

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

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, November 13, 2008 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Dingman, Gates, Phillips, Tymczyszyn, and Vice-Chairperson Fitch.

Absent: Chairperson Adams.

Also Present: Facility Operations Manager Megerdichian.

MOTION: Vice-Chairperson Fitch moved to grant an excused absence to Chairperson Adams for the November 13, 2008 Commission meeting. Commissioner Tymczyszyn seconded the motion; a voice vote reflected unanimous approval.

Due to the absence of Chairperson Adams, Vice-Chairperson Fitch led the meeting.

3. FLAG SALUTE

Commissioner Tymczyszyn led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Vice-Chairperson 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 OCTOBER 9, 2008

Commissioner Dingman offered the following correction to the minutes: Page 2, Item 8B, paragraph 4: "...that new noise abatement signs ordered for runway 29R and 11L..."

Vice-Chairperson Fitch requested that the following clarification be added: Page 3, Item 8D, paragraph 3: "Facility Operations Manager Megerdichian stated that there were four to seven visitors at one time at the Open House throughout the day."

MOTION: Vice-Chairperson Fitch moved for the approval of the October 9, 2008 Airport Commission meeting minutes as amended. Commissioner Phillips seconded the motion; a voice vote reflected unanimous approval (absent Chairperson Adams).

6. ORAL COMMUNICATIONS #1

At Vice-Chairperson Fitch's suggestion, the Commission decided to add "Announcements" to this item.

Vice-Chairperson Fitch announced Tip A Cop, a fundraiser benefiting South Bay Special Olympics, on November 20, 2008 and a Stem Cell Drive for Officer Steve Kroesen on November 22, 2008.

Vice-Chairperson Fitch announced a CERT training beginning March 7, 2009 and expressed appreciation to Honda Corporation for use of its facility for the earthquake drill. She noted that Facility Operations Manager Megerdichian will be speaking at the next CERT meeting on December 17, 2008 at the GAC.

7. ACTION ITEMS

7A. REQUEST TO OPERATE BANNER TOW BUSINESS

Facility Operations Manager Megerdichian introduced the item and welcomed Wayne Mansfield, President of Aviad, LLC. He advised that currently Torrance Airport has one banner tow operator and that historically there can be up to three. He noted that a cover letter, Code of Conduct, Certificate of Waiver or Authorization from the FAA, Certificate of Insurance, and letters of recommendation were included in agenda material.

Mr. Mansfield provided background on his limited liability corporation that has operated in California for 22 years and from Long Beach since 1986. He stated that the primary reason for requesting a permit at Torrance is to move to a more suitable hangar location and a more general aviation friendly airfield. The two aircraft that would operate from Torrance are a Cessna L-19 Bird Dog and a Piper PA-12 Super Cruiser, both having normal exhaust systems that do not generate excessive noise. He noted that they would average one flight per day per airplane on Saturdays and Sundays in June, July, and August. He discussed Aviad's Code of Conduct for Aerial Media Companies that has become the standard for best practices in the industry.

In response to Commissioner Dingman's inquiry, Mr. Mansfield stated that his Cessna L-19 has a variable pitch.

When Commissioner Tymczyszyn noted that the Piper has no cowling on it, Mr. Mansfield responded that this is for increased cooling at lower air speeds and has no impact on the muffler system.

Responding to Commissioner Tymczyszyn's inquires, he explained why pilots are required to have a minimum of a "Limited Commercial License" as outlined on page 3 of the Code of Conduct, that his aircraft would maintain an altitude in excess of 1,000 feet over South Bay beaches, and that his aircraft would not pull V-boards.

Facility Operations Manager Megerdichian provided clarification that, if approved, Aviad would need to conform to insurance requirements set forth by the City.

Vice-Chairperson Fitch received assurance from Mr. Mansfield that he would comply with the City's noise abatement regulations and, in response to her inquiry, Mr.

Mansfield explained how banners are unfurled during take-off, adding that they weigh approximately 35 pounds.

Responding to Commissioner Phillips' inquiry, Mr. Mansfield advised that the most efficient way to pull banners is to fly as slowly as possible.

When Commissioner Tymczyszyn suggested that a noise test be conducted before approval, Mr. Mansfield requested that the Commission recommend approval subject to his operations within the limits of noise regulations.

Michael Wermers, Audrey Avenue, received clarification from staff that there are permit fees but no take-off or landing fees.

MOTION: Commissioner Tymczyszyn moved to recommend approval of Aviad, LLC for banner towing operations at Torrance Airport subject to its successful demonstration of banner towing at the Airport with both aircraft staying within noise requirements. Commissioner Gates seconded the motion; a roll call vote reflected unanimous approval (absent Chairperson Adams).

8. INFORMATION ITEMS

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

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

8B. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE PUBLIC WORKS DEPARTMENT

Vice-Chairperson Fitch noted that the following reports were included in supplemental material: Events Requiring Emergency Response and Airfield Operations Status.

8C. LAND MANAGEMENT REPORT – AERONAUTICAL

No report.

8.D NOISE ABATEMENT REPORT- NONE

Vice-Chairperson Fitch offered her apology to Community Development Deputy Director Cessna for her misunderstanding regarding noise ordinance violations for July and August 2008. She stated that she did not understand that Commissioner Gates had generated the report presented at the last Commission meeting and read Deputy Director Cessna's response dated November 13, 2008.

Commissioner Gates stated that he has formally requested copies of letters sent to violators for September and October 2008 and volunteered his time to go to the Noise Abatement Center to assist in generating reports.

Facility Operations Manager Megerdichian advised that the City is aware that the Commission wants noise abatement reports and that it expects to be able to generate them beginning January 2009.

8E. SUB-COMMITTEE REPORTS

8E.1 STATE AND FED FUNDING

No report.

8E.2 POLICY CHANGE AND GA GROWTH

No report.

Vice-Chairperson Fitch requested that the Master Plan sub-committee item be placed back on the agenda and it was decided to wait until January 2009 when there is a full Commission.

9. ORAL COMMUNICATIONS #2

9A. Facility Operations Manager Megerdichian reported that the jet fuel item would be considered by City Council on November 25, 2008 and requested that sub-committee members attend in case there are questions.

9B. Facility Operations Manager Megerdichian stated that bids are in for Underground Storage Tank Upgrade and appropriation of funds is expected at the November 18, 2008 City Council meeting.

9C. Facility Operations Manager Megerdichian discussed simulations conducted during the Great California Shake Up on November 13, 2008.

9D. Facility Operations Manager Megerdichian stated that a truck ran into two and a half East T hangars on November 13, 2008 and that there was heavy damage including two aircraft. He added that the card key system was down for repairs and that Torrance Police Department is investigating the incident.

9E. Commissioner Tymczyszyn stated that he hopes to see noise abatement reports in January 2009 and commended the high level of the system.

9F. Responding to Commissioner Tymczyszyn's inquiry, Facility Operations Manager Megerdichian provided an update regarding the vacant General Motors and Mitsubishi sites.

9G. Facility Operations Manager Megerdichian announced a Finance and Governmental Operations Committee meeting on November 25, 2008.

9H. In response to Vice-Chairperson Fitch's inquiries, Facility Operations Manager Megerdichian stated that there has been no further feedback from corporations regarding jet fuel, that there are no jets based at Torrance Airport, and that jet fuel is only stored at Robinson Helicopter.

9I. Following a brief discussion, it was determined that the Commission would go dark in December 2008.

9J. Commissioner Gates observed that Robinson jet helicopters are quieter than their other helicopters and that potholes and a broken ramp in front of the GAC are in need of repair.

9k. Commissioner Gates distributed photographs of an aircraft with its tail hanging over the taxiway and suggested paving the area just north of the ramp for large aircraft to park.

10. ADJOURNMENT

MOTION: At 8:33 p.m., Vice-Chairperson Fitch, seconded by Commissioner Tymczyszyn, moved to adjourn the meeting to Thursday, January 8, 2008 at 7:00 p.m., in the West Annex meeting room.

Approved as Submitted January 8, 2009 s/ Sue Herbers, City Clerk
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