



# CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

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

**Thursday, December 11, 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, Diefenderfer, & Kenyon  
Alternate: Wayne Rice  
City Council: John Hamon  
Staff: Meg Williamson, Roger Oxborrow

### **PUBLIC COMMENT**

Phil Corman (307 Montebello Oaks) introduces himself and informs the committee of his efforts to form an Airport Working Group. The focus of the group will be to improve the quality of service provided by the FBO. He looks forward to presenting the results of his work to the committee at a future meeting.

Alex Fisher (Paso Robles Jet Center) reports on the progress of the Jet Center over the past year. He identifies a significant list of amenities and services that are now offered to the public and the additional personnel that are now available to meet the needs of those who fly in.

Chairman Caruthers introduces new appointees Jason Diefenderfer and Wayne Rice (Alternate) and congratulates Mark Kenyon on his appointment as a regular member and Eric Cook on his reappointment.

### **COMMITTEE BUSINESS**

1. **Minutes**  
A motion by Mr. Bray, seconded by Mr. Cook to approve the September 25, 2008, minutes passes unanimously.
2. **Sub-Committee Reports**
  - City Liaison – Mr. Caruthers reports minimal activity during the election and committee interview processes.
  - Airport Promotion – No activity to report
3. **Recognition**  
Chairman Caruthers presents Ron Rose with a Certificate of Appreciation for his 10 years of service on the Committee. Appropriate words of acknowledgement followed.

**RECESS.** The Committee takes a short recess for refreshments in honor of Mr. Rose.

### **DISCUSSION**

4. **Airport Business Plan**  
Mark Kenyon leads a discussion of the resulting efforts of the Business Plan sub-committee in developing a basic structure for the plan. He outlines the points of focus that include encouragement of outside inquiries/investors, education of the public as to airport goals, internal management objectives and strategies, available resources and development priorities. The committee discussed further member involvement and specific task assignments. Mr. Caruthers will work with Mr. Bray to further refine the visions statement. Mr. Diefenderfer will research the availability of other plans to model. Staff will update the current inventory.

**5. Development Status Report**

Staff reports on a proposed project at the west end of Beacon Road, adjacent to the east Airport perimeter. The committee questions outside access and Airport security, as the public traffic to that side of the airport will increase. The project review process is discussed. No other action is taken.

**DIRECTOR/MANAGER UPDATE**

Staff reviews the latest fuel price survey. Prices remain within prescribed parameters. Staff reports on other airport activities, including a consultant selection process currently underway. The capital improvement project list and FAA funding process is discussed.

The committee receives a memorandum from the City manager requesting input into the City Council's goal setting process in the coming months. A special workshop is requested. The Committee agrees to meet on Thursday, January 15<sup>th</sup>, to prepare the requested information.

**COMMITTEE COMMENTS**

Chairman Caruthers publicly expresses appreciation to Councilmember Gary Nemeth for his service as Council liaison to the Airport Advisory Committee and his general support of the Airport.

Mr. Diefenderfer asks if the Airport has ever designated a 'sister airport' to work with. He asks if we have a survey form for visiting aircraft. He asks if we have a current inventory of available land. He questions traffic pattern procedure and the practices of certain local pilots. Staff will provide the requested information and work to resolve the concerns expressed.

**ADJOURN** – 9:10 PM to the next Goal Setting Workshop, January 15<sup>th</sup>, 2009, 7:00 P.M., 4900 Wing Way.