



**CITY OF EL PASO DE ROBLES**  
"The Pass of the Oaks"

***AIRPORT ADVISORY COMMITTEE***  
**MINUTES**

**Thursday, December 10, 2009 - - 7:00 PM**  
**Airport Terminal Conference Room – 4900 Wing Way**

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**CALL TO ORDER** - Roll Call:

Committee members: Caruthers, Cook, Diefenderfer, Kenyon, & Rice  
Staff: Meg Williamson, Roger Oxborrow

**PUBLIC COMMENT**

Phil Corman addressed the pending hangar lease issue. He stated there are 3 different interest levels involved: (1.) the leaseholder; (2.) the tenants; & (3.) the Airport. His association is looking to maximize the value of the airport, in general, and thus, their concerns are for the long-term benefit of the airport and its place in the community.

**COMMITTEE BUSINESS**

**1. Minutes**

A motion by Mr. Kenyon, seconded by Mr. Cook to approve the October 29, 2009, minutes passes unanimously.

**2. Sub-Committee Reports**

- City Liaison – No report.
- Airport Promotion – No report.
- Airport Business Plan – The Business Plan sub-committee report advised that we are still working to prioritize the various goals and specific elements of the plan. Some were questioning why we would move forward with short-term activities (branding, brochure, etc.) when those are really elements contained in the overall scope of the plan. The answer is the need to show short-term progress in the overall process and to help bring more stakeholders on board earlier, as they see the benefits of the effort. The sub-committee will meet and finalize the overall scope prior to the January committee meeting, and there make a draft presentation to the committee. Mr. Kenyon suggested that since he is now serving alone on this sub-committee, another member might wish to assist. Chairman Caruthers thanked Mr. Diefenderfer for volunteering to lend his expertise.

**DISCUSSION**

**3. Airport Capital Improvement Plan**

Staff provides an outline of the overall grant funding process and the procedures to submit application for the various funds, as they become available. The annual project list is updated and then submitted to both the State and the FAA, so as to conform to their requirement schedules, and also coincide with the City's own capital planning process.

The list of projects planned for the next five-year period is reviewed. The list includes an environmental review of all the anticipated projects in order to comply with future project requirements. Next year is the time to review and consider the need for updates to the Airport Master plan. The easterly extension of Propellor Drive remains under consideration. The easterly extension of the mid-field taxiway 'C' is discussed. Existing lighting systems have been in service for more than 20 years, so a rehabilitation/replacement project is considered. There is a need or improved storm drainage of the terminal apron area those alternatives are discussed. The remaining years of the plan focus on the rehabilitation and preservation of the existing taxiway surfaces, as needed.

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Public comment includes a suggestion from Mac Gleim that the committee consider including in the master plan review, the need for additional local services, particularly an airplane wash rack. He also noted that the master plan should continue to consider Paso Robles as a prime area for development of some of the next generation air carrier services that will undoubtedly be using smaller aircraft and more frequent flights. He also addressed the need to continue to plan for additional commercial development on the airport.

**A motion** by Mr. Cook, seconded by Mr. Diefenderfer to recommend approval of the list to the City Council passes unanimously.

**4. Development Status Report**

Staff advises that both City and County activity levels are low; therefore there is nothing to report, however, both are being monitored for any activity of interest to the Committee. The annual development summary that is customarily provided by the Planning Department for the January meeting looks equally bleak. The committee therefore asks to postpone the Planning Dept. briefing until later in the year, when more activity might be in process and available to discuss.

**Director/Manager Business**

- The proposed sublease for the private hangars is nearing resolution and anticipated to be presented to the City Council for review in early January..
- Review of the restaurant proposal continues with anticipated action shortly..
- Current issues with the FBO lease are now being pursued through legal alternatives. Further action is expected soon.
- The taxiway construction project has slowed because of the rain. As soon as it dries, the final dirt work and electrical will be completed.

**Committee Comments**

None

**ADJOURN** – 8:15 PM

to the regular meeting, January 28, 2009, 7:00 PM, 4900 Wing Way.