

**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 13, 2015 at 7:00 p.m. at the West Annex Meeting Room, Torrance City Hall.

2. ROLL CALL

Present: Commissioners Donnellan, Glass,
Jacobsen, Orpe, and Chairperson Boyce.

Absent: Commissioners Bohlen and Hsiao.

Also Present: Facility Operations Manager Megerdichian.

MOTION: Commissioner Glass moved to grant Commissioner Hsiao an excused absence for the August 13, 2015 Airport Commission meeting. Commissioner Donnellan seconded the motion; a roll call vote reflected unanimous approval.

3. FLAG SALUTE

Chairperson Boyce led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Jacobsen, seconded by Commissioner Glass, 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 JULY 9, 2015

Commissioner Jacobsen requested the following addition to the minutes: Page 3, Item 9A. "The Commission also thanked City Council for approving the change of venue for the meeting."

MOTION: Commissioner Jacobsen moved to approve the Airport Commission meeting minutes of July 9, 2015 as amended. Commissioner Glass seconded the motion; a roll call vote reflected approval (absent Commissioners Bohlen and Hsiao).

6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS

6A. Commissioner Orpe stated that he was sorry he missed the July 9 tour of the Airport.

6B. Chairperson Boyce thanked staff and the Torrance Airport Association for arranging the Airport tour.

6C. Facility Operations Manager Megerdichian informed the Commission that Commissioner Bohlen resigned from the Airport Commission because he is moving to Arizona. He stated that a new Commissioner would be appointed in January 2016.

6D. Anne O'Brien, Calle de Castellana, Torrance Airport Association, stated that she is interested in being on the Commission.

7. **ACTION ITEMS** – None.

8. **INFORMATION ITEMS**

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

Chairperson Boyce noted that the following reports for August 2015 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, August Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for May and June 2015, and Airfield Operations Status for June 2015.

Facility Operations Manager Megerdichian reported that the Airport Security Project is complete and new signage installed on vehicle entrance gates. He stated that coring samples of Runway 29L were conducted on August 3, with construction completion expected by the end of 2015. He informed the Commission that re-striping of the ramp is complete and that the City's slurry seal project is running through November and will include portions of the taxiways.

Responding to Commissioner Jacobsen's inquiry, he stated that they would need to sweep after the slurry seal is done to clean up residual debris.

9. **ORAL COMMUNICATIONS #2**

9A. Commissioner Jacobsen thanked Facility Operations Manager Megerdichian for sending him the information from the FAA.

9B. Facility Operations Manager Megerdichian stated that there are plans to fill the vacant Business Manager position but that it could take up to six months.

9C. Facility Operations Manager Megerdichian stated that he is working with Commissioner Hsiao to prepare the Commission Annual Report and that a draft would be presented to the Commission on September 10.

9D. Facility Operations Manager Megerdichian reported that Anne O'Brien has formed a committee for the East T hangar row naming project that includes Commissioner Donnellan, Jim Gates, Sy Simmons, Anne O'Brien, Facility Operations Manager Megerdichian, Western Museum of Flight, Chuck Lobb, and other tenants and stakeholders. He noted that they are in the process of gathering information and suggestions for names that have historical significance to Torrance Airport. He stated that suggestions would be brought to the Commission for public discussion before going to City Council's Public Facilities Naming Committee. He stated that there are 21 rows and they would need 21 names and 42 signs. He showed a 5' X 3" mock up of a proposed sign.

Anne O'Brien noted that the purpose of the project is for safety for pilots, recognizing Torrance aviation significance, and to help people with the confusing hangar row numbering system. She suggested having seven colors repeated three times and having a board at the General Aviation Center explaining the historical significance of each name.

10. ADJOURNMENT

MOTION: At 7:34 p.m., Commissioner Donnellan moved to adjourn the meeting to Thursday, September 10, 2015 at 7:00 p.m. at the West Annex meeting room, Torrance City Hall. Commissioner Jacobsen seconded the motion; a roll call vote reflected unanimous approval

###

Approved as submitted September 10, 2015 s/ Rebecca Poirier, City Clerk
