

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

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, February 14, 2013 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

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

Absent: Commissioners Glass and Hsiao.

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

MOTION: Commissioner Jacobsen moved to grant Commissioners Glass and Hsiao excused absences for the February 14, 2013 Commission meeting. Commissioner Donnellan seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Chairperson Orpe led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Johnson, 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 voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF JANUARY 10, 2013

MOTION: Commissioner Jacobsen moved for the approval of the January 10, 2013 Commission meeting minutes as presented. Commissioner Johnson seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Glass and Hsiao and with Commissioner Donnellan abstaining).

6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS

6A. Commissioners and staff welcomed newly appointed Commissioner Boyce; Commissioner Boyce thanked them for their warm reception and shared his background.

6B. Chairperson Orpe wished all a happy Valentine's Day.

7. ACTION ITEMS

7A. EXPERIMENTAL AIRCRAFT ASSOCIATION B-17 BOMBER DISPLAY AT ZAMPERINI FIELD APRIL 25-29, 2013

Nancy Clinton, President, Torrance Air Fair Association (TAFE), discussed plans for a five-day static display in front of the General Aviation Center (GAC) on April 25-29, 2013 as outlined in Attachment A. She added that M-4 Personal Motion Flight Simulator has requested to bring a simulator to the event, hosted by Pacific Skies Aviation. She stated that TAFE plans to host Flight Path Museum from LAX that teaches youth from neighboring schools about flying.

Commissioner Jacobsen received clarification that there is a \$20 family fee for ground tours and that EAA books and receives all fees for flights.

Responding to Commissioner Boyce's inquiries, Ms. Clinton described Flight Path Museum's simulator program and stated that B-17 bomber pilots would be available to answer questions.

Chairperson Orpe questioned if the B-17 bomber display and flyover could be part of the Armed Forces Day event in May. Ms. Clinton responded that they participated one year but it interfered with the Parade and events at Del Amo Mall. She added that TAFE encourages as many Airport pilots as possible to fly over the Parade.

MOTION: Commissioner Donnellan moved to recommend approval of the Experimental Aircraft Association B-17 exhibit at Zamperini Field on April 25-29, 2013. Commissioner Jacobsen seconded the motion; a roll call vote reflected unanimous approval (absent Commissioners Glass and Hsiao, Commissioner Johnson abstaining).

7B. REQUEST TO OPERATE BANNER TOW BUSINESS

Facility Operations Manager Megerdichian presented a proposal from Aviad aerial media to conduct banner tow operations at the Airport. He provided background and noted that Aviad's Code of Conduct, Current Certificate of Waiver or Authorization from the FAA, Certificate of Insurance, and Letters of Recommendation were included in attachments. He further noted that there was supplemental correspondence received after agenda packets were prepared and that Aviad passed noise tests conducted with the Noise Abatement office.

Wayne Mansfield, President/CEO of Aviad, shared information about Aviad's history and stated that the main reason they desire to move from Long Beach to Torrance is to take advantage of the excellent hangar space. He stated that they would conduct two and occasionally three flights per plane per day, typically on weekends, and that flights are usually four hours duration. He called attention to Aviad's excellent safety record and their Code of Conduct that stresses the importance of being a good neighbor.

In response to Commissioner Donnellan's inquiries, Mr. Mansfield stated that they were cited for noise violations in Long Beach in the past but have since modernized their fleet to A-1 Huskies. He stated that they have one full time employee and pilots as required.

Commissioner Jacobsen inquired about operational constraints and Mr. Mansfield responded that they operate VFR, are aware of the fog issues, and would fly

above the fog layer. He noted the short working days because of the marine layer and stated that the earliest flight would leave 10:30 to 11:00 a.m.

In response to an inquiry from Commissioner Jacobsen, Facility Operations Manager Megerdichian advised that the Airport can have three banner tow operations and that there is currently one, Star Banner. He added that the agreement could be for either one year or active until either party cancels, pointing out that the City has the right to cancel anytime.

Responding to Commissioner Johnson's inquiries, Mr. Mansfield stated that they do not have helicopters, that pilots are from the area, and that aircraft with banners operate at 8.5 gallons per hour or 65%.

In response to Commissioner Boyce's inquiry, Mr. Mansfield explained that there would be minimal operation over Torrance and little impact to ground operations at the Airport.

Victoria Gall stated that she does ground crew for Mario Lopez, Star Banner, and expressed safety concerns about the number of flights going in and out at the Airport. She questioned the number of flights per day that Mr. Mansfield is proposing.

Facility Operations Manager Megerdichian stated that Star Banner and Aviad would need to work together to determine how to co-exist operationally on the same field. He stated that the City has the ability to close off any area deemed necessary for mowing and is responsible for coordinating maintenance.

Commissioner Boyce questioned how the banner tow operations would impact other users at the Airport and Facility Operations Manager Megerdichian stated that there are two runways but he would need to talk to the FAA before speculating on the impact.

Mr. Mansfield maintained that there is ample space at the Airport for three competent operators, that air traffic controllers have specific procedures for approaches and departures, and that Aviad would only conduct two operations, and more likely one, per day.

Mario Lopez, Star Banner, stated that he has been at the Airport since 1988, sees a potential problem with the helipad, and is willing to work with Aviad to operate as safely as possible, perhaps on a trial basis. He stated that he would operate as far west as possible because of the helipad and that the operators would need to communicate with each other to coordinate departure times.

Commissioner Donnellan voiced his concern about safety issues raised and Mr. Mansfield stated that Aviad has a perfect safety record but would be willing to operate on a trial basis.

Facility Operations Manager Megerdichian advised that he would need to consult with the City Attorney's Office to determine the procedure for entering into an agreement for a trial period.

MOTION: Commissioner Jacobsen moved to direct staff to bring back information on how ground operations would be affected by having two banner tow operations at the Airport as well as the feasibility of entering into an agreement for a trial period with Aviad. Commissioner Donnellan seconded the motion; a roll call vote reflected unanimous approval (absent Commissioners Glass and Hsiao).

8. INFORMATION ITEMS

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

Chairperson Orpe noted that the following reports for February 2012 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, February Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for December 2012 and January 2013, and Airfield Operations Status for January 2013.

Facility Operations Manager Megerdichian stated that there are currently 11 hangar vacancies, that the GAC flooring will be installed late February or early March 2013, and that operations continue to trend upwards. He stated that he would be sending out potential dates in late February and March to determine Commissioners' availability to tour the Control Tower.

9. ORAL COMMUNICATIONS #2

9A. In response to Commissioner Johnson's inquiry about Ongoing Projects, Facility Operations Manager Megerdichian explained that the items listed are budgeted under the Airport Fund and that they are future projects or ones that have not been completed. Commissioner Johnson stated that he would like to see the Airport Pavement Maintenance Program move forward and Facility Operations Manager Megerdichian offered to bring back an update.

9B. Commissioner Boyce offered his observation that operations have increased approximately 15% from last year and Facility Operations Manager Megerdichian responded that it is difficult to make projections about future operations because they are dependent on fuel prices, the economy, and weather.

Barry Jay, Brian Avenue, stated that the biggest variable in the number of operations is Robinson Helicopter and their success.

9C. Commissioner Boyce inquired about safety in and around hangars and Facility Operations Manager Megerdichian explained that staff does everything necessary for hangar safety and functionality, that the Fire Department conducts annual inspections, and that parking is not a major problem.

9D. Commissioner Jacobsen recognized former Commissioner Fitch for her years of service on the Airport Commission and congratulated Commissioner Glass on his anniversary.

9E. Facility Operations Manager Megerdichian stated that the Airport is now the primary EOC while renovation is going on at the Police Department through March 2013, noting that some new infrastructure has been put in place.

10. **ADJOURNMENT**

MOTION: At 8:26 p.m., Commissioner Johnson moved to adjourn the meeting to Thursday, March 14, 2013 in the West Annex meeting room at 7:00 p.m. Commissioner Donnellan seconded the motion and, hearing no objection, Chairperson Orpe so ordered.

Approved as Amended March 14, 2013 s/ Sue Herbers, City Clerk
