

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

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, May 12, 2016 at 7:00 p.m. at the West Annex Meeting Room, Torrance City Hall. Due to the absence of Chairperson Boyce, Vice-Chairperson Hsiao led the meeting.

2. ROLL CALL

Present: Commissioners Donnellan, Glass, Hsiao, Jacobsen, O'Brien, and Orpe.

Absent: Chairperson Boyce.

Also Present: Facility Operations Manager Megerdichian, Business Manager Herrera, and Deputy Community Development Director Cessna.

MOTION: Commissioner Donnellan moved to grant Chairperson Boyce an excused absence for the May 12, 2016 Commission meeting. Commissioner Glass seconded the motion; a roll call vote reflected 6-0 approval.

3. FLAG SALUTE

Commissioner Glass led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Jacobsen, seconded by Commissioner Donnellan, 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 6-0 approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF APRIL 14, 2016

MOTION: Commissioner Jacobsen moved to approve the Airport Commission meeting minutes of April 14, 2016 as presented. Commissioner Donnellan seconded the motion; a roll call vote reflected 6-0 approval.

6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS

6A. Commissioner O'Brien discussed the April 25 STEM (Science, Technology, Engineering, and Math) Education Day on April 25 at the Airport. She showed a flap from a sling aircraft donated by The Airplane Factory that the students learned to rivet. She stated that it was a successful day and that there is real value in having it be an annual part of students' curriculum.

6B. Commissioner O'Brien provided an update on the Lexus expansion plan. She stated that City Council approved an additional budgetary expenditure of \$20,000 to pay for legal services for the issues involved.

6C. Commissioner Glass stated that he volunteered over 30 hours at the Collings event on April 22-26 and commended Commissioner O'Brien and Jim Gates for organizing the STEM Education Day.

6D. Commissioner Donnellan thanked Commissioner O'Brien and Jim Gates for arranging the event for such a worthy cause as well as Commissioner Glass for volunteering.

6E. Commissioners Orpe and Hsiao offered their regrets that they were unable to attend the Collings event.

6F. Jim Gates, Via Pasqual, gave kudos to Commissioner O'Brien for her efforts in planning the STEM event, and noted that Western Museum of Flight did very well and that the Collings Foundation was happy with their stay.

7. ACTION ITEMS

None.

8. INFORMATION ITEMS

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

Vice-Chairperson Hsiao noted that the following reports for April 2016 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, May Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for March 2016, and Airfield Operations Status for March 2016.

Facility Operations Manager Megerdichian reported that there are currently five hangar vacancies. Referring to Report 2, Ongoing Projects, he stated that Mayor Furey appointed the Naming of Public Facilities Committee to review the Hangar Row Naming Project and announced their first meeting on May 24. He noted that Runway 29L/11R rehabilitation is still in the design phase.

Commissioner O'Brien related her observation that the hangar vacancy rate is 1.5% while the vacancy rate for City-leased tiedowns is 54%. She suggested advertising the availability of tiedowns on social media and the website socialflight.

Facility Operations Manager Megerdichian stated that tiedowns have a quick turnover and that some are not in a desirable area. He offered to look into her suggestion and to bring back updates.

Business Manager Herrera added that the FAA has a database they could use to market the vacancies.

Commissioner O'Brien raised the possibility of providing wireless at the Airport, especially in the East Ts.

Business Manager Herrera stated that it would be difficult because the hangars are made of metal and Facility Operations Manager Megerdichian offered to look into it; however, he cautioned that costs may have to be passed on to the users.

In response to Commissioner O'Brien's inquiry, Facility Operations Manager Megerdichian stated that the trash dumping problem comes in waves but has improved since cameras were installed.

8B. APPROVAL OF ANNUAL CURFEW EXEMPTION FOR N715GC

Deputy Community Development Director Cessna presented an Annual Curfew Departure Exemption for the Giumarra Brothers Fruit Company. She stated that the Community Development Department has approved the exemption that has been renewed annually since the early 1980s. She noted that there have been some complaints from residents regarding the early departures; however, all departures have been well within the lower nighttime noise limits. She stated that this informational item is being brought before the Commission as a public forum because there is a 15 day appeal period from the exemption approval.

Responding to Commissioner Hsiao's inquiry, she advised that there are two to five takeoffs per month.

8C. UPDATE ON FIRE DAMAGED HANGARS

Facility Operations Manager Megerdichian provided a summary of his written report in agenda materials. He described two separate hangar fires in September and November 2015 and the damage that they caused to several hangars at the Airport. He stated that the first incident was confined to one hangar but the second fire destroyed one hangar and the aircraft parked inside, as well as five other hangars with smoke and soot damage. He stated that Ellis Environmental performed environmental testing and determined the presence of hazardous materials. He added that the City notified affected tenants that personal items in their hangars must be cleaned by a professional hazardous abatement contractor. Additionally, there were 18 hangars that were without power due to the fire.

He stated that, once personal items were cleaned, the City retained WESTCOR Environmental to perform hazardous abatement, noting a Contract Services Agreement in Attachment A in the amount of \$76,642.65. He stated that work began on February 22 and concluded on March 4, 2016. He advised that staff is in the process of identifying the repair and reconstruction needs for each hangar and, once design is complete, a formal bid process would begin to receive proposals on the reconstruction. He estimated that this process would take eight to 12 months. He called attention to Attachment B showing expenses to date of \$96,580.89.

Responding to Commissioner Donnellan's inquiries, Facility Operations Manager Megerdichian stated that the first fire was probably electrical but that there has been no cause determined yet for the second fire. He added that the Airport Operating Budget is covering expenses until insurance issues have been resolved.

Commissioner O'Brien stated that Torrance Airport Association is holding a three-part talk on July 7 in the General Aviation Center to educate the pilot community regarding tenant lease agreements, aviation insurance, and aviation law.

In response to Commissioner Jacobsen's inquiry, Facility Operations Manager Megerdichian explained how temporary power was installed by using existing conduit. He noted that it would have to be redone when the new hangars are constructed.

Commissioner Jacobsen suggested reconfiguring the hangars to create executive hangars that are in high demand, and Facility Operations Manager Megerdichian indicated that one might be possible.

9. ORAL COMMUNICATIONS #2

9A. Commissioner Jacobsen reminded Commissioners about the Armed Forces Day parade on May 21.

9B. Commissioners O'Brien, Glass, and Jim Gates spoke.

9C. Facility Operations Manager Megerdichian stated that there would be 27 aircraft for flyovers for the Parade as well as three Black Hawk helicopters.

10. ADJOURNMENT

MOTION: At 7:57 p.m., Commissioner Donnellan moved to adjourn this meeting to June 9, 2016 in the West Annex meeting room at 7:00 p.m. Commissioner Jacobsen seconded the motion; a roll call vote reflected approval.

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Approved as submitted June 9, 2016 s/ Rebecca Poirier, City Clerk
