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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 January 11, 2024 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  
JANUARY 11, 2024  
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 January 5<sup>th</sup>, 2024.

**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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**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 DECEMBER 14, 2023**

**7. ADMINISTRATIVE MATTERS**

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

**7B. Discuss the Airport Commission Goals and Objectives for 2024.**

**8. COMMISSION ORAL COMMUNICATIONS**

**9. ADJOURNMENT**

**9A.** Adjournment of Airport Commission Meeting to Thursday, February 8, 2024, 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 7:00 p.m. on Thursday, December 14, 2023, in the West Annex Meeting Room.

**ROLL CALL**

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

Absent: Commissioner Gong.

Also Present: City of Torrance Airport Manager Rafael Herrera and General Services Manager Gerry Pinela.

**2. FLAG SALUTE**

Chair Minder led the Pledge of Allegiance.

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

General Services Manager Pinela reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's Website on Thursday, December 7, 2023.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

None.

**5. ORAL COMMUNICATIONS**

A member of the public spoke.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: NOVEMBER 9, 2023**

**MOTION:** Commissioner Cohen moved to approve the November 9, 2023, minutes as amended. Commissioner Marshall seconded the motion; a roll call reflected a 6-0 approval (Commissioner 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 on the monthly update of aeronautical operational information under the purview of the General Services Department:

- Staff continues to meet with AWOS staff; there is an anticipated completion date Summer 2024.
- Staff anticipates work to begin the second week of January 2024 regarding the Taxiway Light Project; there is an anticipated completion date March 2024.
- Meeting Room schedule had minimal changes.
- Hangar waitlist continues to grow with (3) additions in November. The non-aviation waitlist continues to grow with (1) addition in November.
- There were (3) incidents in the month of October with no assistance needed from the Torrance Fire Department.
- (15,000) operations occurred in October 2023, (1,500) operations less than in October 2022.

Members of the Commission spoke.

Members of the public spoke.

**MOTION:** Commissioner Marshall moved to accept and file Item 7A. Commissioner Cohen seconded the motion; a roll call reflected a 6-0 approval (Commissioner Gong absent).

7B. **ACCEPT AND FILE PRESENTATION BY JIM GATES**

Mr. Jim Gates presented Item 7B:

- Mr. Gates clarified that the presentation was not from the TAA.
- When the Casper system came on, the complaints significantly increased with no significant changes in operations; number of complaints are obtained through the Casper system, less than (125) people generated over (11,364) complaints in the third quarter of 2023.
- Casper has mandatory inputs, but no authentication. Mr. Gates stated that the City is using the figure of merit of the number of complaints to evaluate airport policy, but the complaint data is unverified and vulnerable to spoofing. Mr. Gates continued, stating that complaints are subjective opinions made by unqualified individuals who do not know the applicable rules and that the complaints are based solely on personal perceptions and prejudices; this is why the FAA does not use complaint data in any type of analysis.
- Flight pattern recommendations make a difference; flight schools are aware, but transient pilots are not. There is no current communication with transient pilots to keep the noise down. Quiet procedure signage was recommended previously but denied by staff; Mr. Gates recommended looking into a commercially available software system that will take addresses, plot them on map, and assist addressing where issues are.

Commissioner De Rago left the Commission at 7:58 p.m.

Commissioner De Rago returned to the Commission at 8:01 p.m.

- Recommendations include dropping number of complaints as a figure of merit, map plotting the source of complaints, and making quiet procedures signage available on the taxiways and placing in them in documents provided to transient pilots.

Members of the Commission spoke.

Members of the public spoke.

**MOTION:** Commissioner Seferian moved to accept and file Item 7B. Commissioner Marshall seconded the motion; a roll call reflected a 6-0 approval (Commissioner Gong absent).

#### **8. ORAL COMMUNICATIONS**

Commissioner Love requested a concurrence to have an Agenda Item next month to discuss Airport Commission goals and objectives for 2024. Members of the Commission concurred.

Commissioner Seferian requested assistance with procedures to obtain a meeting with City Council to discuss the goals and objectives. General Services Manager Pinela replied that he will investigate a joint meeting in 2024.

Chair Minder requested a report from a Casper Account Executive to come before the Commission to make a presentation followed by a Q&A session. General Services Manager Pinela replied that he will forward the request to the Community Development Department.

#### **9. ADJOURNMENT**

**MOTION:** At 8:42 p.m. Commissioner De Rago moved to adjourn the meeting to Thursday, January 11, 2023, in the West Annex Meeting Room at 7:00 p.m. Commissioner Cohen seconded the motion; a roll call reflected a 6-0 approval (Commissioner Gong absent).

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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 **DECEMBER 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	11
Total Number of Airport Tiedowns	181
Total Number of Tiedowns Available	38

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: \$0.686/sq. ft. per month for Torrance Residents.  
\$0.769/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 JANUARY 11, 2024**

#### **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 October 2023.
  - Project out to bid by early 2024
  - Construction to begin late Summer 2024.
  - Construction completion Fall 2024.
  - Operational by late Fall 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 January 3, 2024 with Belco Elecnor staff and will continue to meet with them in the next several weeks during the construction. The construction project will start January 2024. We will have monthly updates as we progress throughout this development.

- We will initiate work January 2024
- We anticipate completing work to be completed by February 2024.

**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
<b>Total</b>			<b>\$1,076,282</b>

### REPORT 3

#### JANUARY MEETING ROOM SCHEDULE

1/3	AYSO	6:30PM-9:30PM
1/4	SO BAY QUILTERS	10:00AM-12:00PM
1/5	PRIVATE MEETING	7PM-8PM
1/7	MIRACLE LIFE COMMUNITY CHURCH	9:30AM-11:30AM
1/8	SO BAY CAMERA CLUB	6:30PM-9:30PM
1/12	PRIVATE MEETING	7PM-8PM
1/14	MIRACLE LIFE COMMUNITY CHURCH	9:30AM-11:30AM
1/16	BOY SCOUTS	7:45PM-9:45PM
1/17	SO BAY ARCHERY	7PM-9PM
1/19	PRIVATE MEETING	7PM-8PM
1/20	AAUW	10:00AM-12:00PM
1/20	INDIVISIBLE SOUTH BAY	2:00 PM-4:00PM
1/21	MIRACLE LIFE COMMUNITY CHURCH	9:30AM-11:30AM
1/21	CALIFORNIA TAX PAYER	1:00 PM-4:00PM
1/21	MMLA INC	5:00 PM-8:00PM
1/22	SO BAY CAMERA CLUB	6:30PM-9:30PM
1/23	RIVIERA GARDEN CLUB	8:30AM-12:30PM
1/23	SO BAY ORCHID SOCIETY	7PM-8PM
1/26	PRIVATE MEETING	7PM-8PM
1/27	ALLOVEME	11:00AM-2:00PM
1/27	INDIVISIBLE SOUTH BAY	2:30PM-4:30PM
1/28	MIRACLE LIFE COMMUNITY CHURCH	9:30AM-11:30AM
1/28	PRIVATE MEETING	2:30PM-5:30PM

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

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

48	Hong, D.	06/17/21	MED/EXEC
49	Henry, M.	09/28/21	MED/EXEC
50	Ford, W.	09/28/21	MEDIUM
51	Liu, A.	12/28/21	MED/EXEC
52	Blaire, W.	03/31/22	MED/EXEC
53	Holm, B.	06/09/22	MED/EXEC
54	Peterson, J.	07/11/22	MEDIUM
55	Au, J.	07/18/22	EXEC
56	Nosrati, D.	10/03/22	SMALL TYPE A OR B
57	Jimenez, R.	11/08/22	EXEC
58	Olson, D.	12/09/22	SMALL TYPE A, B OR EXEC
59	Rubasky, B.	02/15/23	SMALL TYPE A OR B
60	Gazsi, T.	02/21/23	SMALL TYPE B OR MED
61	Ye, M.	03/01/23	SMALL TYPE B
62	Ebrahim, S.	03/09/23	MED/EXEC
63	Osipov, Y.	03/16/23	MED/EXEC
64	Guerrero, D.	04/03/23	SMALL TYPE A OR B
65	Kanfoudi, K.	04/04/23	EXEC
66	Blaire, W.	04/20/23	SMALL TYPE B
67	Gattu, P.	04/26/23	SMALL TYPE B/MED
68	Adams, R.	05/01/23	SMALL TYPE B
69	Sappington, S.	06/20/23	SMALL TYPE A OR B
70	Tanaka, A.	06/21/23	SMALL TYPE A
71	Beckwith, R.	07/03/23	SMALL TYPE B
72	Parks, L.	7/07/23	SMALL TYPE B/MED
73	Schroeder, J.	08/01/23	SMALL TYPE A
74	Bohner, R.	08/02/23	SMALL TYPE B
75	Wolfe, S.	09/06/23	SMALL TYPE B
76	Miller, J.D.	09/14/23	SMALL TYPE A, B OR MED
77	Banos, P.	10/05/23	SMALL TYPE A OR B
78	Allen, T.	10/11/23	SMALL TYPE A OR B
79	Dunbar, K.	10/18/23	SMALL TYPE A OR B
80	Goebel, J.	11/14/23	SMALL TYPE B
81	Kolakowski, R.	11/29/23	SMALL TYPE B
82	Belikov, E.	11/30/23	SMALL TYPE A OR B
83	Nakamura, H.	12/13/23	MED/EXEC
84	Moran, D.	12/13/23	MED/EXEC

## Summary of Changes to Hangar Waiting List

### Applicants From Waiting List Who Received Hangars

Cox, Patrick.	12/11/23	Small Type B
Nakamura, H.	12/12/23	Small Type A
Hernandez, H.	12/18/23	Small Type B
Jones, K.	12/18/23	Small Type A

### New Waiting List Applicants Added

Nakamura, H.	12/13/23	Medium or Executive
Moran, D.	12/13/23	Medium or Executive

### Request For Refund/Removal From Hangar Waiting List

Balakumar, A.	12/19/23	Small Type A or B
Sholl, M.	12/27/23	Small Type A
Schmidt, O.	01/02/24	Medium

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

## NON-AVIATION HANGAR WAITING LIST

1	Barry, J.	05/10/22	SMALL
2	McGivern, J.	05/13/22	SMALL
3	Kwan, T.	05/19/22	SMALL
4	Chang, M.	05/19/22	SMALL
5	McGrath, S.	05/26/22	SMALL
6	Schroff, G.	06/09/22	SMALL
7	Pudumjee, V.	06/24/22	SMALL
8	Rodriguez, M.	08/04/22	SMALL
9	Ahmed, J.	08/31/22	SMALL
10	Lindman, P.	09/06/22	SMALL
11	Lee, B.	09/15/22	SMALL
12	Kane, C.	09/26/22	SMALL
13	Walters, J..	10/10/22	SMALL
14	Valentino, A	10/24/22	SMALL
15	Tanaka, A.	11/21/22	SMALL
16	Juska, P.	11/23/22	SMALL
17	Aparicio, A.	02/09/23	SMALL
18	Flaig, F.	03/28/23	SMALL
19	Thomson, J.	05/08/23	SMALL
20	Viking, J.	08/22/23	SMALL
21	Fitton, L.	09/05/23	SMALL
22	Yau, V.	09/18/23	SMALL
23	Giebler, M.	10/02/23	SMALL
24	Thompson, S.	10/12/23	SMALL
25	Gentile, M.	11/29/23	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 NOVEMBER 2023

OPERATIONS	-----TOTAL	16,041
INCIDENTS	-----	0
ACCIDENTS	-----	0
PERCENT OF OPERATIONS	-----	.00

#### **Airport Incidents:**

#### 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

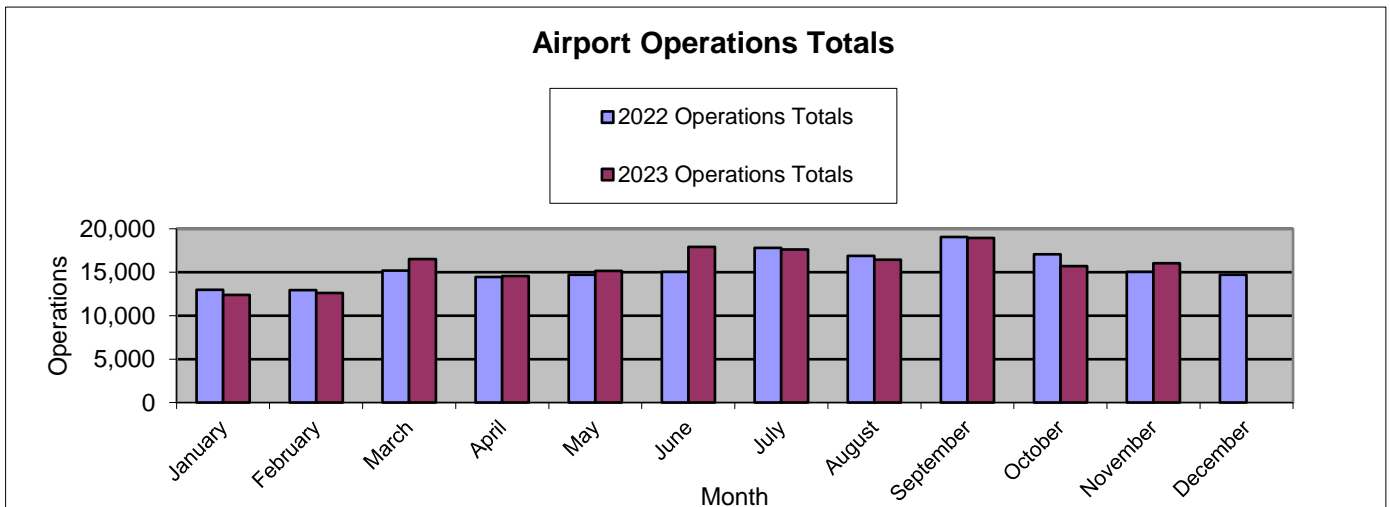
### **AIRFIELD OPERATIONS STATUS ZAMPERINI FIELD**

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

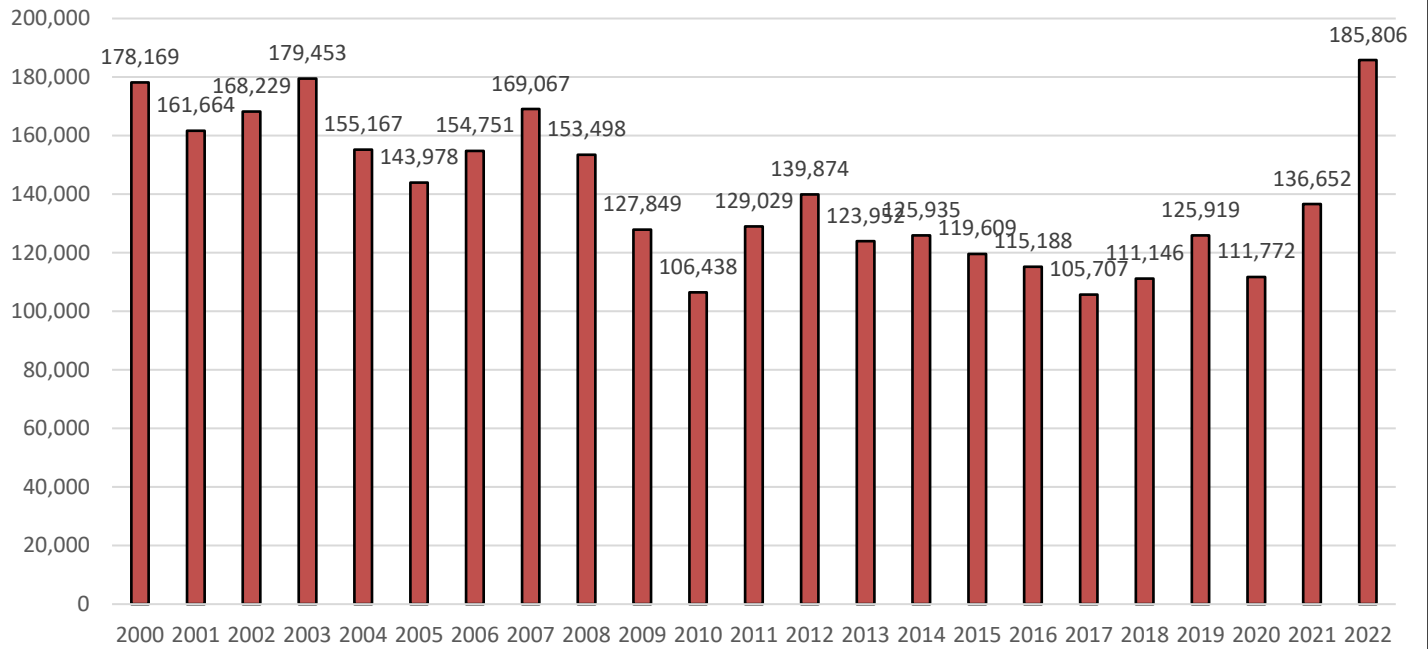
### **2022/2023 OPERATIONS TOTALS**

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	17,602		July	2022	17,804
August	2023	16,455		August	2022	16,870
September	2023	18,932		September	2022	19,037
October	2023	15,690		October	2022	17,053
November	2023	16,041		November	2022	15,024
December	2023			December	2022	14,714



## 2000 - 2022 Airport Operations Totals

■ Total Operations



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Airport Commission Meeting  
of January 11, 2024

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

**Members of the Commission:**

**SUBJECT: Discuss the Airport Commission Goals and Objectives for 2024.**

This item was requested to discuss the Airport Commission Goals and Objectives for 2024 by your honorable body at the December 14, 2023 Airport Commission meeting.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Gerry Pinela".

Gerry Pinela,  
Facilities Operations Manager

**7B**