

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), Acting State Public Health Officer Erica Pan's Regional Stay at Home Order (issued December 3, 2020), and the County of Los Angeles Public Health Officer's Temporary Targeted Safer at Home Health Officer Order for Control of COVID-19: Tier 1 Substantial Surge Updated Response (revised Order issued December 6, 2020) that temporarily replaces and suspends the Public Health Officer's Temporary Targeted Safer at Home Health Officer Order for Control of COVID-19: Tier 1 Substantial Surge Updated Response (revised Order issued November 28, 2020) and the Public Health Officer's Reopening Safer at Work and in the Community for Control of COVID-19 Order Blueprint for a Safer Economy – Tier 1 Surge Response (revised Order issued November 25, 2020), members of the Torrance City Council 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 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: (669) 900-9128

Meeting ID: 972 0062 9217

Passcode: 791971



**Zamperini
Field
Airport
Commission**

**CITY OF TORRANCE
ZAMPERINI FIELD
AIRPORT COMMISSION
THURSDAY, JANUARY 14, 2021
REGULAR MEETING**

7:00 P.M.

VIA TELECONFERENCE OR OTHER ELECTRONIC MEANS

AGENDA

**THE AIRPORT COMMISSION MAY TAKE ACTION ON ANY
ITEM LISTED ON THE AGENDA**

1. **CALL TO ORDER**
2. **ROLL CALL/MOTION FOR EXCUSED ABSENCE**
3. **FLAG SALUTE**
4. **MOTION TO ACCEPT AND FILE REPORT ON
POSTING OF AGENDA**
5. **APPROVAL OF MINUTES**
A. **December 10, 2020**
6. **INTRODUCTION OF CITY MANAGER, ARAM CHAPARYAN**
7. **ORAL COMMUNICATIONS AND ANNOUNCEMENTS
(Limited to a 30 minute period)**

Comments on this portion of the agenda are limited to items not on the agenda and to no longer than (2) minutes per speaker. Under the provisions of the Brown Act, the Commission is prohibited from taking action or engaging in discussion on any item not appearing on the posted agenda.
8. **ACTION ITEMS:**
A. **Consider Implementation of Non-Aviation Hangar Rentals
at Torrance Municipal Airport- Zamperini Field.**
9. **INFORMATION ITEMS:**
A. **Aeronautical Operational Information Under the Purview of the
General Services Department**
10. **ADJOURNMENT: FEBRUARY 11, 2021**

The Zamperini Field Airport Commission is an advisory body to the City Council. All meetings are open to the public. Regular meetings are scheduled on the second Thursday of each month at 7:00 p.m. in the West Annex Commission Meeting Room.

Those who wish to speak on any matter on the agenda are asked to complete a "Speaker Information" card (available at the meeting) and relay it to the staff before leaving the meeting.

Staff reports are available for review at the General Aviation Center, Civic Center Main Library and the City Clerk's Office. Direct any other questions or concerns to Rafael Herrera, Airport Manager, at (310) 784-7900. Agendas and Minutes are posted on the City of Torrance Home Page www.TorranceCa.gov.

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in this meeting, please call 310.618.5880. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR 35.102-104 ADA Title II]

HOURS OF OPERATION

**Monday through Friday from
7:30 a.m. to 5:30 p.m.**

**Offices are closed alternate Friday.
City Hall will be closed January 1, 15 & 29,
2020. City Hall will be closed
January 18, 2020, in observance of
Martin Luther King's Birthday.**

ROLL CALL:

De Rago ___ Gong ___ Nishinaga ___ Ross ___ Witherill ___ Zygielbaum ___ Chairperson O'Brien ___

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

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, December 10, 2020 at 7:00 p.m. via teleconference or other electronic means.

2. ROLL CALL

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

Absent: None.

Also Present: Facility Operations Manager Pinela, Airport Manager Herrera, and Senior Environmental Quality Officer Duncan.

3. FLAG SALUTE

Commissioner Nishinaga led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Ross, seconded by Commissioner De Rago, 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 NOVEMBER 12, 2020

MOTION: Commissioner De Rago moved to approve the Airport meeting minutes of November 12, 2020 as presented. Chairperson Ross seconded the motion; a roll call vote reflected 6-0 approval (Commissioner Nishinaga abstaining).

6. TORRANCE AIRPORT COMMISSION RECOGNITION CERTIFICATE

Chairperson O'Brien provided background on all the contributions that Iris Cummings Critchell has made to the community and United States aviation. The Commission presented a Torrance Airport Commission Recognition Certificate to Ms. Critchell as she celebrates her 100th birthday.

Iris Critchell expressed her appreciation to Commissioners and the City.

7. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS

Commissioner Zygielbaum and Chairperson O'Brien spoke.

Members of the public spoke.

Senior Environmental Quality Officer Duncan and Facility Operations Manager Pinela spoke.

8. **ACTION ITEMS**

None.

9. **INFORMATION ITEMS**

9A. **AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT**

Airport Manager Herrera reviewed the following reports in the material of record: Hangar and Tiedown Rental Status, Ongoing Projects, Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for October 2020, and Airfield Operations Status for October 2020.

10. **ADJOURNMENT**

MOTION: At 7:53 p.m., Commissioner Gong moved to adjourn this meeting to January 14, 2021 at 7:00 p.m. via teleconference or other electronic means. Commissioner Nishinaga seconded the motion; a roll call vote reflected approval.

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

Members of the Commission:

SUBJECT: Consider Implementation of Non-Aviation Hangar Rentals at Torrance Municipal Airport- Zamperini Field.

RECOMMENDATION

The Facilities Operations Manager recommends that:

1. The Airport Commission review and recommend the implementation of Non-Aviation Hangar Rentals at Torrance Municipal Airport – Zamperini Field and;
2. The Airport Commission form a three member committee to work with Airport stakeholders to develop a new Non-Aviation Hangar Rental Agreement.

BACKGROUND

At its meeting of December 1, 2020 the City Council directed staff to provide the Airport Commission with information to explore and consider Non-Aviation Hangar Rentals at Torrance Municipal Airport – Zamperini Field. Throughout its history, Torrance Municipal Airport has not allowed tenants to exclusively house non-aviation related items.

Based on research from other airports, non-aviation hangars are defined as spaces used to store personal property such as vehicles, boats, motorcycles and household goods solely owned by the renter. Some airports incorporate non-aviation hangars to fill vacancies and help assist with non – compliant aeronautical tenants. In researching airports with these types of hangar spaces, they are restricted to the above mentioned items, and prohibit businesses or commercial activity. In addition, the hangar must meet all fire codes, regulations, and inspections. No storage of hazardous or toxic materials allowed.

In researching nearby airports, offering non-aviation hangars has been successful in filling vacancies, even at the higher rates. One local airport has a waiting list of 35 for non - aviation hangars. The list has been put on hold since their maximum amount of hangars allotted for non-aviation have been met. Historically, there has been very low turnover for these hangars.

In addition, instead of evicting tenants for defaulting on their rental agreement, this option provides a new method to enforce aviation hangars for aviation use or change them over to the non – aviation rate instead. This will help with reducing the amount of time spent on repetitive notices of non – compliance to hangar tenants and reduce the amount of time spent with legal matters. This also provides an alternative option for those selling their aircraft or leaving

aviation, but want to maintain the use of a hangar to store personal property and be part of the airport community/culture.

Compton, San Gabriel Valley (El Monte), and Santa Monica airports maintain a policy for aviation hangars by issuing a 7, 10, or 30 day eviction notice to non-aviation hangar tenants when aviation hangars are in higher demand. Aviation takes priority in this situation and reduces the number of non – aviation hangar tenants as demand for aviation hangars increases. This could be considered for Torrance.

ANALYSIS

Currently, the City owned hangar resident rate for aircraft storage is \$0.592 per square foot and non-resident rate is \$0.664. Aircraft must be registered with the FAA, be operational, and must have current aircraft insurance. In comparing other area airports, some offer non-aviation rates ranging from 80% to 200% more than their aircraft hangar rate.

Staff has explored converting approximately 10%, or 35 of the 341 City owned hangars into non-aviation. This will also allow members of the public without aircraft to rent hangars, while also converting any hangars out of current compliance to non-aviation use. Currently, there are eleven small hangar vacancies. These are the types of hangars which will be designated for non-aviation use. There are 50 people on the waiting list, but they are for the larger type (Medium and Executive) hangars. The larger hangars would not be eligible for non-aviation use. The airport administration receives on average 3 inquiry calls weekly for non-aviation hangar availability, and it is staff’s belief that these hangars will achieve 100% occupancy.

Staff is proposing a resident rate of \$1.184 per square foot and a non-aviation non-resident rate of \$1.328 per square foot. This is a 100% increase over the current aeronautical hangar rate.

It is anticipated to generate an additional \$282,615 of revenue per year. This additional revenue will allow the City to fund future Airport capital projects such as the main runway slurry seal and painting, installation of an automated weather observing system (AWOS) and General Aviation Center and restroom remodels.

The Chart below shows airports surveyed that charge non-aviation hangar rates:

Airport	Charge Non-Aviation Rates	Rates/Sqft
Santa Monica	Yes	\$3-\$3.40
Torrance (Proposed)	Yes	\$1.184 - \$1.328
San Gabriel Valley (El Monte)	Yes	\$1.016
Compton Woodley	Yes	\$0.8628
Brackett Field	Yes	\$0.80
Hawthorne	No	
Long Beach	No	
Whiteman	No	

CONCLUSION

Staff recommends that the Airport Commission review and recommend the implementation of non-aviation hangar rates, and form a committee to establish a new Non-Aviation Hangar Rental Agreement. The committee's recommendation would then be brought forward to the entire Airport Commission for review.

Respectfully Submitted,

Gerry Pinela
Facilities Operations Manager

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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 **November 2020**

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 9A

REPORT 1

ZAMPERINI FIELD

HANGAR AND TIEDOWN INFORMATION

Total Number of City-Owned Hangars	341
Total Number of Hangar Vacancies	11
Total Number of Airport Tiedowns	181
Total Number of Tiedowns Available	63

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
JANUARY 14, 2021**

1. Burned Hangars – Work is now complete.

2. Fire Extinguishers for City owned Hangars – We are working on specification to install fire extinguisher for the city owned hangars. At the present time we are in the preliminary phase of the project. 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
Total			\$777,000.00

REPORT 4

HANGAR WAITING LIST

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

48	Ristevki, B.	10/02/20	MED/EXEC
49	Fera, G.	12/21/20	SMALL TYPE B

Summary of Changes to Hangar Waiting List

Applicants From Waiting List Who Received Hangars

New Waiting List Applicants Added

Fera, G.	12/21/20	Small Type B
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Request For Refund/Removal From Hangar Waiting List

Laity, M.	08/19/20	Small Type B/Med
Falstrup, D.	03/28/18	Med/Exec

*Hangars Received Through Advertisement (not from Waiting List)

Bohlken, K.	12/17/20	Small Type B
Lorentzen, R.	12/21/20	Small Type A
Flynn, S.	01/06/21	Small Type A

REPORT 5

EVENTS REQUIRING EMERGENCY RESPONSE FOR THE MONTH OF NOVEMBER 2020

OPERATIONS	-----TOTAL	10,987
INCIDENTS	-----	2
ACCIDENTS	-----	0
PERCENT OF OPERATIONS	-----	.00

November Airport Incidents:

11/15/2020 13:45- Mobile 102 responded to a Cessna C-172, aircraft lost communication, and directed to TOA by Socal Approach. Aircraft met by Mobile 102 at Charlie and escorted aircraft to transient. No further incident. TFD was not required.

11/20/2020 14:15- Mobile 102 Responded to a Columbia 400 COL4 due to brake failure. Aircraft towed back to hangar by Mobile 102. 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

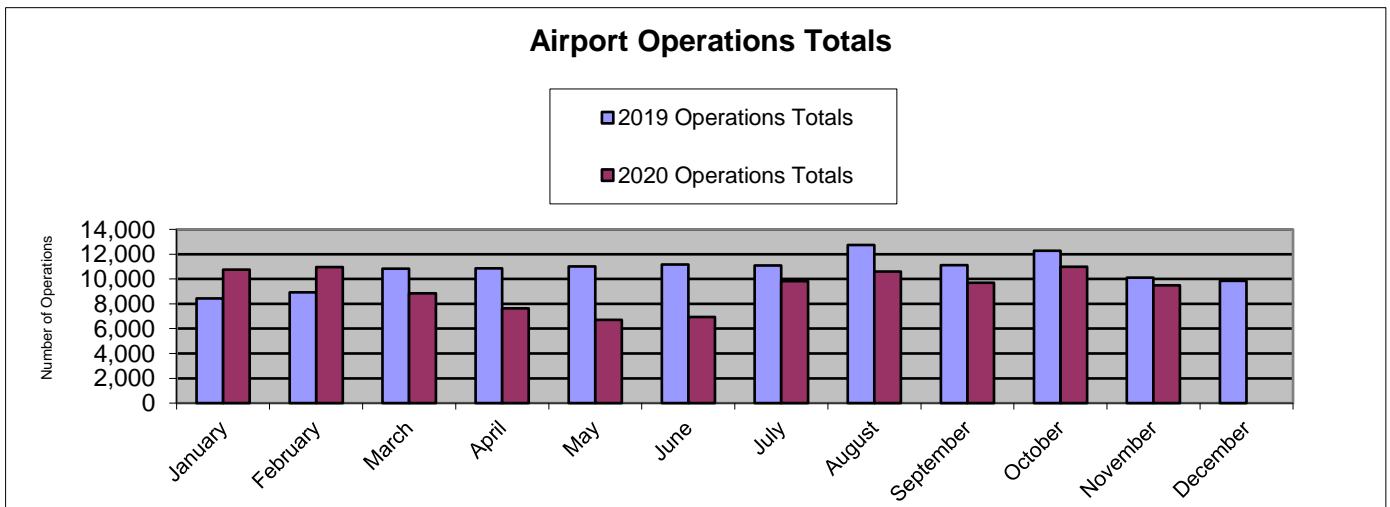
AIRFIELD OPERATIONS STATUS ZAMPERINI FIELD

OPERATIONS ACTIVITIES FOR THE MONTH OF **NOVEMBER 2020**

- 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

2019/2020 OPERATIONS TOTALS

Month	Year	Operations		Month	Year	Operations
January	2019	8,444		January	2020	10,761
February	2019	8,308		February	2020	10,965
March	2019	10,827		March	2020	8,835
April	2019	9,974		April	2020	7,636
May	2019	9,999		May	2020	6,702
June	2019	11,171		June	2020	6,938
July	2019	11,101		July	2020	9,831
August	2019	12,738		August	2020	10,596
September	2019	11,119		September	2020	9,708
October	2019	12,281		October	2020	10,987
November	2019	10,115		November	2020	9,482
December	2019	9,842		December	2020	



2008 - 2019 Airport Operations Totals

■ Total Operations

