



City of PASO ROBLES AIRPORT COMMISSION

AGENDA – REGULAR MEETING January 28, 2021, at 6:30 p.m.

In compliance with the State and County Shelter at Home Orders, and as allowed by the Governor's Executive Order N-29-20, which allows for a deviation of teleconference rules required by the Ralph M. Brown Act, Airport Commission meetings will be held by teleconference only until further notice.

Interested persons may attend this meeting virtually. Contact the Airport office for connection instructions prior to the meeting. Anyone who would like to submit comments or material to the commission may do so via email to airportcommission@prcity.com, or contact the Airport Office at 805-237-3877 or airport@prcity.com for alternate arrangements.

6:30 PM - CALL TO ORDER PLEDGE OF ALLEGIANCE

ROLL CALL Commissioners Phoebe Brown, William Britton, Martin Caskey, Marc Dart, Tony Gaspar, Gary Marshall and Chairman Eric Cook

PUBLIC COMMENT

The public may address the Commission on items within the Commission's purview but not scheduled on the agenda. PLEASE BEGIN BY STATING YOUR NAME AND ADDRESS. EACH PERSON IS LIMITED TO 3 MINUTES. Any person or subject requiring more than three minutes may be scheduled for a future Committee meeting or referred to a sub-committee or staff. Those persons wishing to speak on any item scheduled on the agenda will be given an opportunity to do so at the time that item is being considered.

CONSENT AGENDA

1. Approve minutes of the December 10, 2020, Regular Meeting.

PRESENTATIONS - None

DISCUSSION ITEMS

2. Lease Proposal – Yanks Air Museum

The Commission is requested to review a proposal from the Yanks Air Museum to lease 20 acres of airport property for the construction of a museum facility. The site is that area located south of the Port-A-Port hangars and between the Boys School and the main runway 1-19. The specific details and deal points of the lease agreement are not ready for consideration at this time, but the general concept of a second museum and its benefit to the airport is the central part of the request. A more detailed scope of the agreement will return for Commission review at a later date.

3. Airport Leasing Policy

At the December meeting, the Commission was introduced to the proposed amendments to the Airport Leasing Policy and the background prompting the changes. It was felt that there was considerable information that required study and review before a decision should be reached. The matter was continued to the next meeting in order to allow time for that required study. The Commission will continue their discussion and determine an appropriate course of action to take to move this review process forward.

4. Commission Work Plan

Historically the Commission considers an organized workplan to guide their intended course of action for the year. The 2020 Work Plan is attached for review. A new list can be developed for the coming year, at the discretion of the Commission.

5. Airport Fuel Concession

The current concession agreement for the airport fuel vendor expires in June of this year. A strategy for continuing fuel service to aviation users needs to be developed and implemented very soon. Staff is requesting the Commission to appoint a sub-committee to review the existing agreements and then provide recommendations as to an appropriate course of action. The full Commission will be asked to review the plans at their next meeting.

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DIRECTOR/MANAGER UPDATES

CITY COUNCIL LIAISON DISCUSSION

COMMISSION BUSINESS, REPORTS AND REQUESTS

ADJOURN Next Regular Meeting: 6:30 p.m. on March 25, 2021, at the Airport, 4900 Wing Way.



City of PASO ROBLES
AIRPORT COMMISSION
MINUTES – REGULAR MEETING
December 10, 2020 at 6:30 p.m.

In compliance with the State and County Shelter at Home Orders, and as allowed by the Governor's Executive Order N-29-20, which allows for a deviation of teleconference rules required by the Ralph M. Brown Act, Airport Commission meetings will be held by teleconference only until further notice.

Interested persons requested access to the virtual meeting. A total of 17 participants were observed online.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE - 6:30 PM

ROLL CALL –

Commissioners: Phoebe Brown, Bill Britton, Martin Caskey, Marc Dart, Gary Marshall, Tony Gaspar (arrived at 6:40) and Chairman Eric Cook
Absent: None
City Council: John Hamon (Called away to a special City Council meeting.)
Staff: Christopher Alakel, Roger Oxborrow, Vikki Kuntz

COMMISSION BUSINESS

Interim Public Works Director, Christopher Alakel administers the Oath of Office to New Commissioners Phoebe Brown and William Britton.

PUBLIC COMMENT – None

CONSENT AGENDA

1. Meeting Minutes – **A motion** by Mr. Britton, seconded by Mr. Marshall, to approve the Consent Agenda as presented, passes with four affirmative votes, two abstentions and one absence. The Consent Agenda consists of the minutes of the October 28, 2020 meeting.

DISCUSSION ITEMS

2. Airport Hangar Rules Update

The Commission reviewed the proposed amendment to the Hangar Rules section of the Airport Rules & Regulations as presented by the assigned sub-committee. After a brief introduction by staff, Commission discussion centered on the provisions for required hangar inspections, allowable flammable storage in the hangars, including fuel content in the hangared aircraft, and the provision for allowing longer-term amateur-built aircraft projects in the private hangars. Staff suggested modifications to the language which appeared then to be acceptable to the Commission. Further consultation with sub-committee members will assure that the intent of the Commission's concerns are adequately addressed. Public comment is received from Dave Fretwell, Alex Schoepel, Donelle Morgan, Mark Lisa and Rick Minton. **A motion** by Commissioner Gaspar, seconded by Mr. Marshall, to forward the document to the City Council with a recommendation to adopt, once the requested modifications are made, passes unanimously.

3. Airport Leasing Policy

The Commission reviewed the revisions to the Airport Leasing Policy, as proposed by the appointed sub-committee. Basic concepts were reviewed with a discussion of possible solutions to the long-term problems being encountered. After discussion, **a motion** by Mr. Gaspar, seconded by Mr. Marshall to continue the review of this document to the next meeting, thereby providing additional review time for the commissioners to study the alternatives, passes unanimously.

4. Airport Capital Improvement Plan

The Commission reviewed the Airport Capital Improvement Program project list that is presented to the FAA as part of the annual grant funding program. This list continues the ongoing plan to maintain existing airport facilities and to construct new improvements where needed. No action is taken at this time.

DIRECTOR/MANAGER UPDATES

The Commission received progress reports on current airport projects.

- As of this date, the Environmental Assessment document for the airport solar project has received FAA approval and is now published for 30 days of public review before the final acceptance letter is received.
- The review process of the updated Airport Layout Plan is now complete and the approved document is now available for use.
- New radar facilities at Camp Roberts are available for general aviation instrument flight training. Future training opportunities may be available for use at our airport.

CITY COUNCIL LIAISON DISCUSSION - None

COMMISSION BUSINESS, REPORTS AND REQUESTS - None

ADJOURN – 7:55 PM: Next Meeting: 6:30 p.m., January 28, 2021. The use of the virtual format is anticipated. Otherwise, the stated location is the Airport Terminal, 4900 Wing Way.