flight for airplanes to conduct flyovers during the Armed Forces Day Parade and to 2) designate the event as a special exhibit under TMC Section 46.8.10 which exempts such events from aircraft noise regulations. Commissioner Donnellan seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Orpe).

**8. INFORMATION ITEMS**

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

Chairperson Glass noted that the following reports for April 2014 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, April Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for February and March 2014, and Airfield Operations Status for February 2014.

Referring to Report #2, Ongoing Projects, Facility Operations Manager Megerdichian reported that the FAA and FCC paperwork is being processed for the Airport Security Project and that work will begin after approvals have been received. He noted the increase in operations in February 2014 as compared to the same period last year.

**8B. NOISE ABATEMENT QUARTERLY REPORT**

Facility Operations Manager Megerdichian presented the Torrance Airport Noise Abatement Quarterly Report for October 1, 2013 to December 31, 2013. He informed

the Commission that staff would be providing the new reporting format in May 2014 for the first quarter of 2014.

**9. ORAL COMMUNICATIONS #2**

**9A.** In response to Commissioner Jacobsen's inquiry regarding the new Web Trak system, Facility Operations Manager Megerdichian stated that Deputy Director Cessna is coordinating with the vendor to present information at a future Airport Commission meeting.

**9B.** Facility Operations Manager Megerdichian stated that the generator replacement project, in conjunction with the Alternate Emergency Operations Center, is moving forward. He noted that the project would not affect Airfield operations and would power the entire General Aviation Center.

**10. ADJOURNMENT**

**MOTION:** At 7:31 p.m., Commissioner Hsiao moved to adjourn the meeting to Thursday, May 8, 2014 in the West Annex meeting room at 7:00 p.m. Commissioner Johnson seconded the motion; a roll call vote reflected unanimous approval.

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Approved as submitted June 12, 2014 s/ Sue Herbers, City Clerk
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