



City of PASO ROBLES AIRPORT COMMISSION

AGENDA – REGULAR MEETING March 28, 2019 at 6:30 p.m.

Airport Terminal Conference Room, 4900 Wing Way, Paso Robles

6:30 PM - CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL Commissioners Martin Caskey, Mitch Culver, Tony Gaspar, Gary Marshall, Michael Perez Robert Shannon, 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 January 24, 2019, Regular Meeting.

DISCUSSION ITEMS

2. Sub-committee Report – Airport Development
The sub-committee will report their discussions to develop a plan for future hangar development on the airport.

DIRECTOR/MANAGER UPDATES

Staff will update the Commission on the progress of the various capital projects currently underway.

- Airport Solar project – Continues under FAA Environmental Review.
- Cell Tower construction – No activity.
- Environmental for the Propeller Drive extension and the Helipad Expansion – In Process.
- Restaurant Patio Cover Project – Bid Opening Next Week.
- Hangar Lease RFP – Open until Late April.

CITY COUNCIL LIAISON DISCUSSION

- City Council Meeting Highlights

COMMISSION BUSINESS, REPORTS AND REQUESTS

ADJOURN Next Regular Meeting: 6:30 p.m. on May 23, 2019, at the Airport, 4900 Wing Way.



City of PASO ROBLES

AIRPORT COMMISSION

MINUTES – REGULAR MEETING

January 24, 2019

Airport Terminal, 4900 Wing Way, Paso Robles

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

ROLL CALL –

Commissioners: Martin Caskey, Eric Cook, Mitch Culver, Tony Gaspar, Gary Marshall, Michael Perez and Robert Shannon

City Council: John Hamon

Staff: Dick McKinley & Roger Oxborrow

PUBLIC COMMENT - None

CONSENT AGENDA

1. Meeting Minutes – **A motion** by Mr. Gaspar, seconded by Mr. Marshall, to approve the Consent Agenda as presented, passes unanimously. The agenda consists of the minutes of the December 6, 2018, meeting.

DISCUSSION ITEMS

2. New Lease Proposal – RV Storage

Staff provides a brief introduction outlining a request received from Mr. Joe Gouin to lease a 5-acre parcel in the airport industrial park on Dry Creek Road. The project would be to construct covered storage for 250+ high-end RV's. Mr. Gouin outlined the scope of his project, provided renderings of the proposed site and its intended amenities, and identified the marketing strategy for his development. Questions and discussion by the commission did not identify any significant concerns or lack of support for the project. When it is finally developed and approved, the final version, along with the details of a lease agreement will return for Commission review.

3. Sub-committee Report – Airport Promotion

The Commission reviews the progress thus far by the sub-committee. Copies of the airport ad recently published in the Chamber of Commerce magazine were distributed for Commission review. Mr. Gaspar distributed a list of potential promotion topics and discussed options of additional publication and exposure. Mr. Shannon discussed social media and the airport presence there. The Sub-committee will continue their efforts and report at the next meeting.

4. Sub-committee Report – Airport Development

The Commission reviews the progress by the sub-committee thus far. Their first meeting consisted of a tour of the airport to review more suitable development sites. Commission discussion centered around hangar demographics, the current demand, and the options for individual hangar construction under the various scenarios. The sub-committee will continue their work and return to the next meeting with project sketches that may provide a more solid basis for commission review and consideration. Staff is requested to provide detailed drawings of two of the areas being specifically discussed.

DIRECTOR/MANAGER UPDATES

The Commission received brief reports on each of the current projects currently underway. No action is taken.

CITY COUNCIL LIAISON DISCUSSION

Highlights from the City Council meeting of January 15 is presented for commission review. Councilmember Hamon provides additional background information on current issues and matters under Council consideration. No action is taken..

COMMISSION REPORTS AND REQUESTS - None

Mr. Gaspar reminds fellow commissioners of the trust and responsibility that is placed on each as they serve in this position and challenges them to look around and find those areas where the airport can be improved and upgraded.

Mr. Marshall advises of a training that is available for commissioners. He will forward additional information.

Mr. Cook requests commissioners to consider additional items that could be incorporated into the commission work plan for this year and asks that the matter be placed on the next agenda for discussion.

ADJOURN – 8:35 PM

Next Meeting: 6:30 p.m., March 28, 2019, at the Airport Terminal, 4900 Wing Way.