



# CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

## AIRPORT ADVISORY COMMITTEE MINUTES

Thursday, May 22, 2008 - - 7:00 PM  
Airport Terminal Conference Room – 4900 Wing Way

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### **CALL TO ORDER** - Roll Call:

Committee members: Bray, Caruthers, Cook & Rose  
Absent: Mr. Kenyon  
City Council: Mr. Nemeth, Mr. Hamon  
Staff: Meg Williamson, Roger Oxborrow

**PUBLIC COMMENT** None

### **COMMITTEE BUSINESS**

#### **1. Minutes**

A motion by Mr. Rose, seconded by Mr. Bray to approve the March 27, 2008, minutes passes unanimously.

#### **2. Sub-Committee Reports**

- City Liaison – No activity to report. The major focus of public meetings recently has been the major long-term planning efforts in the downtown area.
- Airport Promotion – The Airport event calendar is discussed. Copies of the Flying Adventures magazine which featured the Paso Robles area were distributed. A similar article in Pilot Getaways magazine was also discussed.
- Airport Safety & Security – Many safety & security enhancements have now been implemented on the Airport. The committee discussed the ability implement the next level of security provisions – card locks and personal identification, should the need arise.
- Visitor Service Quality – Mr. Cook reported on the effectiveness of improved visitor services now being provided. The committee discussed further improvements outside of the FBO experience the should now be reviewed.

### **DISCUSSION**

#### **3. Sub-Committee Assignments**

After review of each of the sub-committee assignments, it is agreed that the work of the Visitor service Quality committee and the Airport Safety & Security sub-committee have essentially been completed. In order to effectively close them out, a final written report of their purpose and accomplishments would be appropriate to include in the committee records. Each subcommittee will provide the documentation. The committee further discussed the remaining goals of the City Council – specifically, to draft an Airport Business Plan. In order to see this work move forward, it was determined that a Business Plan subcommittee could begin to identify a work plan to achieve this objective. Mr. Bray presented a draft framework the work. Chairman Caruthers appointed Mr. Bray and Mr. Kenyon to begin the business plan effort.

**4. Development Status Report**

Current issues are the proposed sand mining operations in the vicinity and their impacts on Airport Road traffic, the continuing discussion of the future use of the Boys School facility, and the ongoing review of traffic impacts along the Highway 46 corridor. No action is taken.

**DIRECTOR/MANAGER UPDATE**

The Committee reviewed the latest fuel price survey. No action is taken.

**COMMITTEE COMMENTS**

None

**ADJOURN** – 8:07 PM to the next Committee meeting, June 26, 7:00 P.M., 4900 Wing Way.