



# City of PASO ROBLES

## AIRPORT COMMISSION

### MINUTES – REGULAR MEETING

January 24, 2019

**Airport Terminal, 4900 Wing Way, Paso Robles**

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#### **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.