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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.

Any correspondence received after 2:00 p.m. on Thursday August 10, 2023 on any item on the agenda will be provided to the Commission electronically and available for public inspection in the City Clerk's Office.

**TORRANCE AIRPORT COMMISSION AGENDA
AUGUST 10, 2023
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: Cohen, De Rago, Gong, Love, Marshall, Seferian,
Chair Minder.

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 Friday August 4th, 2023.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

5. ORAL COMMUNICATIONS (Limited up to a 15 minute period)

*This portion of the meeting is reserved for comment on items on the Consent Calendar or not on the agenda. Under the Ralph M. Brown Act, the Commission 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. **No longer than 1 minute per speaker.** If presenting handout material to Commission, please provide 10 copies to staff before speaking.*

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 JULY 13, 2023.

7. ADMINISTRATIVE MATTERS

7A. Accept and File Monthly Update of Aeronautical Operational Information Under the Purview of the General Services Department.

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

9A. Adjournment of Airport Commission Meeting to Thursday September 14th, 2023, at 7:00 p.m. West Annex Commission Meeting Room.

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

1. CALL MEETING TO ORDER

The Torrance Airport Commission convened in a regular session at 7:01 p.m. on Thursday, July 13, 2023, in the West Annex Meeting Room.

ROLL CALL

Present: Commissioners Cohen, Love, Marshall, Seferian, and Chair Minder.

Absent: Commissioners De Rago and Gong.

Also Present: City of Torrance Airport Manager Rafael Herrera, Facility Operations Manager Gerry Pinela, and Environmental Quality Officer Nora Duncan.

2. FLAG SALUTE

Commissioner Love led the Pledge of Allegiance.

3. REPORT FROM THE AIRPORT STAFF ON THE POSTING OF THE AGENDA

Facility Operations Manager Pinela reported that a revised agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's Website on Monday, July 10, 2023.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

None.

5. ORAL COMMUNICATIONS

MOTION: Commissioner Seferian moved to excuse the previous absence of Commissioner Cohen. Commissioner Marshall seconded the motion; a roll call vote reflected 5-0 approval (Commissioners De Rago and Gong absent).

MOTION: Commissioner Marshall moved to excuse the absence of Commissioner De Rago. Commissioner Cohen seconded the motion; a roll call vote reflected 5-0 approval (Commissioners De Rago and Gong absent).

Members of the public spoke.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: JUNE 8, 2023

MOTION: Commissioner Marshall moved to approve the minutes as presented. Commissioner Seferian seconded the motion; a roll call vote reflected 5-0 approval (Commissioners De Rago and Gong absent).

7. **ADMINISTRATIVE MATTERS**

7A. **ACCEPT AND FILE MONTHLY UPDATE OF AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT**

City of Torrance Airport Manager Herrera provided a report a monthly update of aeronautical operational information under the purview of the General Services Department:

- 2 hangars vacant; 39 tiedowns available.
- AWOS System continues to be worked on with AWOS System Specialists. August 2023 meeting should reflect design completion with a fully operational system by Summer 2024.
- Taxiway lighting contractor is currently working through submittals with an anticipated start date August 2023, completion date September 2023, and an operational date by October 2023.
- East T Restrooms are being remodeled.
- There were no changes to the non-aviation waitlist; the hangar waitlist continues to grow, with a couple of applicants receiving hangars.
- (3) Incidents occurred in the month of June 2023, all of which did not require response from the Torrance Fire Department.
- May 2023 saw 15,152 operations (500 operations more than last year).

Facility Operations Manager Pinela stated that an Item regarding the runway can be presented to the Commission for review, as well as a recommendation to City Council.

Commissioner Marshall requested a status report on the AWOS system. Staff acknowledged the request.

Members of the public spoke, staff and members of the Commission responded to the comments / inquiries.

Chair Minder requested to see an airport operations report from the year 2000 to present.

MOTION: Commissioner Marshall moved to see an airport operations report from the year 2000 to 2022. Commissioner Cohen seconded the motion; a roll call vote reflected 5-0 approval (Commissioners De Rago and Gong absent).

MOTION: Commissioner Marshall moved to accept and file Item 7A. Commissioner Cohen seconded the motion; a roll call vote reflected 5-0 approval (Commissioners De Rago and Gong absent).

7B. **ACCEPT AND FILE TORRANCE MUNICIPAL AIRPORT (ZAMPERINI FIELD) NOISE ABATEMENT QUARTERLY REPORT FOR THE FIRST QUARTER OF 2023, UNDER THE PURVIEW OF THE COMMUNITY DEVELOPMENT DEPARTMENT**

Environmental Quality Officer Duncan presented Item 7B.

- Staff is training an individual to work in the Noise Abatement Office full-time.

- 6,834 complaints were received, with 6,816 complaints recorded from regular reporting parties (individuals reporting more than 10x in a quarter) for the first quarter.
- Zone 3 and Zone 8 had the highest recorded complaints.

Commissioner Cohen requested a Casper printout be provided to the commission regarding filing complaints. Environmental Quality Officer Duncan acknowledged the request.

Chair Minder and Commissioner Marshall requested a workshop on the Casper system demonstrating how to get data and how to use the system to file complaints. Environmental Quality Officer Duncan acknowledged the request.

Chair Minder requested that the ATIS system be more useful, referencing the Cottonwood Airport dial-in system. Environmental Quality Officer Duncan acknowledged the request.

Members of the public spoke; staff and Commissioners responded.

MOTION: Commissioner Marshall moved to have a hands-on training Casper workshop placed for a future Agenda Item. Chair Minder seconded the motion; a roll call vote reflected 5-0 approval (Commissioners De Rago and Gong absent).

MOTION: Commissioner Marshall moved to accept and file Item 7B. Commissioner Cohen seconded the motion; a roll call vote reflected 5-0 approval (Commissioners De Rago and Gong absent).

8. ORAL COMMUNICATIONS

Commissioner Cohen suggested that the City Clerk be reached out to regarding an amendment of City Council's Agenda to postpone the Transportation Committee Report.

Chair Minder announced the Dave Solano School Supply Drive; donations will be accepted until August 1, 2023.

Chair Minder announced the RSET meeting (Runway Safety Action Team Meeting) July 26, 2023, from 10 a.m. – 12 p.m.

MOTION: Commissioner Marshall moved to recommend to City Council that the consideration of the Transportation Committee Report be considered at the August 8, 2023, meeting for due process for full and fair representation, as many that will be affected by the decision will be attending Oshkosh. Commissioner Cohen seconded; a roll call vote reflected 5-0 approval (Commissioners De Rago and Gong absent).

9. ADJOURNMENT

MOTION: At 8:35 p.m. Commissioner Seferian moved to adjourn the meeting to Thursday, August 10, 2023, in the West Annex Meeting Room at 7:00 p.m. Commissioner Marshall seconded the motion; a roll call vote reflected 5-0 approval (Commissioners De Rago and Gong absent).

###

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 **JUNE 2023**

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.

REPORT 1

ZAMPERINI FIELD

HANGAR AND TIEDOWN INFORMATION

Total Number of City-Owned Hangars	341
Total Number of Hangar Vacancies	1
Total Number of Airport Tiedowns	181
Total Number of Tiedowns Available	36

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: \$0.670/sq. ft. per month for Torrance Residents.
\$0.751/sq. ft. per month for Non-Residents.

Current rates for Tiedowns are: Single Engine \$136.00
Twin Engine \$150.00

Current rates for Transient (Overnight) are: Single Engine \$11.00
Twin Engine \$18.00
Jet Engine \$23.00

REPORT 2

ONGOING PROJECTS AUGUST 10, 2023

Automated Weather

Observing System (AWOS) –

We have met with AWOS specialist, Federal Aviation Administration, an electrical contractor, airport engineering consulting firms to structure a plan for this project. This is a multi-component project that involves location, weather equipment, installation, and implementation. We have met with Lean Corporation staff and will continue to meet with them in the next several months' in the survey and design phase of this project. Lean has vast experience with numerous aviation projects throughout the county and they are locally based. We have met with Lean Corp. to review all the technical information to thoroughly review the project and analyze this every step of the way. We will have monthly updates as we progress throughout the project.

- Design phase 100% completed by August 2023.
- Project out to bid by early Fall 2023
- Construction to begin late Spring 2023.
- Construction completion Summer 2024.
- Operational by late Summer 2024.

Taxiway Light and Wire Replacement

The taxiway Light and Wire Replacement was awarded on April 11, 2023 to Belco Elecnor an electrical contractor. This is a multi-location project that involves several taxiway sections. We held a preconstruction meeting on April 25, 2023 with Belco Elecnor staff and will continue to meet with them in the next several weeks. Belco has as experience with airport electrical projects throughout the local area and they are locally based in Chino, CA. We are patiently waiting for FAA determination before starting project. We will have monthly updates as we progress throughout this development.

- We anticipate initiating work September 2023
- We anticipate completing work to be completed by October 2023.

**NON-
INFRASTRUCTURE**

Capital Projects

	<u>FEAP #</u>	<u>PRIMARY FUNDING</u>	<u>PROJECT TOTAL</u>
Automated Weather Observing System (AWOS)	FEAP – 00722	AIRPORT	\$352,000
Remodel General Aviation Center and East “T” Restrooms	FEAP – 00719	AIRPORT	\$275,000
Taxiway Light and Wire Replacement	REPAIR	AIRPORT	\$449,282
Total			\$1,076,282

REPORT 3

AUGUST AIRPORT MEETING ROOM SCHEDULE

8/2	AYSO	6:30PM-9:30PM	A & B
8/3	SO BAY QUILTERS	10:00AM-2:00PM	A & B
8/4	PRIVATE MEETING	7:00PM – 9:00PM	A & B
8/5	MAKE IT RISE	1:00PM-4:00PM	A & B
8/6	MIRACLE OF LIFE CHURCH	9:30AM-11:30PM	A & B
8/7	FIRE DEPARTMENT- CAR SEAT SAFETY	6:00AM-4:00PM	A & B
8/8	FIRE DEPARTMENT- CAR SEAT SAFETY	6:00AM-4:00PM	A & B
8/9	FIRE DEPARTMENT- CAR SEAT SAFETY	6:00AM-4:00PM	A & B
8/10	FIRE DEPARTMENT- CAR SEAT SAFETY	6:00AM-4:00PM	A & B
8/11	FIRE DEPARTMENT- CAR SEAT SAFETY	6:00AM-4:00PM	A & B
8/11	PRIVATE MEETING	7:00PM-9:00PM	A & B
8/12	AAUW	9:00AM-12:00PM	A & B
8/13	MIRACLE OF LIFE CHURCH	9:30AM-11:30PM	A & B
8/13	INDIVISIBLE SO BAY	2:00PM-4:00PM	A & B
8/14	SO BAY CAMERA CLUB	6:30PM-9:30PM	A & B
8/15	BOY SCOUTS	7:45PM-9:45PM	A & B
8/18	PRIVATE MEETING	7:00PM-9:00PM	A & B
8/19	AYSO	5:00PM-9:00PM	A & B
8/20	MIRACLE OF LIFE CHURCH	9:30AM-11:30PM	A & B
8/22	SO BAY ORCHID SOCIETY	7:00PM-8:00PM	A & B
8/25	PRIVATE MEETING	7:00PM-9:00PM	A & B
8/27	MIRACLE OF LIFE CHURCH	9:30AM-11:30PM	A & B
8/27	INDIVISIBLE SO BAY	2:00PM-4:00PM	A & B
8/28	SO BAY CAMERA CLUB	6:30PM-9:30PM	A & B

HANGAR WAITING LIST

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

53	Blaire, W.	03/31/22	MED/EXEC
54	Holm, B.	06/09/22	MED/EXEC
55	Peterson, J.	07/11/22	MEDIUM
56	Au, J.	07/18/22	EXEC
57	Ryan, J.	08/15/22	SMALL TYPE B/MED
58	Nosrati, D.	10/03/22	SMALL TYPE A OR B
59	Cox, P.	11/02/22	SMALL TYPE A OR B
60	Jimenez, R.	11/08/22	EXEC
61	Hernandez, H.	11/15/22	SMALL TYPE B/MED
62	Olson, D.	12/09/22	SMALL TYPE A, B OR EXEC
63	Shimomura, M.	01/17/23	SMALL TYPE A OR B
64	Rubasky, B.	02/15/23	SMALL TYPE A OR B
65	Gazsi, T.	02/21/23	SMALL TYPE B OR MED
66	Ye, M.	03/01/23	SMALL TYPE B
67	Ebrahim, S.	03/09/23	MED/EXEC
68	Osipov, Y.	03/16/23	MED/EXEC
69	Guerrero, D.	04/03/23	SMALL TYPE A OR B
70	Kanfoudi, K.	04/04/23	EXEC
71	Blaire, W.	04/20/23	SMALL TYPE B
72	Gattu, P.	04/26/23	SMALL TYPE B/MED
73	Adams, R.	05/01/23	SMALL TYPE B
74	Wilson, T.	05/30/23	SMALL TYPE A
75	Mauro, F.	06/08/23	SMALL TYPE A, B OR MED
76	Sappington, S.	06/20/23	SMALL TYPE A OR B
77	Tanaka, A.	06/21/23	SMALL TYPE A
78	Beckwith, R.	07/03/23	SMALL TYPE B
79	Parks, L.	7/07/23	SMALL TYPE B/MED
80	Palmer, G.	07/11/23	SMALL TYPE B
81	Schroeder, J.	08/01/23	SMALL TYPE A
82	Bohner, R.	08/02/23	SMALL TYPE A OR B

Summary of Changes to Hangar Waiting List

Applicants From Waiting List Who Received Hangars

Yen, A.	07/12/23	Small Type A
Tary, J.	07/17/23	Small Type B
Cho, J.	07/19/23	Small Type A

New Waiting List Applicants Added

Parks, L.	07/07/23	Small Type B or Medium
Palmer, G.	07/11/23	Small Type A or B
Schroeder, A.	08/01/23	Small Type A
Bohner, R.	08/02/23	Small Type A or B

Request For Refund/Removal From Hangar Waiting List

*Hangars Received Through Advertisement (not from Waiting List)

NON-AVIATION HANGAR WAITING LIST

1	Pliska, A.	05/09/22	SMALL
2	Barry, J.	05/10/22	SMALL
3	McGivern, J.	05/13/22	SMALL
4	Kwan, T.	05/19/22	SMALL
5	Chang, M.	05/19/22	SMALL
6	McGrath, S.	05/26/22	SMALL
7	Schroff, G.	06/09/22	SMALL
8	Pudumjee, V.	06/24/22	SMALL
9	Rodriguez, M.	08/04/22	SMALL
10	Ahmed, J.	08/31/22	SMALL
11	Lindman, P.	09/06/22	SMALL
12	Lee, B.	09/15/22	SMALL
13	Kane, C.	09/26/22	SMALL
14	Walters, J..	10/10/22	SMALL
15	Valentino, A	10/24/22	SMALL
16	Tanaka, A.	11/21/22	SMALL
17	Juska, P.	11/23/22	SMALL
18	Aparicio, A.	02/09/23	SMALL
19	Flaig, F.	03/28/23	SMALL
20	Thomson, J.	05/08/23	SMALL

Summary of Changes to Non-Aviation Hangar Waiting List

Applicants From Waiting List Who Received Hangars

New Waiting List Applicants Added

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 JUNE 2023

OPERATIONS	-----TOTAL	17, 929
INCIDENTS	-----	1
ACCIDENTS	-----	0
PERCENT OF OPERATIONS	-----	.005

Airport Incidents:

6/30/2023- 13:20 Mobile 102 responded to a Sling aircraft with engine trouble after completing a base turn. Aircraft landed on 11L safely and towed back to Sling without 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

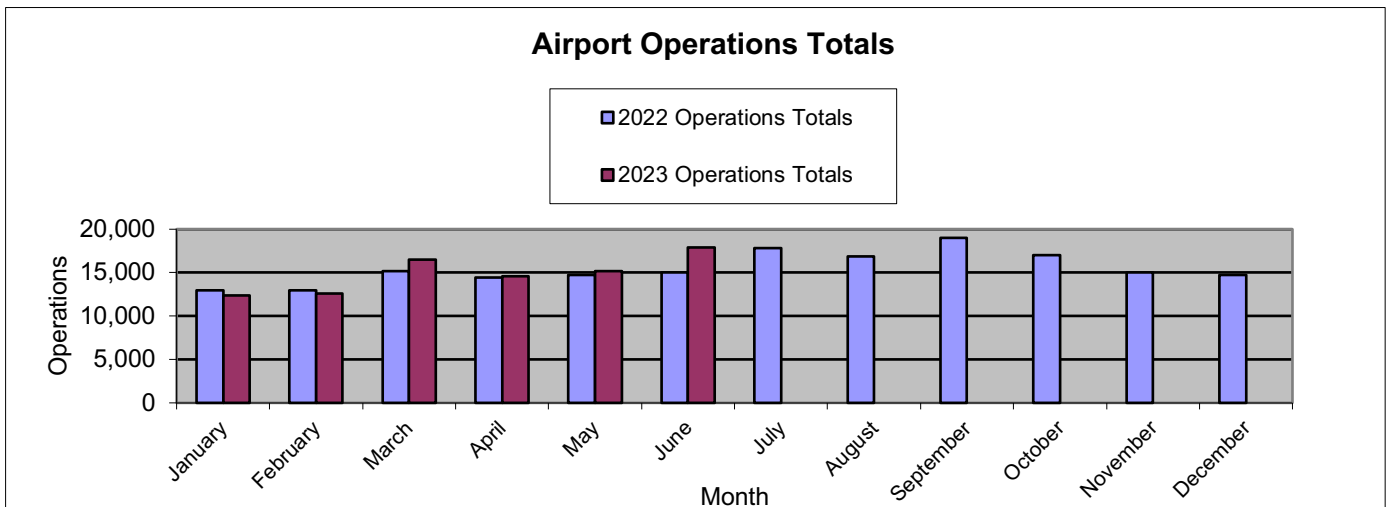
AIRFIELD OPERATIONS STATUS ZAMPERINI FIELD

OPERATIONS ACTIVITIES FOR THE MONTH OF **JUNE 2023**

- 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

2022/2023 OPERATIONS TOTALS

Month	Year	Operations		Month	Year	Operations
January	2023	12,389		January	2022	12,965
February	2023	12,618		February	2022	12,930
March	2023	16,495		March	2022	15,204
April	2023	14,549		April	2022	14,457
May	2023	15,152		May	2022	14,703
June	2023	17,929		June	2022	15,045
July	2023			July	2022	17,804
August	2023			August	2022	16,870
September	2023			September	2022	19,037
October	2023			October	2022	17,053
November	2023			November	2022	15,024
December	2023			December	2022	14,714



2000 - 2022 Airport Operations Totals

■ Total Operations

