



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

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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.

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

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**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 hangered 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.