

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

**1. CALL TO ORDER**

The Torrance Airport Commission convened in a regular session on Thursday, October 8, 2015 at 7:00 p.m. at the West Annex Meeting Room, Torrance City Hall.

**2. ROLL CALL**

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

Absent: None.

Also Present: Facility Operations Manager Megerdichian.

**3. FLAG SALUTE**

Commissioner Hsiao led the Pledge of Allegiance.

**4. AFFIDAVIT OF AGENDA POSTING**

**MOTION:** Commissioner Jacobsen, seconded by Commissioner Hsiao, 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 SEPTEMBER 10, 2015**

**MOTION:** Commissioner Hsiao moved to approve the Airport Commission meeting minutes of September 10, 2015 as presented. Commissioner Glass seconded the motion; a roll call vote reflected approval.

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

**6A.** Commissioner Glass stated that he enjoyed the Torrance Airport Association's "meet and greet" on September 30. He noted that the Mayor, City Manager, and other City officials attended the event and expressed appreciation to Anne O'Brien for organizing it.

**6B.** Commissioner Orpe stated that he had the opportunity to attend the Battle of Britain Commemorative at RAF Duxford on September 20 in Cambridgeshire, England.

**6C.** Anne O'Brien thanked Commissioners for attending the "meet and greet" and noted that it was a good opportunity for Airport business owners to meet some of officials who represent them. She stated that they hope to have another similar event before the next elections.

**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 October 2015 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, October Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for August 2015, and Airfield Operations Status for August 2015.

Facility Operations Manager Megerdichian reported that there are two hangar vacancies. Referring to Ongoing Projects in Report 2, he stated that the entire Airport Security Project is almost complete, with final software installed and everything functioning properly. He stated that the slurry seal project has begun and that they are in the process of grinding and crack sealing, with completion expected in two weeks. He noted that they have been working on the Executive Hangar Gutter, Roofing, and Door Replacement and would provide further updates next month. He stated that there were five minor incidents in August.

In response to Commissioner Jacobsen's inquiry, he stated that the Airport Security Project has not gone over budget.

Commissioner Orpe suggested asking Torrance Police Department to bring dogs to sniff for drugs in the hangars and Facility Operations Manager Megerdichian offered to relay his suggestion.

**9. ORAL COMMUNICATIONS #2**

**9A.** Commissioner Orpe reminded Commissioners to remember veterans on Veterans Day on November 11.

**9B.** Facility Operations Manager Megerdichian discussed a fire that occurred in a small T-shaped hangar last week, noting that it was confined to one hangar and there were no injuries. He stated that Torrance Fire Department did a great job of responding and that they are in the process of assessing what can be saved in the hangar. He stated that the Airport is self-insured and that the tenant also had insurance.

Anne O'Brien pointed out how well built the hangars are, noting that the sheet rock between hangars confined the fire to the one hangar.

**9C.** David Bentley, Rolling Hills, expressed concern about a letter he received from the Community Development Department regarding noise abatement procedures and specifically early left turn violations. He stated that some aircraft are unable to reach 1,500 feet when flying IFR and the Tower directs them to turn south.

Facility Operations Manager Megerdichian advised him that a pilot is not in violation if an aircraft is directed to turn by the Tower for safety reasons or weather. He offered to relay the concern to Noise Abatement.

Anne O'Brien stated that she received the same letter and that it was written in a hostile, insulting manner.

**9D.** Facility Operations Manager Megerdichian informed the Commission that the Annual Report is going to City Council on October 20.

**9E.** Chairperson Boyce expressed appreciation to Commissioners for their attendance and audience members for their participation.

**10. ADJOURNMENT**

**MOTION:** At 7:29 p.m., Commissioner Donnellan adjourned the meeting to Thursday, November 12, 2015 at 7:00 p.m. at the West Annex Meeting Room, Torrance City Hall. Commissioner Glass seconded the motion; a roll call vote reflected unanimous approval.

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Approved as submitted November 12, 2015 s/ Rebecca Poirier, City Clerk
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