



## Zamperini Field Airport Commission

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.

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 Shant Megerdichian, Facility Operations Manager, at (310) 784-7900. Agendas and Minutes are posted on the City of Torrance Home Page [www.TorranceCa.gov](http://www.TorranceCa.gov).

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in this meeting, please contact the City Manager's Office at (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.  
City Hall offices are closed on July 6 & 20, 2018.  
City Hall offices will be closed July 4, 2018 in observance of Independence Day.

# CITY OF TORRANCE ZAMPERINI FIELD AIRPORT COMMISSION

WEST ANNEX COMMISSION MEETING ROOM  
CITY HALL, 3031 TORRANCE BOULEVARD  
TORRANCE, CALIFORNIA 90503

THURSDAY JULY 12, 2018  
7:00 P.M.

## A G E N D A

1. CALL TO ORDER
2. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE
3. FLAG SALUTE
4. MOTION TO ACCEPT AND FILE REPORT ON POSTING OF AGENDA
5. APPROVAL OF MINUTES OF JUNE 14, 2018
6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS
7. ACTION ITEMS:
  - A. Request that the Airport Commission review and recommend a Hangar Tenant Special Event Request form and procedures.
8. INFORMATION ITEMS:
  - A. Aeronautical Operational Information Under the Purview of the General Services Department
9. ORAL COMMUNICATIONS #2
10. ADJOURNMENT: AUGUST 9, 2018

ROLL CALL: De Rago \_\_\_\_\_ Gong \_\_\_\_\_ Massa \_\_\_\_\_ O'Brien \_\_\_\_\_ Ross \_\_\_\_\_ Zygielbaum \_\_\_\_\_

Chairperson Glass \_\_\_\_\_

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

**1. CALL TO ORDER**

The Torrance Airport Commission convened in a regular session on Thursday, June 14, 2018 at 7:00 p.m. at the West Annex Meeting Room, Torrance City Hall.

**2. ROLL CALL**

Present: Commissioners De Rago, Gong, Massa, O'Brien, Ross, Zygielbaum\*, and Chairperson Glass.

Absent: None.

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

**MOTION:** Commissioner Ross moved to grant Commissioner Zygielbaum an excused absence for the June 14, 2018 Commission meeting. Commissioner O'Brien seconded the motion; a roll call vote reflected 6-0 approval. (Commissioner Zygielbaum arrived at 7:04 p.m.)

**3. FLAG SALUTE**

Commissioner De Rago led the Pledge of Allegiance.

**4. AFFIDAVIT OF AGENDA POSTING**

**MOTION:** Commissioner Ross, seconded by Commissioner O'Brien, 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 6-0 approval (absent Commissioner Zygielbaum).

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF MAY 10, 2018**

**MOTION:** Commissioner O'Brien moved to approve the Airport Commission meeting minutes of May 10, 2018 as presented. Commissioner Massa seconded the motion; a roll call vote reflected 6-0 approval (absent Commissioner Zygielbaum).

**6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS**

\*Commissioner Zygielbaum arrived at 7:04 p.m.

**6A.** Commissioner Massa announced upcoming lectures at the Western Museum of Flight.

**6B.** Commissioner O'Brien announced a Young Eagles event at the Airport on June 23. Responding to Commissioner De Rago's inquiry, she described the Young Eagles program.

**6C.** Jim Gates distributed a summary of 174 individuals surveyed at the April 26-30 Collings Foundation Aircraft Display. Commissioners offered suggestions on how to promote the event.

**7. ACTION ITEMS**

**7A. HANGAR TENANT SPECIAL EVENT REQUEST**

Facility Operations Manager Megerdichian provided background and presented a proposed Hangar Tenant Special Event Request form and procedure (Attachment A) for current Airport tenants. He stated that the policy was developed to allow current hangar tenants to host an event and give the Airport Administration sole authority to approve or deny event requests. He added that the proposal would not require the tenant to secure any permits, formal alcohol policy, or security. He reviewed the proposed form: Event Request Instructions, Event and Insurance Requirements, Applicant Information, Event Information, Agreement, and Conditions. He recommended that the Commission review the form and procedure and, if it concurs with the recommendation, staff would transmit an agenda item to be brought forward to City Council for approval.

Chairperson Glass received clarification from staff that the form is separate and does not change the hangar event policy and special event procedure for Airport businesses to host private events.

Commissioner Gong suggested revisions to the form that include time restrictions, additional contact information, and adding "For Airport Use Only" on page 3.

In response to inquiries from Commissioner Zygielbaum, Facility Operations Manager Megerdichian explained that Administration would deny a request if it is determined that the event would be large or disruptive and that neighbor notification would be part of the review process.

Commissioner Zygielbaum recommended requiring alcohol insurance to protect and limit the City's liability; Facility Operations Manager Megerdichian responded that alcohol insurance is required for business event requests and a requirement could be added to the tenant request procedure for recommendation to City Council.

Commissioner De Rago suggested adding a process for appeal if an event is denied.

Commissioner O'Brien suggested adding language under Event Request Instructions, Step 2, encouraging tenants to go to the office to discuss their events.

Jim Gates stated that the request form is unnecessary, in 40 years he has never seen a problem, and friends and family should be exempt. He noted that 80-90% of gatherings in the East T's are impromptu.

Facility Operations Manager Megerdichian responded that requiring every get-together go through the process is not the intent and that it is for tenants planning large events. He added that staff does not anticipate many requests, and Del Amo Flyers annual dinner may be the only one.

Commissioner Zygielbaum initiated discussion centered on establishing a minimum threshold and noise limitations.

Cliff Tatum stated that it would be unwise to stipulate a number of guests due to the varying sizes of hangars.

Barry Jay pointed out that if friends and family are exempt than Del Amo Flyers would be exempt as well.

**MOTION:** Commissioner Ross moved to recommend the Airport Tenant Special Event Request form and procedure for current Airport tenants as presented. The motion died due to lack of a second.

**MOTION:** Commissioner O'Brien, with Commissioner Ross seconding, moved to recommend the Airport Tenant Special Event Request form and procedure for current Airport tenants as presented with the exception that language be added automatically exempting tenants, friends and family, in one hangar. The motion failed 3-4 on a roll call vote as follows:

AYES: Commissioners O'Brien, Ross, and Chairperson Glass.  
NOES: Commissioners De Rago, Gong, Massa, and Zygielbaum.

Facility Operations Manager Megerdichian stated that the Commission did not concur with staff's recommendation and any further discussion would need to be brought back in Oral Communications #2.

## **7B. ELECTION OF CHAIR AND VICE-CHAIR**

Commissioner Ross, seconded by Commissioner O'Brien, nominated Chairperson Glass for Chairperson of the Airport Commission for the term beginning July 1, 2018. There were no further nominations and Chairperson Glass was elected Chairperson on a unanimous roll call vote.

Commissioner Ross nominated Commissioner O'Brien for Vice-Chairperson of the Airport Commission beginning July 1, 2018. There were no further nominations and Commissioner O'Brien was elected Vice-Chairperson on a unanimous roll call vote.

## **8. INFORMATION ITEMS**

### **8A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT**

Chairperson Glass noted that the following reports were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, June Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for April 2018, and Airfield Operations Status for April 2018.

Referring to Report #2, Ongoing Projects, Facility Operations Manager Megerdichian reported that the electrical portion for the fire-damaged hangars has passed Plan Check. He stated that roof work and painting at the General Aviation Center Rotunda is complete. He informed the Commission that starting June 18 there would be four drill rigs drilling at the Airport's east end to determine the feasibility of a storm water retention system that could potentially happen in the future. He stated that the Airport would be closed from 8:00 p.m. to 7:00 a.m. from at least June 18 to June 22.

Commissioner O'Brien suggested asking the Control Tower to broadcast an ATIS recorded message at night about the closure.

Business Manager Herrera reported that there are no hangar vacancies. He reviewed the Hangar Waiting List, noting that most are waiting for Medium or Executive hangars. He described the three incidents in April and noted Airport operations were 1,000 less than the same period last year.

**9. ORAL COMMUNICATIONS #2**

**9A.** Commissioner Zygielbaum, with concurrence from Commissioners, directed staff to bring back for further discussion a revised Airport Tenant Special Event Request form and procedure for current Airport tenants.

**9B.** Jim Gates spoke.

**10. ADJOURNMENT**

**MOTION:** At 8:36 p.m., Commissioner Ross moved to adjourn this meeting to July 12, 2018 in the West Annex meeting room at 7:00 p.m. Commissioner O'Brien seconded the motion; a roll call vote reflected approval.

###

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

**Members of the Commission:**

**SUBJECT: Request that the Airport Commission review and recommend an amended Airport Tenant Special Event Request form and procedures for current Airport tenants.**

**RECOMMENDATION**

The Facilities Operations Manager recommends that the Airport Commission review and recommend an amended Airport Tenant Special Event Request form and procedure for current Airport tenants.

**FUNDING**

Funding is not applicable.

**BACKGROUND/ANALYSIS**

At its meeting of November June 14, 2018, the Airport Commission considered a special event form and procedure for tenants in City owned hangars. Your honorable body did not concur with the proposed tenant special event request form, and further directed staff to bring back a revised form with possible exemptions for future discussion.

On June 25, 2018, staff met with representatives from the Del Amo Flyers and Torrance Airport Association to discuss options for Airport organizations and private tenants, and how to incorporate their needs in the revised request form. Changes were made, including listing several specific Airport organizations as exempt (Attachment A). The request does not require the tenant to secure any permits, alcohol licenses, or security, but does require additional insurance requirements for any function being held in a City owned hangar.

If the Commission concurs with the recommendation, staff would then transmit an agenda item to be brought forward to the City Council for approval.

Respectfully Submitted,



Shant Megerdichian  
Facilities Operations Manager

**Attachments:**

- A – Revised Airport Tenant Special Event Request form and procedure
- B – Letter from Jim Gates from June 18, 2018



# City of Torrance

## Torrance Municipal Airport – Zamperini Field Hangar Tenant Special Event Request

### Event Request Instructions

- STEP 1: Complete pages one through three of this request form.
- STEP 2: Submit the application with appropriate supporting documents to the Airport Administration by fax, email or in person. Fax to (310) 784-7930 Attn: Airport Manager. All requests require at least a two week notice.
- STEP 3: The Airport Manager will review the application determine if the event is approved or denied.

\*The following Airport organizations are exempt from this request process:

Del Amo Flyers, Civil Air Patrol, 99's and Torrance Airport Association.

Organizers from these groups must notify Airport Administration within two weeks of the proposed event and must provide insurance coverage as set forth in this event request form.

### Event and Insurance Requirements

#### Event Requirements

- A. Special Event approval is only applicable to Airport tenants within City owned hangars.
- B. All ramp and/or taxi lane areas to be closed by Airport Operations as necessary for each event.
- C. Provide physical boundaries around the event as necessary.
- D. Provide a parking plan that is equal to the attendance.
- E. Notification of event to adjacent hangars to be coordinated through Airport Administration.
- F. Hangar door must be open at all times during event.
- G. Any cooking must be done outside of the hangar.
- H. All events must conclude at 9pm.

#### Insurance Requirements

Hangar tenants submitting a special event request must have all Airport insurance requirements current and on file with the Airport Administration. This includes premises liability and aircraft insurance as required in the Hangar Rental Agreement.

In addition, the applicant must provide, at its sole expense, the following insurance:

1. Automobile Liability, including owned, non-owned and hired vehicles, with at least the following limits of liability:
  - a) Primary Bodily Injury with limits of at least \$500,000 per person, \$500,000 per occurrence; and
  - b) Property Damage of at least \$250,000 per occurrence; or
  - c) Combined single limits of at least \$1,000,000 per occurrence
2. General Liability including coverage for premises, products and completed operations, independent contractors and vendors, personal injury and contractual obligations with combined single limits of at least \$1,000,000 per occurrence.
3. Vendors Only - Workers' Compensation with limits as required by the State of California and Employers liability with limits of at least \$1,000,000.

# City of Torrance

## Torrance Municipal Airport – Zamperini Field Hangar Tenant Special Event Request



### Applicant Information

Name of Event: \_\_\_\_\_ Date: \_\_\_\_\_

Requesting Organization: \_\_\_\_\_

Private       Non-Profit       Non-Profit ID \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Contact Person \_\_\_\_\_ Cell \_\_\_\_\_

### Event Information

Type of Event:

- Airport Hangar       Aircraft Display       Charity Event       Private Party  
 Outdoor Exhibit       Lecture       Fundraiser       Car Show  
 Other \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

Anticipated Attendance: \_\_\_\_\_

Describe All Details of the Event's Activities:

Additional Elements (Check all that apply):

- Amplified Sound       Serving of Alcohol       Fencing       Restrooms\*  
 Airport Parking       Ingress/Egress       Food Sales  
 Tent       Vendors       Temporary Structures  
 Other \_\_\_\_\_

\*Restrooms may be required depending on size and location of event.



# City of Torrance

## Torrance Municipal Airport – Zamperini Field Hangar Tenant Special Event Request



### Event Information Continued

Private Security:

Name of Firm

Contact Person

Address

City

State

Zip

Phone

License Number

Yes

No

Number of Guards

Armed

Please provide event information which must include the following:

- Site Map
- Security Plan
- Event Ingress and Egress
- Parking Plan
- Fencing/Barricades
- Trash/ Clean Up Plan
- Restrooms
- Tents or Other Temporary Structures

### Airport

CONDITIONS:

		Approved	
		Denied	
Department Signature		Date	

# City of Torrance

## Torrance Municipal Airport – Zamperini Field Hangar Tenant Special Event Request



### Torrance Municipal Airport – Zamperini Field Hangar Tenant Special Event Alcoholic Beverage Requirements

- A) Alcoholic beverages on the Airport premises must be contained within the hangar at all times.
- B) Alcoholic beverages may not be served after 9 p.m.
- C) Alcoholic beverages may not be served to any individuals less than 21 years of age, nor at any event where 50% or more of the guests are under the age of 21.
- D) All caterers, bar service companies or tenants hosting an event must name Torrance Municipal Airport as additional insured and carry a minimum of \$1,000,000 Liquor Liability Insurance

#### Agreement

I hereby certify that (1) the information in this application is true to the best of my knowledge; (2) I will ensure compliance with the conditions of the permit, including any attachments, and obtain approval for changes in the original permit; and (3) Failure to comply with these requirements may result in the immediate cancellation of this agreement.

Name (Print)

Title

Signature

Date

Torrance Airport Administration  
3301 Airport Drive  
Torrance, CA 90505  
310.784.7900  
310.784.7930 FAX  
Email: [AirportAdmin@TorranceCA.gov](mailto:AirportAdmin@TorranceCA.gov)

# City of Torrance

## Torrance Municipal Airport – Zamperini Field Hangar Tenant Special Event Request



### FOR AIRPORT USE ONLY

#### Additional Conditions (If Applicable)

DEPARTMENT:	
Department Signature	Date

#### Additional Information

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#### Action Check List

	Event Element	Action Required
<input type="checkbox"/>	Sound Permit	
<input type="checkbox"/>	Parking	
<input type="checkbox"/>	Restrooms	
<input type="checkbox"/>	Barricades	
<input type="checkbox"/>	Tent	
<input type="checkbox"/>	Vendors	
<input type="checkbox"/>	Food Preparation	
<input type="checkbox"/>	Food Sales	
<input type="checkbox"/>	Notifications	
<input type="checkbox"/>	Insurance Certificate	
<input type="checkbox"/>	Generator	
<input type="checkbox"/>	Games/Rides	
<input type="checkbox"/>	Repeating Event	
<input type="checkbox"/>	Other	

Date: June 18, 2018  
 To: Shant Megerdichian, Airport Commission  
 From: Jim Gates  
 Subject: Hangar Tenant Special Event Request form and process

At the Commission meeting 6/14/2018, the proposed form was voted down. I would like to make some suggestions that will clearly define what events require approval and which ones are exempt. This should save your office a lot of time processing requests for events that are clearly exempt.

At the top of the "Event Request Instructions", before "step 1", include the following paragraph:

***Events in city-owned hangars (East Ts) are exempt from this request process if:***

- ***no more than two adjacent hangars are used for the event,***
- ***the event is sponsored by the respective tenant(s),***
- ***attendees only include the tenants' friends, and/or relatives,***
- ***the hangar doors remain open during the event,***
- ***any cooking will be done outside the hangar(s).***

***Events also exempt from this request process are those held in the East Ts by Del Amo Flyers, Civil Air Patrol, 99s and similar legacy airport organizations.***

I have been a hangar tenant for 40 years and have attended scores of such events in the East Ts--many impromptu. Attendances have varied from a couple of people to nearly 100 (at memorial services and organizations' events). I have never encountered a problem. As licensed pilots and aircraft owners, the tenants of the East Ts are far more responsible than some members of the general public, and self-policing has been quite successful.

There is no public access to the East Ts. The only way for non-tenants to enter is through the card-controlled gate--using the tenants' card and permission. That precludes the need for security.

These events are usually held in the evening and only involve the tenant(s) hangars and adjacent taxi lane space--not any other parts of the airport. Parking is done along the edge of the taxi lane and cars are moved if another tenant needs access to a blocked hangar. No tents, vendors, fencing, food sales, tents or other structures are used and anyone needing to use the restroom can drive to the bathroom. The attendees always clean up the area at the end of the event--it is their hangar, after all. This precludes the need for a site map, event ingress/egress plan, parking plan, fencing/barricade plan, trash/clean-up plan, additional restrooms, and tents or other temporary structures.

Events that include alcohol (usually only wine and beer) are "pot-luck" affairs and the attendees bring it along with the food. As pilots, we know that a DUI conviction can result in the loss of flying privileges and we are therefore very mindful of our intake.

The permit process, as presented at the last Commission meeting, appears to be a solution in search of a problem. There have been no problems for 40 years--we should leave it that way.

Commission meeting of  
JULY 12, 2018

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 Month of December 2017.

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: July 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 Shant Megerdichian at  
(310) 784-7900.

**ITEM 8A**

REPORT 1

ZAMPERINI FIELD

HANGAR AND TIEDOWN INFORMATION

Total Number of City-Owned Hangars	341
Total Number of Hangar Vacancies	3
Total Number of Airport Tiedowns	181
Total Number of Tiedowns Available	58

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 \$0.546/sq. ft. per month for Torrance Residents.  
\$0.613/sq. ft. per month for Non-Residents.

REPORT 2

**ONGOING PROJECTS  
JULY 12, 2018**

1. Burned Hangars – Plan check approval in process.

**NON-  
INFRASTRUCTURE**

**Capital Projects**

	<u>FEAP #</u>	<u>PRIMARY FUNDING</u>	<u>PROJECT TOTAL</u>
Exec Hangar Door Replacement	FEAP-854	AIRPORT	25,000.00
<b>Total</b>			<b>\$25,000.00</b>

### REPORT 3

#### JULY 2018 AIRPORT MEETING ROOM SCHEDULE

7/7	INDIVISIBLE SOUTH BAY	2:00PM-4:00PM	A & B
7/10	SCOREPOP	9:00AM-12:00PM	A & B
7/10	BOY SCOUTS	8:00PM-9:00PM	A & B
7/11	SAA	12:00PM-1:00PM	A & B
7/11	TAA/FAA	6:30PM-9:30PM	A & B
7/12	SO BAY QUILTERS	10:00AM-12:00PM	A & B
7/13	SCOREPOP	8:00AM-11:00AM	A & B
7/13	TOASTMASTERS	11:30AM-2:30PM	A & B
7/13	GLOBAL DEVLPMT CONCEPT FNDRY	3:00PM-5:00PM	A & B
7/14	COUPLES THERAPY	12:00PM-6:00PM	A & B
7/15	TORRANCE/LOMITA REP ASSEMBLY	3:00PM-5:00PM	A & B
7/17	SCOREPOP	9:00AM-12:00PM	A & B
7/17	BLUE TRAIN TUTORING	3:00PM-5:00PM	A & B
7/17	SOARING UNION OF LOS ANGELES	7:00PM-8:00PM	A & B
7/18	SAA	12:00PM-1:00PM	A & B
7/18	66TH ASSEM REPUB. CENTRAL COMMITY	7:00PM-9:00PM	A & B
7/19	SCOREPOP	9:00AM-12:00PM	A & B
7/19	BLUETRAIN TUTORING	3:00PM-5:00PM	A & B
7/21	CBWLA	8:00AM-4:00PM	A & B
7/22	CBWLA	8:00AM-4:00PM	A & B
7/23	SO CAL BNI	10:30AM-1:30PM	A & B
7/23	SO CAL BNI	2:30PM-5:30PM	A & B
7/24	SCOREPOP	9:00AM-12:00PM	A & B
7/24	BLUETRAIN TUTORING	3:00PM-5:00PM	A & B
7/24	SO BAY ORCHID SOCIETY	7:00PM-8:00PM	A & B
7/25	SAA	12:00PM-1:00PM	A & B
7/26	SCOREPOP	9:00AM-12:00PM	A & B
7/26	BLUETRAIN TUTORING	3:00PM-5:00PM	A & B
7/27	GLOBAL DEVELOPMENT CONCEPT	2:00PM-5:00PM	A & B
7/31	SCOREPOP	9:00PM-12:00PM	A & B
7/31	BLUETRAIN TUTORING	3:00PM-5:00PM	A & B



## REPORT 4

### HANGAR WAITING LIST

1	Brown, P.	11/02/11	EXEC
2	Schmidt, O.	01/17/12	MEDIUM
3	Wolfbrant, R.	06/18/12	MED/EXEC
4	Giannola, P.	08/08/12	MED/EXEC
5	Bohner, R.	08/21/12	EXEC
6	Freitag, D.	11/05/12	EXEC
7	Striplin, D.	04/17/13	MED/EXEC
8	Myronowicz, C.	05/01/13	MED/EXEC
9	Dwoskin, D.	07/15/13	MEDIUM
10	Deaver R.	10/22/13	EXEC
11	Ellison, B.	11/05/13	EXEC
12	Adams, R.	01/10/14	EXEC
13	Grau, W.	01/31/14	EXEC
14	Yarymovych, N.	05/05/14	MED/EXEC
15	Bentley, D.	07/17/14	MED/EXEC
16	Rietdyk, G.	11/26/14	MED/EXEC
17	Deal, J.	03/12/15	MED/EXEC
18	Deal, B.	03/12/15	MED/EXEC
19	Myers, L.	03/12/15	MED/EXEC
20	Reisman, G.	08/20/15	MEDIUM
21	Garcia, D.	08/20/15	MED/EXEC
22	Hadley, L.	08/31/15	MEDIUM
23	Schladen, M.	02/18/16	MEDIUM
24	Robinson, A.	03/22/16	MEDIUM
25	Broen, P.	05/06/16	EXEC
26	Macey, B.	08/02/16	MED/EXEC
27	Van De Velde, D.	09/26/16	MEDIUM
28	Woodside, D.	12/29/16	MED/EXEC
29	Ristevski, B.	01/09/17	MEDIUM
30	Mabry, M.	01/24/17	MED/EXEC
31	Geiger, G.	02/06/17	EXEC
32	Adli, B.	02/22/17	EXEC
33	Constable, W.	03/23/17	EXEC
34	Stewart, D.	04/07/17	EXEC
35	Regan, K.	05//24/17	MEDIUM
36	Gerts, I.	06/27/17	MEDIUM
37	Boyarsky, A.	10/09/17	SMALL TYPE B/MED
38	Armstrong, S.	11/14/17	MEDIUM
39	Levine, M.	01/26/18	MEDIUM
40	Bryson, Z.	03/22/18	EXEC
41	Falstrup, D.	03/27/18	MED/EXEC
42	Sears, M.	04/09/18	SMALL TYPE B
43	O'Connell, A.	04/16/18	SMALL TYPE B
44	Cacciarelli, T.	04/23/18	SMALL TYPE A OR B
45	Mokover, N.	06/25/18	SMALL TYPE B/MED
46	Zimmer, C.	07/02/18	SMALL TYPE A OR B
47	Yamaoka, A.	07/03/18	SMALL TYPE B

## Summary of Changes to Hangar Waiting List

### Applicants From Waiting List Who Received Hangars

Toddun, W.	05/29/18	Small Type A or B
Yau, J.	06/18/18	Small Type A or B
MacMillan, D.	06/29/18	Small Type A or B

### New Waiting List Applicants Added

Yau, J.	06/18/18	Small Type A or B
MacMillan, D.	06/18/18	Small Type A or B
Mokover, N.	06/25/18	Small Type B/Med
Zimmer, C	07/02/18	Small Type A or B
Yamaoka, A	07/03/18	Small Type B

### 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 MAY 2018

OPERATIONS	-----TOTAL	9,389
INCIDENTS	-----	3
ACCIDENTS	-----	0
PERCENT OF OPERATIONS	-----	.03

#### **MAY 2018 INCIDENTS:**

5/5/2018 13:00- Cirrus aircraft experienced a flat tire on run up on 29R. Airport102 towed back to TD spot without further incident. TFD was not required.

5/18/2018 1700- After takeoff, Gyroplane experienced vibration and landed safely on 29R. Tip of one prop had broken off. Airport 102 assisted push back to hangar. No further incident. TFD was not required.

5/26/2018- 15:50- Airport 102 responded to tower call about a Glasair aircraft having a flat on 29R run up. Aircraft was towed to hangar without further incident. TFD was not required.

#### *Definitions:*

**ACCIDENT:** 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 JULY 2018

- 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

### 2017/2018 OPERATIONS TOTALS

Month	Year	Operations		Month	Year	Operations
January	2017	7,611		January	2018	10,107
February	2017	6,040		February	2018	8,855
March	2017	9,944		March	2018	8,886
April	2017	10,833		April	2018	9,018
May	2017	9,667		May	2018	9,389
June	2017	9,966		June	2018	
July	2017	9,277		July	2018	
August	2017	9,687		August	2018	
September	2017	9,870		September	2018	
October	2017	9,364		October	2018	
November	2017	8,753		November	2018	
December	2017	8,778		December	2018	

**Airport Operations Totals**

