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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  
OCTOBER 14, 2021  
REGULAR MEETING  
7:00 P.M. WEST ANNEX COMMISSION MEETING ROOM  
AT 3031 TORRANCE BL**

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

**1. CALL MEETING TO ORDER**

**ROLL CALL:** Commission members De Rago \_\_\_\_\_, Gong \_\_\_\_\_, Cohen \_\_\_\_\_, 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, October 7, 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**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 SEPTEMBER 9, 2021**

**7. ADMINISTRATIVE MATTERS**

**7A. Accept and File 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, December 9, 2021, at 7:00 p.m. West Annex Commission Meeting Room.

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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, September 9, 2021 at 7:00 p.m. in the West Annex meeting room, Torrance City Hall.

**ROLL CALL**

Present: Commissioners Cohen, De Rago, Ross\*, Witherill, Zygielbaum, and Chairperson O'Brien.

Absent: Commissioner Gong.

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

\*Arrived at 7:07 p.m.

**2. FLAG SALUTE**

Commissioner Zygielbaum 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 Public Notice Board and City Website on September 3, 2021.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND / OR SUPPLEMENTAL ITEMS**

Facility Operations Manager Pinela stated supplemental material was available online.

**5. ORAL COMMUNICATIONS**

Jim Gates spoke and distributed his September 7 letter to the Commission regarding the July 2021 Airport Complaint Log and a Torrance Airport Association Dixie Fire Airlift Operation Recap.

A member of the public spoke.

Chairperson O'Brien discussed her attendance at the Commission Chairperson and Vice-Chairperson training.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: AUGUST 12, 2021**

**MOTION:** Commissioner Cohen moved to approve the August 12, 2021 Airport Commission meeting minutes as presented. Commissioner Zygielbaum seconded the motion; a roll call vote reflected 6-0 approval (absent Commissioner Gong).

**7. ADMINISTRATIVE MATTERS**

**7A. ACCEPT AND FILE PRESENTATION ON FAA TOWER OPERATIONS BY THE TORRANCE FEDERAL AVIATION ADMINISTRATION, TOWER MANAGER**

Victor Morales, FAA Air Traffic Manager, presented information about his background, Torrance Airport daily operations, runways, airspace, Tower controllers and their training, Robinson Helicopter trainings, Flight schools, and Tower visits. He answered questions raised by Commissioners.

**MOTION:** Commissioner Zygielbaum moved to accept and file the presentation on FAA Tower Operations. Commissioner De Rago seconded the motion; a roll call vote reflected 6-0 approval (absent Commissioner Gong).

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

Facility Operations Manager Pinela introduced the item, continued from the Commission meeting of May 13, 2021. He reviewed the revised Airport Non-Aviation Hangar Rental Agreement (Attachment A) with amendments recommended by Commissioners. He noted the amendments have been reviewed by the City Attorney's office and staff is working with the Risk Management office regarding insurance requirements. He stated, if the Commission concurs with recommended amendments, staff would transmit an agenda item to be brought forward to City Council for approval.

Chairperson O'Brien recommended additional amendments regarding the number of non-aviation hangar availability and proposed rental rates.

**MOTION:** Commissioner Zygielbaum moved to recommend the implementation of Non-Aviation Hangar Rentals at Torrance Airport as presented with additional amendments to include 1) New Proposed Resident rate of \$2.368 and New Proposed Non-Resident rate of \$3.656, and 2) a maximum of 35 small type hangars available for non-aviation rental. Commissioner De Rago seconded the motion; a roll call vote reflected 6-0 approval (absent Commissioner Gong).

**7C. TORRANCE MUNICIPAL AIRPORT – PRESENT SOCIAL MEDIA OPTIONS TO THE AIRPORT COMMISSION**

Facility Operations Manager Pinela provided benefits and challenges for Torrance Airport use of social media. He recommended that events and information regarding the Airport be posted on the existing City of Torrance's Instagram and Facebook accounts.

**7D. MONTHLY UPDATE OF AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT**

Airport Manager Herrera reviewed the September 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 July 2021, and Airfield Operations Status for July 2021.

8. **ADJOURNMENT**

**MOTION:** At 8:50 p.m., Commissioner Ross moved to adjourn this meeting to October 14, 2021 at 7:00 p.m. in the West Annex meeting room. Commissioner Zygielbaum seconded the motion; a roll call vote reflected approval.

###

Subject to 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 **SEPTEMBER 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	11
Total Number of Airport Tiedowns	181
Total Number of Tiedowns Available	67

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: \$0.619/sq. ft. per month for Torrance Residents.  
\$0.694/sq. ft. per month for Non-Residents.

Current rates for Tiedowns are: Single Engine \$123.00  
Twin Engine \$136.00

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

## REPORT 2

### ONGOING PROJECTS OCTOBER 14, 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 ordered all material and supplies. They have been delivered and received by the airport. Preliminary ground mapping has started in anticipation of installation. We foresee the core of the project to initiate this month. We will have monthly updates as we progress through this development.

#### NON- INFRASTRUCTURE

<b>Capital Projects</b>	<u>FEAP #</u>	<u>PRIMARY FUNDING</u>	<u>PROJECT TOTAL</u>
Fire Extinguishers for City owned Hangars	FEAP-00792	AIRPORT	\$150,000
Automated Weather Observing System (AWOS)	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 3**

**OCTOBER 2021 AIRPORT MEETING ROOM SCHEDULE**

10/2	INDIVISIBLE SOUTH BAY	2:00PM-4:00PM	A & B
10/6	AYSO	5:30PM-9:30PM	A & B
10/7	SO BAY QUILTERS	10:00AM-12:00PM	A & B
10/10	INDIVISIBLE SOUTH BAY	2:00PM-4:00PM	A & B
10/11	SO BAY CAMERA CLUB	6:30PM-9:30PM	A & B
10/13	CAL RETIRED TEACHERS ASSOCIATION	10:00AM-12:00PM	A & B
10/19	BOY SCOUTS	7:30PM-9:30PM	A & B
10/20	SO BAY ARCHERY	7:30PM-9:30PM	A & B
10/21	TORRANCE FIRE	6:30AM-10:30AM	A & B
10/21	PRIVATE RENTAL	2:00PM-5:00PM	A & B
10/24	INDIVISIBLE SOUTH BAY	2:00PM-4:00PM	A & B
10/25	SO BAY CAMERA CLUB	6:30PM-9:30PM	A & B
10/26	RIVIERA GARDEN CLUB	8:45AM-12:45PM	A & B
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**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	Rietdyk, G.	11/26/14	MED/EXEC
14	Deal, J.	03/12/15	MED/EXEC
15	Deal, B.	03/12/15	MED/EXEC
16	Myers, L.	03/12/15	MED/EXEC
17	Reisman, G.	08/20/15	MEDIUM
18	Garcia, D.	08/20/15	MED/EXEC
19	Hadley, L.	08/31/15	MED/EXEC
20	Schladen, M.	02/18/16	MED/EXEC
21	Robinson, A.	03/22/16	MEDIUM
22	Broen, P.	05/06/16	MED/EXEC
23	Macey, B.	08/02/16	MED/EXEC
24	Van De Velde, D.	09/26/16	MEDIUM
25	Woodside, D.	12/29/16	MED/EXEC
26	Ristevski, B.	01/09/17	MED/EXEC
27	Mabry, M.	01/24/17	MED/EXEC
28	Geiger, G.	02/06/17	EXEC
29	Adli, B.	02/22/17	EXEC
30	Constable, W.	03/23/17	EXEC
31	Stewart, D.	04/07/17	EXEC
32	Regan, K.	05/24/17	MEDIUM
33	Gerts, I.	06/27/17	MEDIUM
34	Armstrong, S.	11/14/17	MED/EXEC
35	Levine, M.	01/26/18	MED/EXEC
36	Bryson, Z.	03/22/18	EXEC
37	Badour, S.	09/24/18	MED/EXEC
38	Wachner, J.	10/02/18	MED/EXEC
39	Vartanian, J.	10/15/18	MED/EXEC
40	McNerney, R.	11/05/18	MED/EXEC
41	McKay, R.	03/28/19	MEDIUM
42	Burshtan, D.	06/24/19	MEDIUM
43	Ribitsch, R.	10/04/19	MEDIUM
44	Jenkins, R.	12/03/19	MEDIUM
45	Colton, J	06/03/20	MEDIUM
46	Ristevki, B.	10/02/20	MED/EXEC
47	Elminoufi, G.	01/08/21	MED/EXEC
48	McGivern, J.	05/14/21 10	MED/EXEC
49	Zimmer, C.	05/26/21	EXEC

50	Hong, D.	06/17/21	MED/EXEC
51	Hendricks, W.	08/09/21	SMALL TYPE A OR B
52	Osipov, Y.	09/07/21	SMALL TYPE A OR B, MED
53	Chigusa, S.	09/14/21	SMALL TYPE A OR B
54	Badour, S.	09/22/21	SMALL TYPE A OR B
55	Henry, M.	09/28/21	SMALL TYPE A OR B
56	Ford, W.	09/28/21	MEDIUM
57	DiMella, R.	10/06/21	SMALL B
58	Arafat, H.	10/06/21	SMALL B

# Summary of Changes to Hangar Waiting List

## Applicants From Waiting List Who Received Hangars

Jones, C.	08/12/21	Small Type A or B
Grichus, E.	08/24/21	Small Type A or B

## New Waiting List Applicants Added

Osipov, Y.	09/07/21	Small Type A or B, Med
Chigusa, S.	09/14/21	Small Type A or B
Badour, S.	09/22/21	Small Type A or B
Henry, M.	09/28/21	Small Type A or B
Ford, W.	09/28/21	Medium
DiMella, R.	10/06/21	Small Type B
Arafat, H.	10/06/21	Small Type B

## Request For Refund/Removal From Hangar Waiting List

Thames, R.	08/09/21	Small Type A or B, Med
Iverson, T .	07/19/21	Small Type A or B
Pierson, R.	08/19/21	Small Type B
Ratichek, J.	08/31/21	Small Type A or B

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

## REPORT 5

### EVENTS REQUIRING EMERGENCY RESPONSE

#### FOR THE MONTH OF AUGUST 2021

OPERATIONS	-----TOTAL	14,177
INCIDENTS	-----	3
ACCIDENTS	-----	0
PERCENT OF OPERATIONS	-----	.02

#### **Airport Incidents:**

8/2/2021-1500- RV-8 aircraft with a flat tire after landing on Runway 29L. Mobile 102 towed aircraft from Runway 29L & Foxtrot to tiedown #94 without further incident. TFD was not required.

8/6/2021- 12:26- Tower called mobile 102 to assist a Cessna C-421 aircraft on an emergency landing which lost oil pressure on its right engine. Plane landed safely with no further damage or incident on 29R and made a full stop on to Charlie. 102 towed aircraft back to transient with no further incident. TFD was not required.

8/10/2021- 16:20- Mobile 102 assisted Piper Duchess BE-76 aircraft with a left main flat tire on touchdown/ landing to Runway 29R. Aircraft was towed back to FBO without further incident. TFD was not required.

#### Definitions:

**ACCIDENTS:** 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

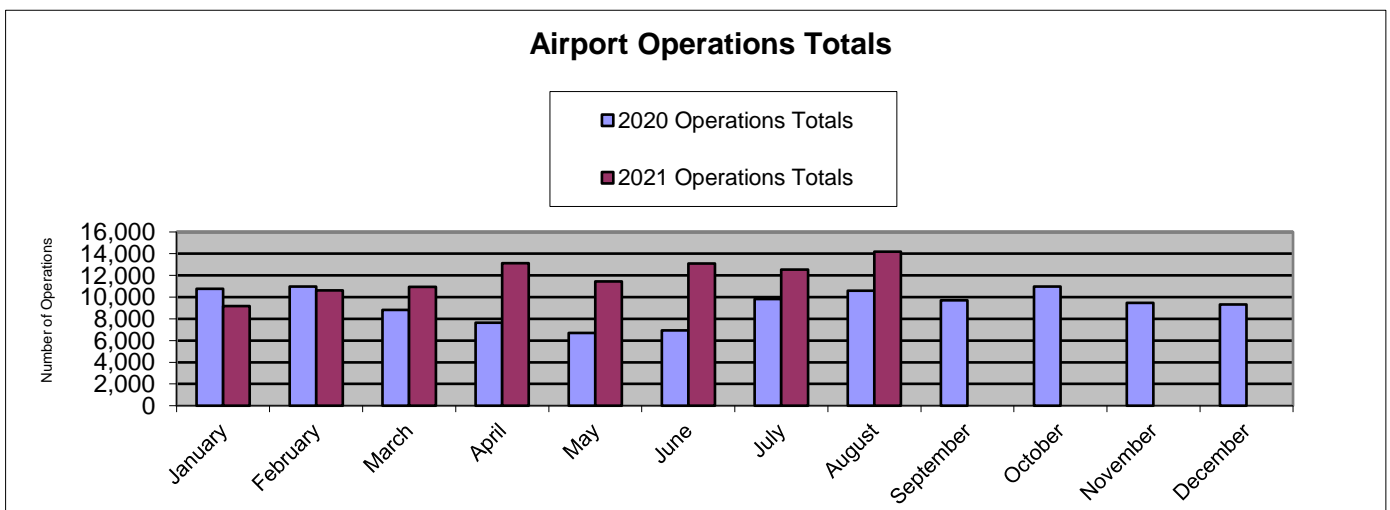
### AIRFIELD OPERATIONS STATUS ZAMPERINI FIELD

#### OPERATIONS ACTIVITIES FOR THE MONTH OF **AUGUST 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	11,446
June	2020	6,938		June	2021	13,098
July	2020	9,831		July	2021	12,539
August	2020	9,831		August	2021	14,177
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

