

In compliance with Governor Newsom's Executive Order N-29-20, which suspended portions of the Brown Act, Governor Newsom's Executive Order N-33-20 (Stay At Home Order issued March 19, 2020), and the County of Los Angeles Public Health Officer's Reopening Safer at Work and in the Community for Control of COVID-19 Blueprint for a Safer Economy – Yellow Tier Risk Reduction Measures (issued May 14, 2021), members of the Airport Commission and staff will participate in this meeting via teleconference or other electronic means.

**PARTICIPATE BEFORE THE MEETING** by emailing AIRPORTCOMMISSION@TorranceCA.Gov and write "Public Comment" in the subject line. In the body of the email include the item number and/or title of the item with your comments.

**MEMBERS OF THE PUBLIC MAY VIEW AND PARTICIPATE IN THE MEETING** via Zoom by using the following link or by calling in with the phone number listed below: <https://bit.ly/3myT8bQ>

Phone number: 1-669-900-9128

Meeting ID: 972 0062 9217

Passcode: 791971

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (310) 618-2780. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II]

Direct questions or concerns to the Commission Liaison at (310) 784-7900 or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

## **TORRANCE AIRPORT COMMISSION AGENDA**

**JUNE 10, 2021**

### **REGULAR MEETING**

**7:00 P.M. VIA TELECONFERENCE OR OTHER ELECTRONIC MEANS**

#### **1. CALL METING TO ORDER**

**ROLL CALL:** Commission members De Rago \_\_\_\_\_, Gong \_\_\_\_\_, Nishinaga \_\_\_\_\_, Ross \_\_\_\_\_, Witherill \_\_\_\_\_, Zygielbaum \_\_\_\_\_, Chair O'Brien \_\_\_\_\_

#### **2. FLAG SALUTE:**

#### **3. REPORT OF THE AIRPORT STAFF ON THE POSTING OF THE AGENDA**

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on Thursday, June 3, 2021.

#### **4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

#### **5. ORAL COMMUNICATIONS (Limited to a 30 minute period)**

*This portion of the meeting is reserved for public comment on items on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 2 minutes per speaker. Please do not use Bluetooth or speaker devices, mute the volume on your television or other electronic devices and speak clearly. Your phone call to the Commission meeting will be recorded as part of the meeting. By staying on the line and making public comment during the meeting, you are agreeing to have your phone call recorded.*

#### **6. CONSENT CALENDAR**

*Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Commissioner from the Consent Calendar and considered separately.*

#### **6A. APPROVAL OF MINUTES MAY 13, 2021**

## **7. ADMINISTRATIVE MATTERS**

### **7A. Monthly update of Aeronautical Operational Information Under the Purview of the General Services Department**

## **8. ADJOURNMENT**

- 8A.** Adjournment of the Airport Commission Meeting to Thursday, July 8, 2021, at 7:00 p.m. In compliance with Governor Newsom's Executive Order N-29-20, which suspended portions of the Brown Act, Governor Newsom's Executive Order N-33-20 (Stay At Home Order issued March 19, 2020), and the County of Los Angeles Public Health Officer's Reopening Safer at Work and in the Community for Control of COVID-19 Blueprint for a Safer Economy – Yellow Tier Risk Reduction Measures (issued May 14, 2021), members of the Airport Commission and staff will participate in this meeting via teleconference or other electronic means in our continuing effort to practice social distancing to reduce the spread of COVID-19. Members of the public are encouraged to watch the meeting via Zoom at <https://zoom.us>.

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

**1. CALL TO ORDER**

The Torrance Airport Commission convened in a regular session on Thursday, May 13, 2021 at 7:02 p.m. via teleconference or other electronic means.

**ROLL CALL**

Present: Commissioners De Rago, Gong, Nishinaga, Ross, Zygielbaum, and Chairperson O'Brien.

Absent: Commissioner Witherill.

Also Present: Facility Operations Manager Pinela and Airport Manager Herrera.

**MOTION:** Commissioner De Rago moved to grant the excused absence of Commissioner Witherill from the May 13, 2021 Airport Commission meeting. Chairperson Gong seconded the motion; a roll call vote reflected 6-0 approval.

**2. FLAG SALUTE**

Commissioner Nishinaga led the Pledge of Allegiance.

**3. AFFIDAVIT OF AGENDA POSTING**

Facility Operations Manager Pinela reported the agenda for this meeting was properly posted on the notice board on May 6, 2021.

**MOTION:** Commissioner De Rago moved, with a second by Commissioner Gong, to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a roll call vote reflected 6-0 approval (absent Commissioner Witherill).

**4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

Facility Operations Manager Pinela reported supplemental correspondence for Item 7A was posted on the City's website.

**5. ORAL COMMUNICATIONS**

Torrance Youth Council member Camron Berga introduced himself.

Jim Gates spoke.

Members of the Commission spoke.

6. **CONSENT CALENDAR**

6A. **APPROVAL OF MINUTES OF APRIL 8, 2021**

**MOTION:** Commissioner Ross moved to approve the Airport meeting minutes of April 8, 2021 as presented. Commissioner Zygielbaum seconded the motion; a roll call vote reflected 5-0 approval (absent Commissioner Witherill and with Commissioner Nishinaga abstaining).

7. **ADMINISTRATIVE MATTERS**

7A. **CONTINUATION OF THE AD HOC NON-AVIATION HANGAR RENTAL COMMITTEE THAT THE AIRPORT COMMISSION REVIEW AND RECOMMEND THE IMPLEMENTATION OF NON-AVIATION HANGAR RENTALS AT TORRANCE MUNICIPAL AIRPORT**

Facility Operations Manager Pinela provided background and presented a revised Non-Aviation Hangar Rental Agreement (Attachment A) with amendments recommended by the Commission at the April 8, 2021 Commission meeting. He recommended that the Commission review and recommend implementation of non-aviation hangar rentals at the Airport. He advised, if the Commission concurs with the recommendation, staff would submit an item to be brought forward to City Council for approval.

Commissioners discussed the proposal and recommended adding amendments regarding rent increases based on CPI, requiring all license and VIN #s to be supplied for all hangared vehicles, availability of small hangars only, present tenants with rules of the Airport information sheet before occupying hangars, and requiring insurance for boats or any other moving vehicles.

Jim Gates spoke.

**MOTION:** Commissioner Nishinaga moved to table discussion on this item until the June 10, 2021 Commission meeting when suggested amendments have been incorporated into the proposal. Commissioner Ross seconded the motion; a roll call vote reflected 5-1 approval (absent Commissioner Witherill and Commissioner Zygielbaum voting no).

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

Airport Manager Herrera reviewed the March 2021 reports in the material of record: Hangar and Tiedown Rental Status, Ongoing Projects, Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for March 2021, and Airfield Operations Status for March 2021.

8. **ADJOURNMENT**

**MOTION:** At 8:33 p.m., Commissioner Ross moved to adjourn this meeting to June 10, 2021 at 7:00 p.m. via teleconference or other electronic means. Commissioner Gong seconded the motion; a roll call vote reflected approval.

###

Honorable Chair and Members  
of the Airport Commission

Members of the Commission:

SUBJECT: Transmittal of Aeronautical Operational Information under the Purview of  
the General Services Department for the Months of **APRIL 2021**

The General Services Department acts as both the landlord for the city-owned facilities  
at the airport and as business manager for the airport. As such, the department is  
providing the following informational reports for review by the commission:

Report #1: Hangar and Tie down Rental Status

Report #2: Ongoing Projects

Report #3: Meeting Room Calendar

Report #4: Hangar Waiting List

Report #5: Events Requiring Emergency Response

Report #6: Airfield Operations Status

For any questions about this transmittal, please call Rafael Herrera at  
(310) 784-7900.

**ITEM 7A**

REPORT 1

ZAMPERINI FIELD

HANGAR AND TIEDOWN INFORMATION

Total Number of City-Owned Hangars	341
Total Number of Hangar Vacancies	7
Total Number of Airport Tiedowns	181
Total Number of Tiedowns Available	60

The 341 hangars owned by the City are broken down into three size categories: small, medium, and executive. Of 341 total hangars, 74 were built by the City, while 267 hangars were funded by several private contractors. At time of construction, these hangars were built with individual preferences in mind and were not standardized according to size. Here are approximate sizes of small, medium and executive hangars.

Small Type A: Under 40' Door Opening Width	800-1,200 sq. ft.
Small Type B: 40'-41' Door Opening Width	800-1,200 sq. ft.
Medium: 52'-54' Door Opening Width	1,200-2,200 sq. ft.
Executive: 57'-61' Door Opening Width	2,200-3,200 sq. ft.

Current rates for hangars are: \$0.592/sq. ft. per month for Torrance Residents.  
\$0.664/sq. ft. per month for Non-Residents.

Current rates for Tiedowns are: Single Engine \$118.00  
Twin Engine \$130.00

Current rates for Transient (Overnight) are: Single Engine \$10.00  
Twin Engine \$16.00  
Jet Engine \$21.00

## REPORT 2

### ONGOING PROJECTS JUNE 10, 2021

1. Fire Extinguishers for City owned Hangars – The specifications of the project have been completed, and a request for proposal has been advertised, received, and the project has been awarded. We are currently working with vendor who has already visited the airport several times in the past weeks in preparation of this project. We intent to initiate this project this month with a completion period of several weeks. We will have monthly updates as we progress Through this development.

#### NON- INFRASTRUCTURE

##### Capital Projects

	<u>FEAP #</u>	<u>PRIMARY FUNDING</u>	<u>PROJECT TOTAL</u>
Fire Extinguishers for City owned Hangars	FEAP-00792	AIRPORT	\$150,000
East "T" Pilot's Lounge East	FEAP – 00722	AIRPORT	\$352,000
Remodel General Aviation Center and East "T" Restrooms	FEAP - 00719	AIRPORT	\$275,000
<b>Total</b>			<b>\$777,000.00</b>



**REPORT 4**  
**HANGAR WAITING LIST**

1	Schmidt, O.	01/17/12	MEDIUM
2	Giannola, P.	08/08/12	MED/EXEC
3	Bohner, R.	08/21/12	EXEC
4	Freitag, D.	11/05/12	EXEC
5	Striplin, D.	04/17/13	EXEC
6	Myronowicz, C.	05/01/13	MED/EXEC
7	Dwoskin, D.	07/12/13	EXEC
8	Deaver R.	10/22/13	EXEC
9	Ellison, B.	11/05/13	EXEC
10	Adams, R.	01/10/14	EXEC
11	Grau, W.	01/31/14	MED/EXEC
12	Yarymovych, N.	05/05/14	MED/EXEC
13	Bentley, D.	07/17/14	MED/EXEC
14	Rietdyk, G.	11/26/14	MED/EXEC
15	Deal, J.	03/12/15	MED/EXEC
16	Deal, B.	03/12/15	MED/EXEC
17	Myers, L.	03/12/15	MED/EXEC
18	Reisman, G.	08/20/15	MEDIUM
19	Garcia, D.	08/20/15	MED/EXEC
20	Hadley, L.	08/31/15	MED/EXEC
21	Schladen, M.	02/18/16	MED/EXEC
22	Robinson, A.	03/22/16	MEDIUM
23	Broen, P.	05/06/16	MED/EXEC
24	Macey, B.	08/02/16	MED/EXEC
25	Van De Velde, D.	09/26/16	MEDIUM
26	Woodside, D.	12/29/16	MED/EXEC
27	Ristevski, B.	01/09/17	MED/EXEC
28	Mabry, M.	01/24/17	MED/EXEC
29	Geiger, G.	02/06/17	EXEC
30	Adli, B.	02/22/17	EXEC
31	Constable, W.	03/23/17	EXEC
32	Stewart, D.	04/07/17	EXEC
33	Regan, K.	05/24/17	MEDIUM
34	Gerts, I.	06/27/17	MEDIUM
35	Armstrong, S.	11/14/17	MED/EXEC
36	Levine, M.	01/26/18	MED/EXEC
37	Bryson, Z.	03/22/18	EXEC
38	Badour, S.	09/24/18	MED/EXEC
39	Wachner, J.	10/02/18	MED/EXEC
40	Vartanian, J.	10/15/18	MED/EXEC
41	McNerney, R.	11/05/18	MED/EXEC
42	McKay, R.	03/28/19	MEDIUM
43	Burshtan, D.	06/24/19	MEDIUM
44	Ribitsch, R.	10/04/19	MEDIUM
45	Jenkins, R.	12/03/19	MEDIUM
46	Colton, J	06/03/20	MEDIUM
47	Ristevki, B.	10/02/20	MED/EXEC
48	Elminoufi, G.	01/08/21	MED/EXEC
49	McGivern, J.	05/14/21	MED/EXEC
50	Zimmer, C.	05/26/21	EXEC

# Summary of Changes to Hangar Waiting List

## Applicants From Waiting List Who Received Hangars

Mosley, H.	05/12/21	Small Type A
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## New Waiting List Applicants Added

Mosley, H.	05/12/21	Small Type A
McGivern, J.	05/14/21	Med/Exec
Zimmer, C.	05/26/21	Exec

## Request For Refund/Removal From Hangar Waiting List

## \*Hangars Received Through Advertisement (not from Waiting List)

## REPORT 5

### EVENTS REQUIRING EMERGENCY RESPONSE

#### FOR THE MONTH OF APRIL 2021

OPERATIONS	-----TOTAL	13,137
INCIDENTS	-----	3
ACCIDENTS	-----	0
PERCENT OF OPERATIONS	-----	.02

#### **Airport Incidents:**

4/15/2021- 13:30- Mobile 102 responded to a Globe Swift, which lost control while landing on 11L due to cross wind and ground looped. Both main landing gears buckled and broke an airport sign on taxiway Charlie. NTBS notified and released aircraft to Airport Operations. Airplane was towed back by Van Lingen and assisted by Mobile 102 to Lyons Aircraft with no further incident. TDF was not required.

4/27/2021- 1:20- Mobile 102 responded to a Piper Comanche on departure rollout right gear collapsed which caused prop damage and possible damage to landing gear. NTSB was notified and released aircraft to Airport Operations. Airplane was towed back by Van Lingen and assisted by Mobile 102 transported to Pacific Coast Aero without incident. TFD was not required.

4/28/2021- 13:00- Mobile 102 responded to a tower call of no F.O.D. and Airport Operations noticed a Lumacurve sign & taxiway light on dirt/grass area of 29R & Hotel. After further investigation it was identified a Travelair had ground looped upon landing and consequently damaged right wing tip & rear spar. No further incident & TFD was not required.

#### Definitions:

**INCIDENTS:** An occurrence associated with the operation of an aircraft which takes place between the time any person boards the aircraft with the intention of flight and all such persons have disembarked, and in which any person suffers death or serious injury, or in which the aircraft receives substantial damage.

***SUBSTANTIAL DAMAGE*** means damage or failure which adversely affects the structural, strength, performance, or flight characteristics of the aircraft, and which would normally require major repair or replacement of the affected component. Engine failure or damage limited to an engine if only one engine fails or is damaged, bent fairings or cowling, dented skin, small punctured holes in the skin or fabric, ground damage to rotor or propeller blades, and damage to landing gear, wheels, tires, flaps, engine accessories, brakes, or wingtips are not considered "substantial damage".

***SERIOUS INJURY*** means any injury which: (1) requires hospitalization for more than 48 hours, commencing within 7 days from the date the injury was received; (2) results in a fracture of any bone (except simple fractures of fingers, toes, or nose); (3) causes severe hemorrhages, nerve, muscle or tendon damage; (4) involves any internal organ; or (5) involves second or third degree burns; or any burns affecting more than 5% of the body surface.

**INCIDENT:** Any occurrence other than an accident associated with the operation of an aircraft, which affects or could affect the safety of operations.

**NOTE: Per the FAA, Airport Operations totals will no longer be reported for the previous month. Due to automation, the totals will now be reported two months after they occur.**

## REPORT 6

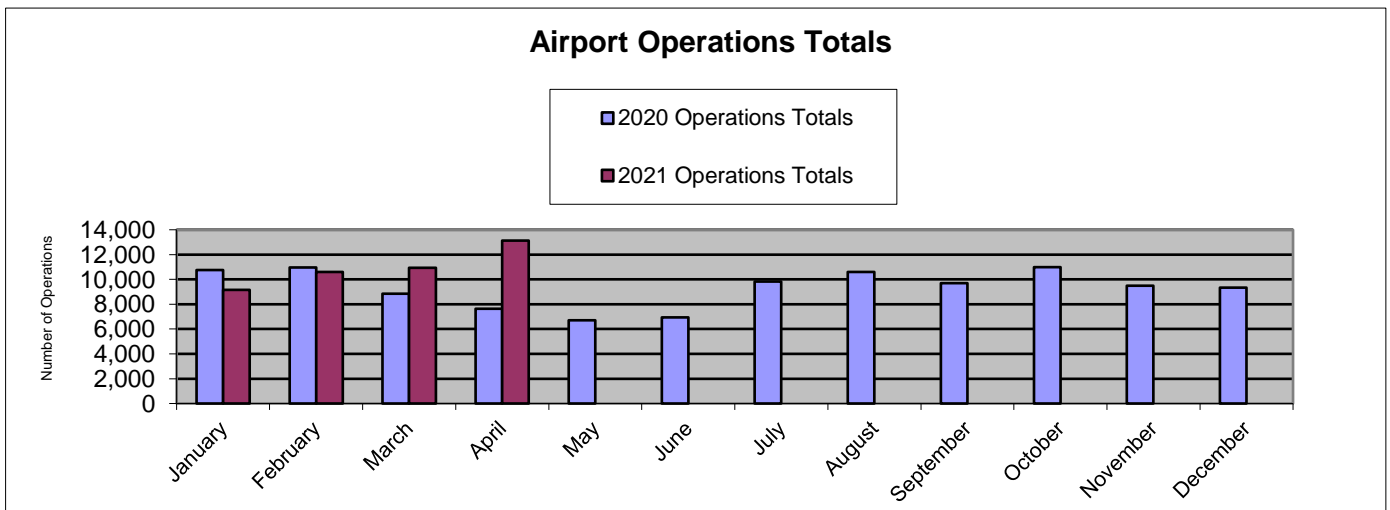
### AIRFIELD OPERATIONS STATUS ZAMPERINI FIELD

#### OPERATIONS ACTIVITIES FOR THE MONTH OF **APRIL 2021**

- Morning runway, taxiway, and hospital pad/lights checked for safety
- Foreign object debris checked on all runways and taxiways
- Storm water check done (for foreign object debris) for all drains, inlets, and outlets
- All runways, taxiways, and ramp areas vacuum swept
- Various hangars cleaned and prepared for rental
- All taxiway lights and signs sprayed for weeds
- All runways and taxiways swept
- Large items removed from trash bin area
- FOD removed from fence line

### 2020/2021 OPERATIONS TOTALS

Month	Year	Operations		Month	Year	Operations
January	2020	10,761		January	2021	9,167
February	2020	10,965		February	2021	10,607
March	2020	8,835		March	2021	10,944
April	2020	7,636		April	2021	13,137
May	2020	6,702		May	2021	
June	2020	6,938		June	2021	
July	2020	9,831		July	2021	
August	2020	9,831		August	2021	
September	2020	10,596		September	2021	
October	2020	10,987		October	2021	
November	2020	9,482		November	2021	
December	2020	9,331		December	2021	



### 2008 - 2020 Airport Operations Totals

■ Total Operations

