

April 14, 2005

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

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, April 14, 2005, at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Browning, Dingman, Donnellan, Gates, Pyles and Chairperson Ouwerkerk.

Absent: Commissioner Tymczyszyn.

Also Present: Facility Operations Manager Megerdichian and Airport Business Manager Zucker.

MOTION: Commissioner Browning, seconded by Commissioner Donnellan, moved to grant Commissioner Tymczyszyn an excused absence from this meeting; voice vote reflected unanimous approval.

3. PLEDGE OF ALLEGIANCE

Commissioner Gates led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Browning, seconded by Commissioner Donnellan, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES – March 10, 2005

MOTION: Commissioner Donnellan moved for the approval of the March 10, 2005 Airport Commission minutes as submitted. The motion was seconded by Commissioner Browning; voice vote reflected unanimous approval.

6. ACTION ITEMS

6A. HANGAR RENTAL AGREEMENT AMENDMENTS

Chairperson Ouwerkerk announced that this item was being withdrawn from tonight's agenda because it was brought to his attention that his participation on the Hangar Rental Agreement Committee represents a potential conflict of interest. He explained that he is part of a flying club that leases tie-downs at the airport and since one of the proposed amendments to the Hangar Rental Agreement deals with insurance requirements, which apply to tie-downs, he has a potential conflict of interest. He indicated that he was resigning from the committee and the matter would be returned to

committee for reconsideration because of the possibility that the committee's recommendation could be viewed as tainted.

Chairperson Ouwerkerk asked that Commissioner Pyles serve as his replacement on the committee and requested that the committee take a fresh look at the Hangar Rental Agreement and return with a recommendation to the full Commission. He noted that because 4 out of 7 Commissioners have conflicts of interest or potential conflicts of interest and a quorum is necessary for the Commission to take action, 1 of the 4 will be randomly selected to participate in the decision-making process when the recommendation is brought back to the Commission. He asked staff to come up with a method for randomly selecting this Commissioner and apologized to anyone who may have been inconvenienced by the deferral of this item.

Commissioner Pyles agreed to serve on the committee; hearing no objection Chairperson Ouwerkerk so ordered.

Noting that the committee has been working on revising the Hangar Rental Agreement for six months, Commissioner Browning questioned why this matter did not come up before.

Chairperson Ouwerkerk explained that this issue only came to light this morning via a letter sent to the City Attorney's office raising concerns about a potential conflict of interest and that legal staff subsequently determined that the concern was valid and recommended the withdrawal of this item.

Commissioner Donnellan related his understanding that the conflict of interest issue was addressed before the committee began working on the agreement.

Chairperson Ouwerkerk explained that the issue raised today relates directly to his participation in the flying club and that it is different from the matter that was originally discussed with the City Attorney's office.

Commissioner Browning and Commissioner Donnellan expressed an interest in seeing the letter, and Facility Operations Manager Megerdichian stated that he would check with legal staff to see if the letter could be shared with the Commission.

7. INFORMATION ITEMS

7A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT

Chairperson Ouwerkerk noted that the following reports were included in the agenda material: Hangar and Tiedown Rental Status; Ongoing Projects; April Meeting Room Schedule; and Hangar Waiting List.

Commissioner Gates noted that the Capital Budget lists several projects at the airport that have been funded but not yet implemented and suggested that it would be helpful if the Commission was provided with a monthly report on the status of these projects.

7B. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE PUBLIC WORKS DEPARTMENT

Chairperson Ouwerkerk noted that the following reports were included in the agenda material: Events Requiring Emergency Response and Airfield Operations Status.

Commissioner Gates reported that he has had problems getting through the gate next to the tower.

Facility Operations Manager Megerdichian advised that this gate has required frequent repairs and noted that the entire keycard system is scheduled to be replaced in conjunction with security improvements at the airport.

Commissioner Dingman suggested that Commissioner Gates check to make sure that his keycard has not been inadvertently voided.

7C. LAND MANAGEMENT REPORT

Chairperson Ouwerkerk noted that a report from Land Management Chair Sunshine was included in the agenda material.

7D. AIRPORT FINANCIAL STATEMENTS AND CAPITAL BUDGET PLAN

Facility Operations Manager Megerdichian noted that Audited Financial Statements for the Airport Enterprise Fund as of year ended June 30, 2004; Midyear Financial Statements for the Airport Enterprise Fund (Aeronautical and Non-Aeronautical) as of January 8, 2005; and the Airport Capital Budget Plan were included in the agenda material for Commissioners' review.

Responding to questions from the Commission, Facility Operations Manager Megerdichian provided clarification regarding the reports.

Commissioner Gates expressed concerns that no funding has been appropriated for the repair of runways and taxiways, despite the fact that millions of dollars from the Airport Fund have been used for infrastructure improvements not related to the airport, including the \$2 million spent to widen Skypark Drive to accommodate Costco.

Facility Operations Manager Megerdichian explained that the Public Works Department would typically bring forward a request for such an improvement project and that he was not sure whether they plan to do so, but offered to check into the matter. He noted that the public is welcome to bring forward issues of concern at budget hearings.

Referring to the Airport Capital Budget, Commissioner Donnellan pointed out that there are two listings for noise monitoring system replacement (FEAP-004 & FEAP-294) totaling over \$500,000 and the new system is projected to cost only about half of that. Facility Operations Manager Megerdichian advised that estimates for this project turned out to be very high and confirmed that any money not expended will be returned to the Airport Fund.

Chairperson Ouwerkerk asked about the status of the construction of two executive hangars (FEAP-375), and Facility Operations Manager Megerdichian reported that this project will go forward after the current hangar rehabilitation project is completed.

Facility Operations Manager Megerdichian updated the Commission on the status of the security improvement project.

Chairperson Ouwerkerk thanked staff for providing the financial reports.

7E. COMMITTEE REPORTS

Community Outreach and Education Committee

No report.

Hangar Rental Agreement Committee

See pages 1-2.

Noise Abatement Capital Projects Committee

No report.

8. ORAL COMMUNICATIONS

8A. Commissioner Pyles proposed that the Commission consider updating the Airport Master Plan.

Noting that updating the plan would be a lengthy and expensive process, Chairperson Ouwerkerk doubted that the City would want to take on a project of this magnitude at this time, but offered to check with the Mayor and City Council to see if they are receptive to the idea.

8B. Commissioner Gates noted that Caltrans inspects public use airports on an annual basis and then sends a letter advising the airport operator of repairs that are needed. He stated that a review of these letters revealed that for the past three years (March 2002, April 2003 & April 2004) Caltrans has reported evidence of asphalt erosion on numerous taxiway, ramp and runway areas at Torrance Airport and recommended that repairs be completed in the near future, including the resurfacing of Runway 11R/29L, which was listed as having cracks that nearly exceed minimum safety standards in the 2004 report. He expressed an interest in participating in the 2005 inspection, and Facility Operations Manager Megerdichian agreed to check with staff to see if that would be possible.

Commissioner Browning recalled that repairs to the pavement were underway, but were put on hold when the helicopter collision occurred last year.

8C. Commissioner Donnellan apologized to the audience for any inconvenience caused by the deferral of the Hangar Rental Agreement revisions.

8D. Nancy Clinton, TAFAs, reported that the B-17 Bomber has arrived at Torrance Airport and organizers are expecting a large turnout for this weekend's event. She noted that today was "media day" and there will be a front-page article in the *Daily Breeze* on Friday about the bomber's visit barring any news event that takes precedence. She thanked Robinson Helicopter for their assistance, noting that they have been extremely accommodating, and Don Ferrara for assisting with overnight security for the bomber.

Chairperson Ouwerkerk expressed appreciation for Ms. Clinton's efforts to bring the bomber to Torrance Airport.

8E. Ms. Clinton requested that hangar tenants be notified in advance regarding when the Hangar Rental Agreement revisions will be considered by the Commission.

8F. Barry Jay, Brian Avenue, provided clarification regarding past infrastructure projects paid for by the Airport Fund.

Mr. Jay reported that there is a Senate Bill currently under consideration by the State legislature, which will provide \$15 million in grants to airports for security enhancements, and encouraged the City to apply for these funds.

8G. Theresa Alsup, owner of an aircraft based at Torrance Airport and an employee of Boeing Corporation with expertise in electromagnetic interference, expressed concerns about the proposal to locate a cell tower at the airport because of the possibility it could interfere with the ILS (Instrument Landing System). She reported that she intended to contact the FAA about this issue.

Commissioner Browning noted that there are already two cell towers in the vicinity of the airport at Hawthorne and Lomita Boulevard. Ms. Alsup indicated that she would also check with the FAA to verify the safety of these cell towers.

8H. Don Ferrara related his experience that leasing property for cell towers is very lucrative.

8I. Chairperson Ouwerkerk apologized for the last minute withdrawal of the Hangar Rental Agreement Amendments from tonight's agenda.

9. ADJOURNMENT

At 8:00 p.m., the meeting was adjourned to Thursday, May 12, 2005, at 7:00 p.m.

Approved as Written May 12, 2005 s/ Sue Herbers, City Clerk
