



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

**AIRPORT ADVISORY COMMITTEE
MINUTES**

Thursday, April 22, 2004 - - 7:00 PM
Airport Terminal Conference Room – 4900 Wing Way

CALL TO ORDER

Roll Call

Present: Committeemembers Agon, Caruthers, Miller, Morton & Rose;
Absent: Mitch Culver, Stan Levanduski
City Council Mr. Heggarty
Planning Comm: John Hamon
Staff: Meg Williamson, Roger Oxborrow

PUBLIC COMMENT None

OLD BUSINESS

Review of previous minutes: **A motion** by Mr. Miller, seconded by Mr. Agon, to approve the minutes of the March 25, 2004, meeting, as presented, passes unanimously.

DISCUSSION ITEMS

1. Airport Vision Statement

The Committee reviews the current Airport Vision Statement. Discussion suggests some elements of the Action Program may be dated and require revision. There is concern that work on the Vision Statement may detract from the Airport Master Plan adoption effort. **A motion** by Mr. Morton, seconded by Mr. Miller, to table the item until the Master Plan Update is adopted passes unanimously.

2. Airport Hangar Rules

Mr. Rose discusses the findings of the sub-committee, as presented in the draft document. City liability and responsibility for enforcement are discussed. Hangar liability insurance is discussed. A motion by Mr. Morton, seconded by Mr. Miller, to adopt Option A of the staff report - recommend adoption of the proposed amendment by the City Council - passes unanimously.

3. Sub-Committee Reports

Committee Bylaws – The status of the Council-adopted bylaws document is discussed. When requested, the sub-committee will be prepared to provide input in to developing the specifics for this committee document.

Rules & Regulations – The final draft of the Calm Wind Runway regulation will be presented at the next meeting. The automated UNICOM is discussed, along with the potential for modifying the existing ASOS equipment to provide runway advisory information. Staff will continue to work with the National Weather Service to determine the feasibility of the ASOS option before any other action is taken.

Airport Promotion – Mr. Agon reports on his meeting with the Chamber of Commerce and suggests the committee join the Chamber as a regular member in order to more effectively work together to promote the airport. The various committee efforts to promote airline service at the airport and their relationships are discussed. Staff will review the role of the Chamber in this and report back. Other methods of promotion are discussed. The Airport brochure needs to be updated. There needs to be more direct access to the Airport page on the City website.

City Liaison – Nothing further to report.

Airport Master Plan – The consultant is working on the Master Plan. The County Airport Land Use Commission has appointed a sub-committee to review the Airport Land Use Plan and prepare it for adoption.

Airline Committee – Nothing further to report.

NEW BUSINESS

None

DIRECTOR & MANAGER BUSINESS

Staff reviews the airport calendar of events for the summer. Operational provisions for some of the events, including taxiway closures are discussed. The status of the taxiway repair project and the FAA office roof replacement project are discussed. No action is taken

COMMITTEE COMMENTS

For the next meeting, the committee requests a review of the Airport Crash-Rescue Service and what impacts the recent modification to the Fire Department's Volunteer status will have on this service.

ADJOURN - 9:20 PM.

To the Next Advisory Committee Meeting May 27, 2004
Airport Terminal, 4900 Wing Way