

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

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, September 11, 2014 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall. Chairperson Hsiao led a moment of silence in remembrance of 9/11 thirteen years ago.

2. ROLL CALL

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

Absent: None.

Also Present: Facility Operations Manager Megerdichian, Business Manager Williams, and Environmental Quality Officer Oorts.

3. FLAG SALUTE

Commissioner Jacobsen led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Jacobsen, 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 roll call vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF AUGUST 14, 2014

MOTION: Commissioner Jacobsen moved to approve the Airport Commission meeting minutes of August 14, 2014. Commissioner Glass seconded the motion; a roll call vote reflected unanimous approval.

6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS – None.

7. ACTION ITEMS – None.

8. INFORMATION ITEMS

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

Chairperson Hsiao noted that the following reports for August 2014 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, September Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for July and August 2014, and Airfield Operations Status for July 2014.

Facility Operations Manager Megerdichian noted that there are currently no hangar vacancies. Referring to Report #2, Ongoing Projects, Airport Security Project, he reported that exterior conduit work has begun on the East T hangars and that lighting fixtures are being installed. He stated that staff is preparing a formal bid package for the Executive Hangar Door replacement and described what the project involves. He noted that the Executive Hangar Gutter and Roofing project is deferred until after the Security Project is complete.

In response to Commissioner Glass's inquiry, he expressed hope that the Airport Security Project would be finished by the end of the year.

Commissioner Jacobsen inquired about the Web Trak quote and Facility Operations Manager Megerdichian informed him that Deputy Director Cessna plans to provide an update at the October Commission meeting.

9. ORAL COMMUNICATIONS #2

9A. Commissioner Jacobsen stated that he enjoyed a trip to Seattle and highly recommended the Seattle Museum of Flight.

9B. Facility Operations Manager Megerdichian informed Commissioners that the Commission Annual Report is being presented to City Council on September 23.

9C. Facility Operations Manager Megerdichian stated that on September 20 a B25 is flying in for a lecture series at the Western Museum of Flight.

9D. Facility Operations Manager Megerdichian announced that the Commission would review the Aviad banner tow operation next month per City Council direction. He stated that he has not heard from either of the banner tow operators over the summer and that he would inquire with other cities and homeowner associations to see if they have complaints.

9E. Environmental Quality Officer Oorts stated that they received complaints about the Long Beach Police Department's helicopter training.

9F. Commissioner Jacobsen stated that he would be absent for the October 9, 2014 Commission meeting.

10. ADJOURNMENT

MOTION: At 7:20 p.m., Commissioner Jacobsen moved to adjourn the meeting to Thursday, October 9, 2014 in the West Annex meeting room at 7:00 p.m. Commissioner Donnellan seconded the motion; a roll call vote reflected unanimous approval.

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Approved as submitted October 9, 2014 s/ Rebecca Poirier, City Clerk
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