Committee Meeting of
May 24, 2016

Honorable Chair and Members
of the Ad Hoc Naming of Facilities Committee
City Hall
Torrance, California

Members of the Committee:

**SUBJECT: Review of Application for Naming City Facility**

## RECOMMENDATION

The City Manager is forwarding an application to the City Council Ad Hoc Naming of Facilities Committee proposing that individual City owned hangar rows and gates be named at Torrance Municipal Airport – Zamperini Field.

## BACKGROUND/ANALYSIS

On June 17, 2008, the City Council approved Resolution 2008-81 establishing policies and procedures for naming City-owned land, buildings, and facilities. A primary goal of developing these policies and procedures was to ensure that the public had the opportunity to provide recommendations and input to the facility naming process. A web page was developed that contains information, forms, and instructions for public participation. The web address is http://www.torranceca.gov/18100.htm.

Along with the public, applications can be submitted from other sources including Council members, City staff, City agencies, or civic organizations. Members of the Facility Naming Committee can also make recommendations as long as there is compliance with the procedures currently in place.

An application has been submitted requesting 21 individual hangar rows and 2 gates be named at Torrance Municipal Airport – Zamperini Field. The proposals are named after people, places or businesses related to local aviation history. Currently, the hangar rows are identified with addresses only, and are not easily identifiable to aircraft at night. New signage would be installed at a more readable angle and height so that the rows are more clearly identified for taxiing aircraft.

The purpose of this project would enhance the character of the Airport, and will also provide clear signage for taxiing aircraft. Notices were mailed to all Airport tenants in August 2015, asking for help and input to suggest names for 21 hangar rows. Over 80

submissions were received, as well as suggestions to name 2 City controlled vehicle entrance gates.

Should your honorable body wish to name the 21 hangar rows and 2 vehicle entrance gates at Torrance Municipal Airport – Zamperini Field, staff will forward the Committee's recommendation to the full Council, where public input is again received, and City Council can deliberate on the recommendation. If your Honorable Body does not wish to name the hangar rows and vehicle gates, no further action is required.

Respectfully submitted,

LeROY J. JACKSON
CITY MANAGER

By _____
Shant Megerdichian
Facilities Operations Manager

CONCUR:

_____
LeRoy J. Jackson
City Manager

Attachments:
A) Resolution No. 2008-81
B) Application for Facility Naming
C) Proposed Layout of Hangar Row Names
D) Proposed Layout of Vehicle Entrance Gates

# RESOLUTION NO. 2008-81

## A RESOLUTION OF THE CITY COUNCIL OF THIS CITY OF TORRANCE ESTABLISHING POLICIES AND PROCEDURES FOR THE NAMING OF CITY-OWNED LAND, BUILDINGS, AND FACILITIES

The City Council of the City of Torrance does hereby resolve as follows:

I. PURPOSE

To establish formal policies as a guide to the City Council in considering (1) appropriate names for City-owned land, buildings and facilities; (2) whether, and under what circumstances, such land, buildings, and facilities should be named or renamed in honor of individuals; and (3) the duration of naming rights of City-owned land, buildings and facilities.

II. SCOPE

This regulation is applicable to all City departments and offices responsible directly to the City Manager. It is also requested that elective offices and other independent offices and departments of the City comply with these procedures in the interest of administrative uniformity.

III. POLICY

In determining the names to be given to City-owned land, buildings and facilities, the City Council will give particular consideration to the following policy guidelines:

The City Council will consider candidate names for facilities whether submitted by Council members, City staff, City agencies, civic organizations, and/or the general public including names incorporating the name of Torrance where it is deemed important for civic or other reasons for a building or facility to be identified with the City.

Names that have recognizable geographic, topographic or historical significance associated with Torrance. In assessing this type of name, the City Council will take into consideration the recommendations from different bodies such as the Planning Commission or Torrance Historical Society.

City-owned land, buildings and facilities may be named in honor of persons who have served the nation, the State of California and/or the City of Torrance in an exceptional and distinguished manner; and, where such action is warranted by a contribution or service which is deemed to be of major significance.

The naming of City-owned land, buildings and facilities in honor of a deceased person shall generally not take place until after a minimum of one-year waiting period unless the City Council determines that there are overriding considerations deviating from this policy guideline. This particular policy guideline is not intended in any way to reflect on the merits of any deceased individual who may have been a prominent civic leader. However, it is felt appropriate to establish some type of waiting period to ensure that an individual's accomplishments or contributions will stand the test of time; and that a decision shall not be made on an emotional basis immediately following a person's death.

City-owned land, buildings and facilities may be named after individuals or families who have donated the land or funds for the capital project, particularly if such naming is set forth as a condition of the donation.

The City Council may approve the naming of City-owned land, buildings, or facilities based on an organization or individual's monetary contribution to the City for that purpose. The funds from that contribution may be used for any purpose deemed appropriate by the City Council unless there is a specified use as a condition of the contribution. The duration of the name is on a case-by-case basis at the discretion of the City Council unless otherwise set forth as a condition of the contribution approved by the Council.

The names of City-owned land, buildings and facilities shall not normally be named in honor of individuals when they have previously been named for other individuals. However, if the Council deems it appropriate, they may vary from this guideline on a case-by-case basis.

IV. PROCEDURES

Requests for naming or renaming of City-owned land, buildings and facilities shall be filed with the City Clerk for transmittal to the Mayor in writing, accompanied by a statement summarizing the justification for the recommended name(s).

The Mayor forwards the request to the Chair of the Facility Naming Committee. The Chair schedules a meeting of the Committee to consider the request. The meeting is open to the public and gives members of the community an opportunity to give input to the process. The Committee should schedule the meeting within 30 days of receiving the request.

If the request is denied by the Committee, no further action is taken. If the request is approved, the Committee Chair directs staff to prepare a report for the full Council where public input is again received.

The City Council will make its determination as to the naming or renaming of City-owned land, buildings and facilities at regularly scheduled meetings of the City Council at which staff, representatives of advisory bodies and civic organizations and the general public may offer testimony. If the request is denied by the Council, no further action is taken. If the City Council approves the request, staff is directed to go forward with implementing the naming of the facility. The steps taken to implement the request will be developed as an internal City process. The decision of the City Council will be final.

Introduced, approved and adopted this 17th day of June, 2008.

/s/ Frank Scotto
Mayor Frank Scotto

APPROVED AS TO FORM:
JOHN FELLOWS III, City Attorney

ATTEST:

by /s/ Ron Pohl
Ronald T. Pohl, Assistant City Attorney

/s/ Sue Herbers
Sue Herbers, City Clerk

## TORRANCE CITY COUNCIL RESOLUTION NO. 2008-81

STATE OF CALIFORNIA )
COUNTY OF LOS ANGELES ) ss
CITY OF TORRANCE )

I, Sue Herbers, City Clerk of the City of Torrance, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Torrance at a regular meeting of said Council held on the 17th day of June, 2008 by the following roll call vote:

| | | |
|---|---|---|
| AYES: | COUNCILMEMBERS | Barnett, Brewer, Drevno, Nowatka, Sutherland, Witkowsky, and Mayor Scotto. |
| NOES: | COUNCILMEMBERS | None. |
| ABSTAIN: | COUNCILMEMBERS | None. |
| ABSENT: | COUNCILMEMBERS | None. |

/s/ Sue Herbers
Sue Herbers
City Clerk of the City of Torrance

Date: December 23, 2008

**ATTACHMENT B**

RECEIVED
APR 13 2016
City of Torrance
City Clerk's Office

# City of Torrance
## Facility Naming Application

Please submit this form to the City Clerk's Office
3031 Torrance Blvd., Torrance, CA 90503

Phone: (310) 618-5870 / Fax: (310) 618-5891
www.TorranceCA.Gov

Contact information for person submitting application

Name of contact: Shant Megerdichian Date: 4/12/16

Address: 3301 Airport Drive, Torrance, CA 90505

Contact Phone No.: 310-784-7908

Facility for naming

Current Facility Name: None: City owned hangar rows at Torrance Municipal Airport - Zamperini Field

Proposed Name: 21 individual hangar rows have been selected to be named

Location: East T Hangars at Torrance Municipal Airport - Zamperini Field

Candidate for facility naming

Name of Candidate: Various (See attached)

Relation to City: People, places and businesses related to local aviation history

Please provide an explanation of why the City should take this action

**See attached Airport Commisson Item from January 14, 2016.**

Once this form is submitted to the City Clerk, it will be forwarded to the Mayor for review. If it meets the guidelines for facility naming, the Mayor will forward the application to the Chair of the Council Committee on Naming Facilities. The Chair will schedule a meeting of the full committee where the matter will be placed on the agenda and open for public comment. The committee will then determine whether the application and recommendation for approval will be brought before the City Council for consideration. If the application goes before the City Council, there will be a second opportunity for public comment before any action is taken. If the Council approves the recommendation, City staff will move forward with implementation of the Council direction to rename the subject facility.

Airport Commission Meeting of
January 14, 2016

Honorable Chair and Members
of the Airport Commission
City Hall
Torrance, California

**Members of the Commission:**

**SUBJECT: Airport Commission – Naming of Hangar Rows to Enhance Character of Airport**

## RECOMMENDATION

The Facilities Operations Manager recommends that the Airport Commission review and recommend the names of individual City owned hangar rows at Torrance Municipal Airport – Zamperini Field to the Naming of Public Facilities Committee of the City Council.

## FUNDING

Not Applicable

## BACKGROUND

At its meeting of May 14, 2015, the Airport Commission concurred with staff to begin a project of naming individual City owned hangar rows to enhance the character of the Airport. Currently, the rows are identified with addresses only, and are not easily identifiable to aircraft at night. Additional signage would be proposed at a more readable angle and height so that the rows are more clearly identified for taxiing aircraft.

Along with providing clearer signage, there is an opportunity to name each row based on people, places or businesses related to local aviation history. The Torrance Airport Association (TAA), along with City staff, formed a Hangar Row Naming Committee to solicit input from stakeholders and review suggestions for each hangar row. The Committee consisted of TAA members Anne O'Brien, Jim Gates, Sy Symons and Charles Lobb, Executive Director of the Western Museum of Flight Cindy Macha, and Airport Commissioner Peter Donnellan. Sadly, Mr. Symons passed away on January 3, 2016 at the age of 98.

Notices were mailed to all Airport tenants in August 2015, asking for help and input to suggest names for 21 hangar rows. The criteria was as follows:

- Name must have Torrance Aviation historical significance
- Name can be a person, aircraft, company, place, etc.
- Deadline for submissions was October 31, 2015

## ANALYSIS

Over 80 submissions were received by the Committee. Nearly all suggested names received were followed by the reasoning behind the submission. After the names were received, the Committee met several times to discuss and categorize the suggestions. They were grouped into an A, B or C rating.

The names with an "A" rating are the ones which the Committee felt were the most fitting based on the criteria. There are 21 "A" recommendations to coincide with each hangar row. In addition, the Committee is recommending that the two City controlled vehicle entrance gates be named as well. Those are identified in the attached sheet under 1a and 1b.

If the names chosen by the Hangar Row Naming Committee are accepted by the Airport Commission, a recommendation will then be made to the Naming of Public Facilities Committee of the City Council. An application for each hangar row name would be filled out and presented to this Committee.

The primary responsibility of the Naming of Public Facilities Committee is to develop formal policies for consideration of:

1. Appropriate name for City-owned land, buildings and facilities

2. Whether, and under what circumstances, such land, buildings, and facilities should be named or renamed in honor of individuals; and

3. The duration of naming rights of City-owned land, buildings and facilities.

This policy, set by Resolution, is applicable to all City departments and offices responsible directly to the City Manager. It is also requested that elective offices and other independent offices and departments of the City comply with these procedures in the interest of consistency.

Recommendations of the Naming of Public Facilities Committee are then forwarded to the City Council for consideration.

Respectfully Submitted,

Shant Megerdichian
Facilities Operations Manager

Attachments:
A – Hangar Row Name Submissions
B – Proposed Layout of Hangar Row Names
C – Proposed Layout of Vehicle Entrance Gates
D – Airport Commission Item of May 14, 2015

# Torrance Airport Hangar Row Name Submissions

| Priority | # | Suggested Name | Votes | Historical Background | Recom-mended Row Numbers |
|---|---|---|---|---|---|
| A | 1a | Roger Keeney East T's Gate | 3 | Charles Roger Keeney owned ACME Aircraft. He flew into his 90's and probably operated the oldest FBO for the longest period on the airport 1945-2011. He once bought a B-25 from Howard Hughes and also worked on Amelia Erhart's plane. | East T's Gate |
| A | 1b | Lomita Flight Strip Gate | 3 | Original name for Torrance Airport/ Zamperini Field. Built by the Army Corps of Engineers. A secondary 3000' runway was built on top of the PV Peninsula that was used for emergencies or when the coastal lay fog closed Lomita Flight Strip. | Tower Gate |
| A | 1 | P-38 Lightning Row | 3 | P-38 or Lightning Squadron was based at Lomita Flt Strip during WWII. 4 Squadrons: 55th Pursuit Squad, 373rd Figher Squad, 429th FS, 434th FS. Under the 479th Fighter Group and 6th Ferrying Group. | 2797 |
| A | 2 | Bob Hoover Row | 3 | A local pilot, famous test pilot and aerobatic performer who based his P-51 called "Old Yeller" and air show Aero Commander at Torrance. | 2793 |
| A | 3 | Nagel Row | 3 | John Nagel operated an enormous aircraft parts operation for many years from a large hangar where Robinson Helicopter is now. | 2789 |
| A | 4 | Wing Derringer Row | 1 | George Wing developed and flew this unique aircraft in single and twin engine configurations at Torrance Airport. He founded Hi Shear Corp and had a female test pilot. | 2785 |
| A | 5 | Doak Aircraft Row | 3 | Edmund Doak built this aircraft here in single and twin engine versions. It was the predecessor to today's VTOL Osprey. The propellor complex sits outside the GAC. | 2781 |
| A | 6 | Bob Herendeen Row | 3 | Bob was an award-winning, two-time US Aerobatic Champion who was based here at Torrance Airport and flew a Pitts Special. | 2777 |
| A | 7 | Nancy Clinton Row or Nancy's Row | 4 | Dedicated Flight Instructor and airport volunteer who supported Torrance Airport as Airfare Director, CFII, attended City Council meetings, TAA Board of Directors, 99's, Young Eagles, coordinated B-17 visits | 2773 |
| A | 8 | Vegas Airways Row | 2 | The "wide row" was built so that the DC-3 owned by Vegas Airways could taxi down it. The hangar and property extended all the way to PCH. | 2769 |
| A | 9 | Slim Kidwell Row | 1 | 1st FBO and a Bellanca dealer at Lomita Flt Strip. He built the first row of T-hangars. Owned a motel and large, popular restaurant called The Halfway House that was near today's entrance to the airport. | 2763 |
| A | 10 | Sy Symons Row | 5 | Taught WWII pilots to fly, flew TBMs in Korea. Founded Symons Engineering that built fuel tanks for Navions, Comanches and Bonanzas. Owned "Black Beauty", a Bonanza he purchased in 1954. Built 56 hangars in the East T's. Passed away at 97 on 1/03/16. | 2759 |
| A | 11 | Bonanza Row | 3 | Keep it that way. | 2755 |

Attachment A

# Torrance Airport Hangar Row Name Submissions



| Priority | # | Suggested Name | Votes | Historical Background | Recom-mended Row Numbers |
|---|---|---|---|---|---|
| A | **12** | Collins Dietrich Row | 2 | The first managers of Lomita Flight Strip, Collins Dietrich Air Services, that had become Zamperini Airport (Dec. 1946). The actual first airport manager was a Mr. Tarkington. | 2751 |
| A | **13** | Iris Critchell Row | 1 | Iris flew here with WASPs as part of the 6th Ferry Group. Later, as Professor at Harvey Mudd College, she ran the aviation program and taught hundreds of pilots to fly. She flew in the Power Puff Derby which itself came to KTOA 2 years. In 1960 it started at KTOA and it finished here in 1967. Judy Wagner of Rolling Hills Estates won #21 in 1967 in a Mooney Mite. | 2747 |
| A | **14** | Frank Robinson Row | 1 | Frank started Robinson Helicopters out of his garage. It has grown a bit to become the largest helicopter manufacturer in the world and is now run by his son Kurt. | 2743 |
| A | **15** | Civil Air Patrol Row | 1 | Started in Project Tomahawk and was on the field in WWII. | 2735 |
| A | **16** | Tom Ishibashi Row | 3 | Tom farmed the airport property between the runways for many years and operated a farm stand along the Crenshaw border. He was aviation oriented, served in the USAF (enlisted) and flew ultralights. The Ishibashis were interned in camps in WWII and later put many children through college from their farming. They always supported the airport. | 2731 |
| A | **17** | Sierra Sue Row | 1 | This S-1 aircraft was designed and built at KTOA and currently hangs in the Western Museum of Flight | 2729 |
| A | **18** | Acme Aircraft Row | 3 | Operated by Roger Keeney, it was the oldest FBO. In later years he specialized in aircraft weight and balance. | 2723 |
| A | **19** | Eli Alexander Row | 1 | Known as "Mr. A", the long-time Alex Air FBO operator at KTOA and still alive in 2015. | 2719 |
| A | **20** | Robin Olds Row | 1 | Robin Olds was the only WWII and Vietnam ACE. He conceived and flew in Operation Bolo during the Vietnam War. Robin flew the P-38 at Lomita Air Strip. | 2715 |
| A | **21** | Nike Missle Base Row | 1 | The airport was home to a Cold War Nike Missle Base and it still exists underground on the far East end of the airport. | 2711 |
| B+ | **22** | Neal Richardson Row | 1 | Dr. Richardson worked in aerospace and helped design the Apollo lunar lander. He was the designer of the hybrid power train that is on many new hybrids. He rebuilt and flew a beautiful Beechcraft Staggerwing that has been in the East T's for 30 years. | |
| B+ | **23** | Marvin Thatcher Row | 3 | Long time pilot who shot landings in a P-82 and flew a Bonanza and who helped many others on the field with his brilliant ability to machine parts. Owned Matco, an aircraft parts machine shop. | |
| B | **24** | Peninsula Aviation Row | 1 | FBO where airport beacon was | |
| B | **25** | Benbow Aviation Row | 1 | long time FBO | |

# Torrance Airport Hangar Row Name Submissions

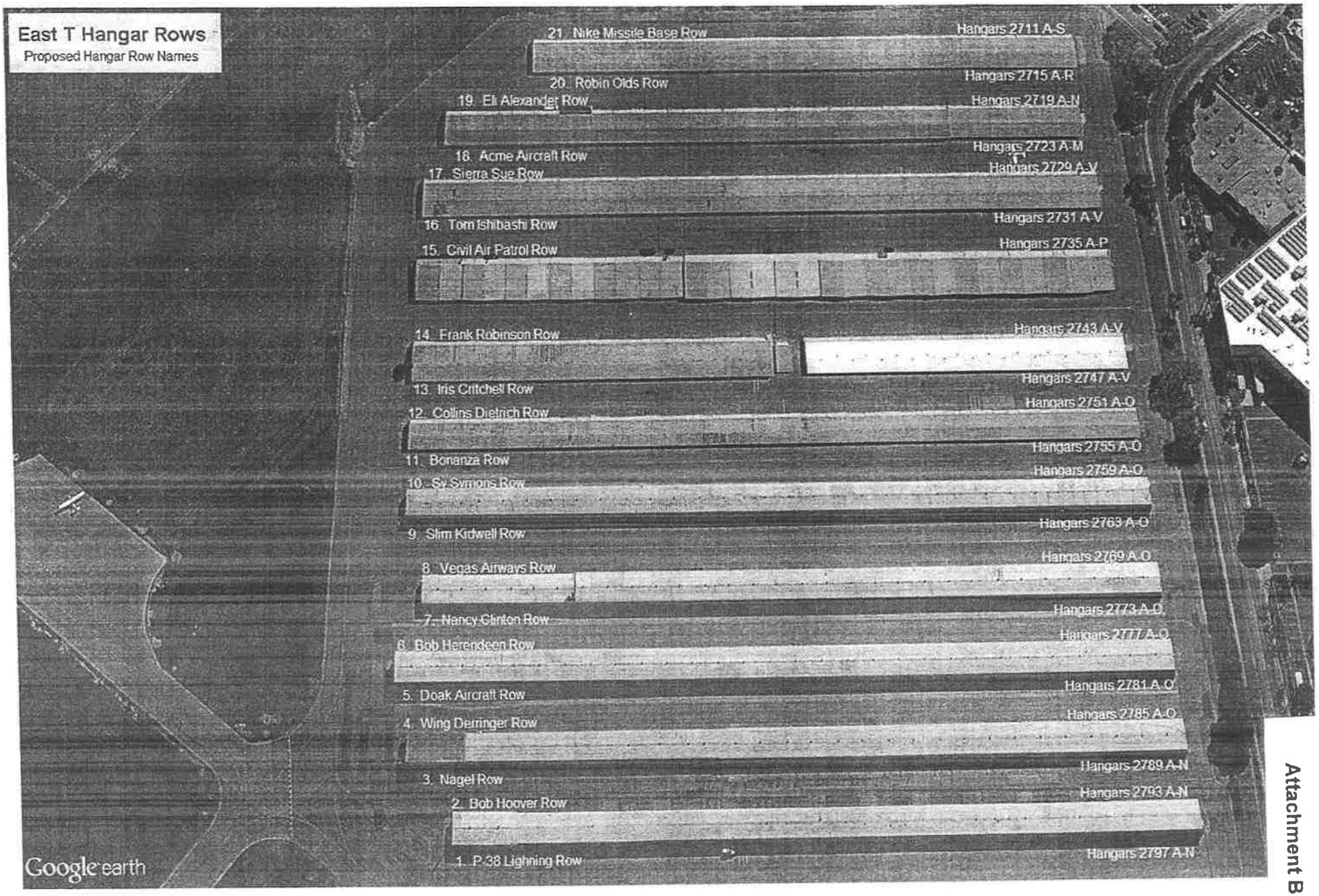


| Priority | # | Suggested Name | Votes | Historical Background | Recom-mended Row Numbers |
|---|---|---|---|---|---|
| B | 26 | Liberator Row | 2 | Or "Superman", the name of Louie Zamperini's B-24. | |
| B | 27 | Tom McCrea Way | 1 | Tom operated several FBOs from the 1970s until his tragic motorcycle death in 2011. He helped many pilots get their planes into the air. A special motorcycle ride down the runway was conducted in his honor. | |
| B | 29 | Earl Ody Alley | 1 | Earl has a long history in aviation | |
| B | 30 | Bob Marks Row | 1 | long time tenant, banner tow and WW11 P-47 pilot | |
| B | 31 | Ted Meisenheimer Row | 1 | had a huge slide collection on KTOA and promoted aviation at Redondo High. | |
| B | 32 | Mickey Holton Row | 2 | "Mickey's Mews". A key flight instructor who specialized in tail wheel training from The East T's. He has put 10,000 hours on two Aeronica Champions. | |
| B | 33 | "Doc" Sperry Row | 1 | Ran Sperry Aviation for many years. | |
| C | 34 | Tex Hilley Row | 1 | Continental Engine overhaul instructor who performed engine overhauls at KTOA and was the "go to" guy for engine problems. He flew his own Bonanza and had an East T's hangar for many years. | |
| C | 35 | Tiger Row | 3 | KTOA is home to a large and growing group of dedicated owners of Nanchang aircraft, Chinese aerobatic trainers. They are part of The Tiger Squadron, a precision aerobatic demonstration team that does many memorial fly-overs, air shows and special events. | |
| C | 36 | Ralph Baxter Row | 1 | Ralph was an airline captain for Western/Delta and he taught both grandsons to fly, creating a big flying family. He took many people for rides in his antique Waco biplane, coordinated formation flights for civic events and veteran memorials. | |
| C | 37 | George Sedillo Row | 1 | George has been extremely generous with his time in helping pilots at the airport and is a great promoter of General Aviation. He earned all five "Diamonds" for soaring excellence and owned/operated the soaring club at Lake Elsinore. | |
| C | 38 | Ralph Martin Row | 1 | Ralph developed the hangars on the West end of Torrance Airport and has been very generous in his support of the airport. | |
| C | 39 | Garrett- Moog Row | 1 | Cliff Garret founded Garrett Corporation which became Air Research, Allied Signal, Honeywell and Moog, all Torrance aerospace companies. | |
| C | 40 | Executive Row | 2 | Row 2735 has always been called Executive Row | |
| C | 41 | Ogden Row | 1 | Army pilot who crashed and died while attempting to land at KTOA where he was based, because his gear did not lower and then fuel exhausted. | |
| C | 42 | Hugh Crawford Row | 1 | Brains behind ACME, worked with Roger Keeney | |
| C | 43 | John Thorpe Row | 1 | Mr. Thorpe built the first T-18s at KTOA. (or was it Bill Warwick?) | |

# Torrance Airport Hangar Row Name Submissions

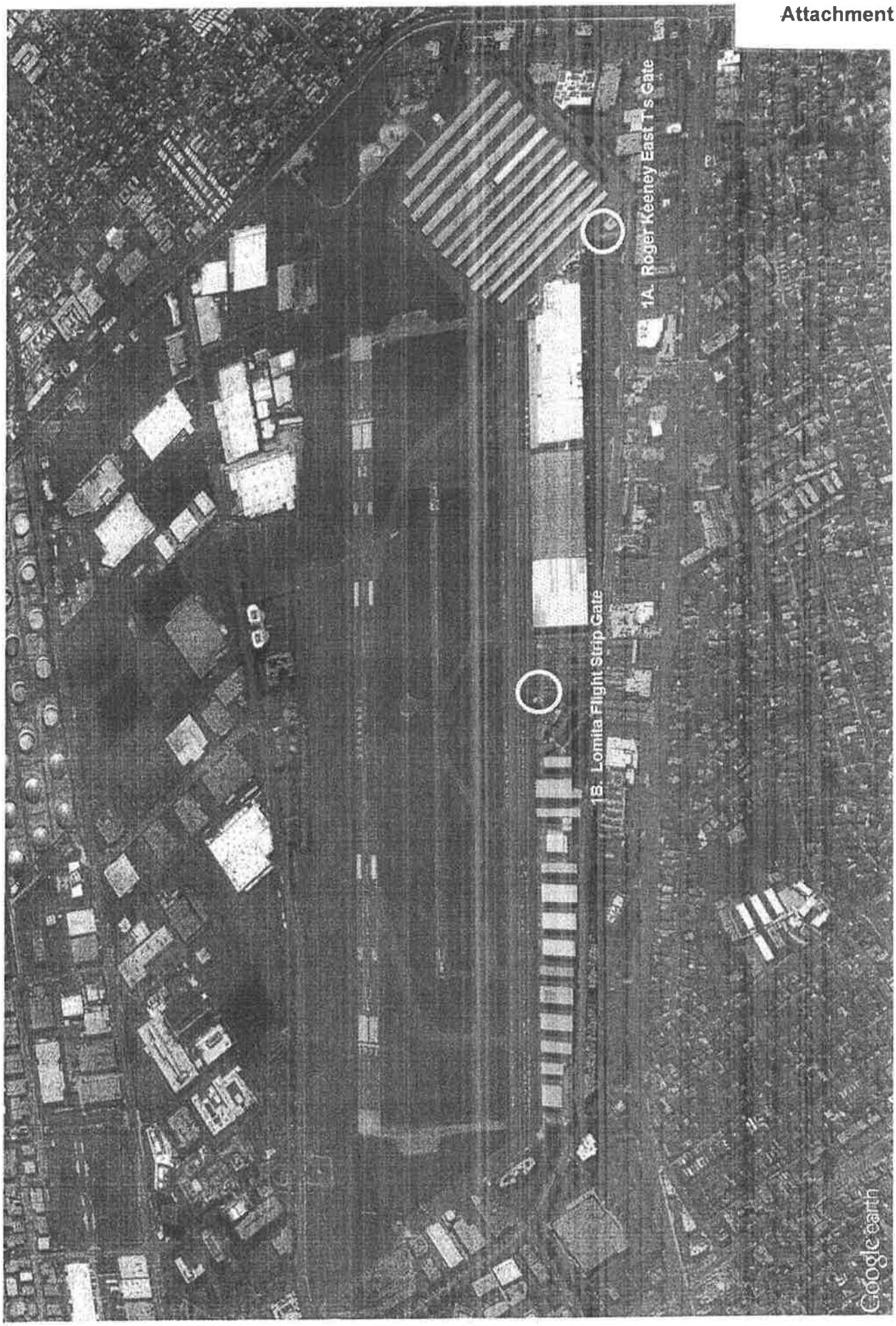
1/6/2016

| Priority | # | Suggested Name | Votes | Historical Background | Recom-mended Row Numbers |
|---|---|---|---|---|---|
| C | | | | **The following were submitted but don't meet criteria--all C's** | |
| C | **44** | Baron Row | 1 | Baron is a popular Beechcraft | |
| C | **45** | Spitfire Row | | | |
| C | **46** | Mustang Row | | | |
| C | **47** | Pitts Row | | | |
| C | **48** | Freedom Row | | | |
| C | **49** | Hornet Row | | | |
| C | **50** | Veterans Row | | | |
| C | **51** | Eagle Row | | | |
| C | **52** | Carrier Row | | | |
| C | **53** | Presidential Row | | | |
| C | **54** | Biplane Row | | | |
| C | **55** | Catalina Row | | | |
| C | **56** | Beech Staggerwing Row | | There used to be four at KTOA, red, blue, yellow and silver planes all on the same row | |
| C | **57** | Nanchang Row | | | |
| C | **58** | Flying Tigers Row | | | |
| C | **59** | AVG Row | | | |
| C | **60** | Panda Bears Row | | | |
| C | **61** | Hells Angels Row | | | |
| C | **62** | Adam and Eve Row | | | |
| C | **63** | Stearman Row | | | |
| C | **64** | N3N Row | | | |
| C | **65** | BT-13 Row | | | |
| C | **66** | AT-6 Texan Row | | | |
| C | **67** | A-20 Havoc Row | | | |
| C | **68** | Dauntless Row | | | |
| C | **69** | P-30 Row | | | |
| C | **70** | Lend-Lease Row | | | |
| C | **71** | USS Iowa Row | | | |
| C | **72** | | | waste of money, don't do it | |
| C | **73** | | | the numbering system as it is now works fine, makes sense. | |




Attachment B

Attachment C



# CITY OF TORRANCE

## INTEROFFICE COMMUNICATION

**DATE: May 14, 2015**

**TO:** Honorable Chair and Members of the Airport Commission

**FROM:** Shant Megerdichian, Facility Operations Manager

**SUBJECT:** Naming of Hangar Rows to Enhance Character of Airport

At its meeting of March 24, 2015, the City Council concurred with a request from Councilman Tim Goodrich to assign the Airport Commission to engage the airport community, airport organizations, other pertinent organizations such as the Torrance Historical Society and others to:

1) Paint the compass rose on the blank cement slab of the T-33;
2) Add or replace signage for hangar rows to ensure cost feasibility, visibility, safety and addition of character at the airport;
3) Use the guidelines in the Naming of Public Facilities resolution to gather names for the rows based on local aviation history; and
4) The feasibility of donated plaques to identify contribution of each individual to aviation history. Requested that the Airport Commission to report back to council on the recommendations.

Compass Rose:
The local chapter of the Ninety-Nines, Inc. International Organization of Women Pilots has volunteered to paint a compass rose beneath the T-33 aircraft on a pedestal outside of the General Aviation Center. The Ninety-Nines most recently painted a compass rose at Pacific Skies Aviation, adding a distinctive design to their patio area (Attachment A). A similar compass rose is proposed to be painted underneath the T-33.

Hangar Row Signage:
Members of the Torrance Airport Association met with Airport Staff and Councilman Goodrich to discuss adding signage to the City's East T hangar area. Currently, the rows are identified with addresses only, and are not easily identifiable to aircraft at night. Additional signage would be proposed at a more readable angle and height so that taxiing aircraft will know which row to proceed.

Along with providing safer signage, there is an opportunity to name each row based on people, places or businesses related to local aviation history, and to also place accompanying plaques to recognize the contribution of each entity. The Torrance Airport Association has volunteered to work with community groups such as the Torrance Historical Society to develop proposals for the hangar row names.

These proposals would then be shared and discussed with the Airport Commission until a recommendation is agreed upon. An application for each hangar row name would be filled out and forwarded to the Naming of Public Facilities Committee of the City Council.

The primary responsibility of the Committee is to develop formal policies for consideration of:

1. Appropriate name for City-owned land, buildings and facilities

2. Whether, and under what circumstances, such land, buildings, and facilities should be named or renamed in honor of individuals; and

3. The duration of naming rights of City-owned land, buildings and facilities.

This policy, now set by Resolution, is applicable to all City departments and offices responsible directly to the City Manager. It is also requested that elective offices and other independent offices and departments of the City comply with these procedures in the interest of consistency.

Recommendations of the Naming of Public Facilities Committee are then forwarded to the City Council for consideration.

Shant Megerdichian
Facility Operations Manager

Attachments:

A – Compass Rose at Pacific Skies Aviation
B – Application for Naming of Public Facilities
C – Resolution Establishing Policies and Procedures for the Naming of City Owned Land, Buildings and Facilities

ATTACHMENT A

# Facility Naming Application

City of Torrance
3031 Torrance Blvd.
Torrance, CA 90503
Phone: (310) 618-5880
Fax: (310) 618-5891
www.torrnet.com

Contact information for person submitting application

Date:
Name:
Address:
City/State/Zip Code:
Contact Phone #:

Facility for naming

Current Name of Facility:
Proposed Name of Facility:
Location:

Candidate for facility naming

Name of Candidate:
Relation to City:

Print Form

Please provide explanation of why the City should take this action:

Please submit the completed application to:
City of Torrance City Clerk's Office
3031 Torrance Boulevard
Torrance, CA 90503

Once this form is submitted to the City Clerk, it will be forwarded to the Mayor for review. If it meets the guidelines for facility naming, the Mayor will forward the application to the Chair of the Council Committee on Naming Facilities. The Chair will schedule a meeting of the full committee where the matter will be placed on the agenda and open for public comment. The Committee will then determine whether the application and recommendation for approval will be brought before the City Council for consideration. If the application goes before the City Council, there will be a second opportunity for public comment before any action is taken. If the Council approves the recommendation, city staff will move forward with implementation of the Council direction to rename the subject facility.

If you have any questions regarding this procedure, you may contact the City Clerk's office at (310) 618-5870 or the City Manager's office at (310) 618-5880. You may also refer to the Torrance web site at www.torrnet.com/facilitynaming.htm for the complete policy and procedures for naming facilities in the City.

ATTACHMENT C

# RESOLUTION NO. 2008-81

## A RESOLUTION OF THE CITY COUNCIL OF THIS CITY OF TORRANCE ESTABLISHING POLICIES AND PROCEDURES FOR THE NAMING OF CITY-OWNED LAND, BUILDINGS, AND FACILITIES

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In determining the names to be given to City-owned land, buildings and facilities, the City Council will give particular consideration to the following policy guidelines:

The City Council will consider candidate names for facilities whether submitted by Council members, City staff, City agencies, civic organizations, and/or the general public including names incorporating the name of Torrance where it is deemed important for civic or other reasons for a building or facility to be identified with the City.

Names that have recognizable geographic, topographic or historical significance associated with Torrance. In assessing this type of name, the City Council will take into consideration the recommendations from different bodies such as the Planning Commission or Torrance Historical Society.

City-owned land, buildings and facilities may be named in honor of persons who have served the nation, the State of California and/or the City of Torrance in an exceptional and distinguished manner; and, where such action is warranted by a contribution or service which is deemed to be of major significance.

The naming of City-owned land, buildings and facilities in honor of a deceased person shall generally not take place until after a minimum of one-year waiting period unless the City Council determines that there are overriding considerations deviating from this policy guideline. This particular policy guideline is not intended in any way to reflect on the merits of any deceased individual who may have been a prominent civic leader. However, it is felt appropriate to establish some type of waiting period to ensure that an individual's accomplishments or contributions will stand the test of time; and that a decision shall not be made on an emotional basis immediately following a person's death.

City-owned land, buildings and facilities may be named after individuals or families who have donated the land or funds for the capital project, particularly if such naming is set forth as a condition of the donation.

The City Council may approve the naming of City-owned land, buildings, or facilities based on an organization or individual's monetary contribution to the City for that purpose. The funds from that contribution may be used for any purpose deemed appropriate by the City Council unless there is a specified use as a condition of the contribution. The duration of the name is on a case-by-case basis at the discretion of the City Council unless otherwise set forth as a condition of the contribution approved by the Council.

The names of City-owned land, buildings and facilities shall not normally be named in honor of individuals when they have previously been named for other individuals. However, if the Council deems it appropriate, they may vary from this guideline on a case-by-case basis.

IV. PROCEDURES

Requests for naming or renaming of City-owned land, buildings and facilities shall be filed with the City Clerk

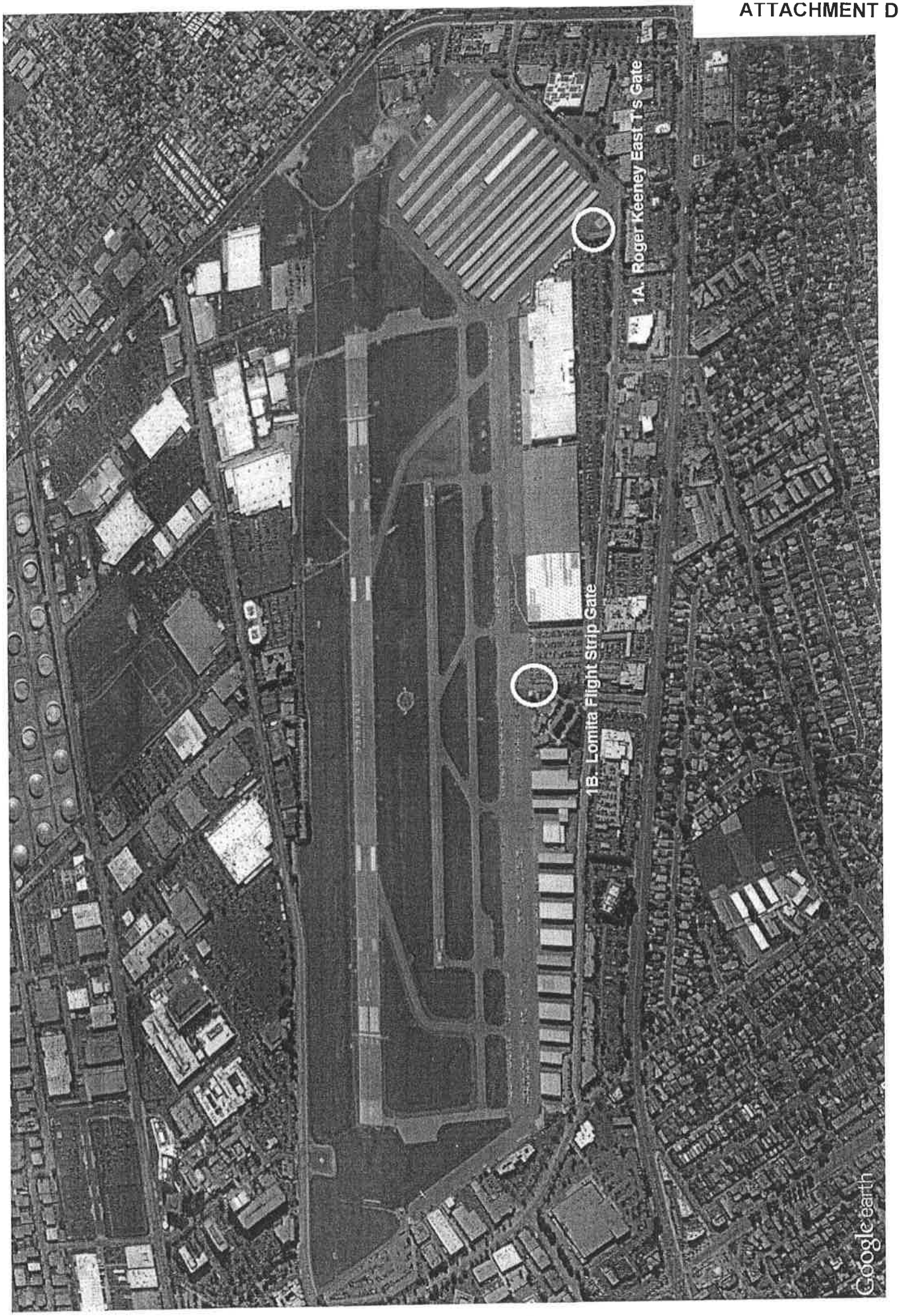
for transmittal to the Mayor in writing, accompanied by a statement summarizing the justification for the recommended name(s).

The Mayor forwards the request to the Chair of the Facility Naming Committee. The Chair schedules a meeting of the Committee to consider the request. The meeting is open to the public and gives members of the community an opportunity to give input to the process. The Committee should schedule the meeting within 30 days of receiving the request.

If the request is denied by the Committee, no further action is taken. If the request is approved, the Committee Chair directs staff to prepare a report for the full Council where public input is again received.

The City Council will make its determination as to the naming or renaming of City-owned land, buildings and facilities at regularly scheduled meetings of the City Council at which staff, representatives of advisory bodies and civic organizations and the general public may offer testimony. If the request is denied by the Council, no further action is taken. If the City Council approves the request, staff is directed to go forward with implementing the naming of the facility. The steps taken to implement the request will be developed as an internal City process. The decision of the City Council will be final.

Introduced, approved and adopted this 17th day of June, 2008

ATTACHMENT C

ATTACHMENT D