



City of PASO ROBLES

AIRPORT COMMISSION

MINUTES – REGULAR MEETING

December 8th, 2022 at 6:30 p.m.

The City has returned to hybrid public meetings pursuant to AB 361, which allows for a deviation from the teleconference rules required by the Ralph M. Brown Act. Residents now have the option to attend the meeting in person or to participate remotely. Anyone wishing to participate in the meeting via the TEAMS platform may submit a request to the airport office at airport@prcity.com or by calling 805-237-3877 to obtain the access code and sign-in procedure.

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

ROLL CALL –

Commissioners: Ben Andros, Marc Dart, Tony Gaspar, Sarah Gipple, Bill Britton, & Eric Cook
Absent: Phoebe Brown
City Council: John Hamon
Staff: Freda Berman, Paul Sloan, Ryan Cornell, Mark Scandalis

PUBLIC COMMENT – No public comment

CONSENT AGENDA

1. Meeting Minutes .
2. Draft 2023 Airport commission meeting schedule

A motion by Mr. Dart, seconded by Mr. Britton, to approve the Consent Agenda as presented, passes unanimously. The Consent Agenda contains the minutes of the October 27th, 2022 Regular meeting and a draft 2023 Airport commission meeting schedule.

DISCUSSION ITEMS

3. Airport Budget Overview- Ryan Cornell

Administrative services coordinator Ryan Cornell gave an informational update on the status of the Airport Fund including revenue, expenses, and approved budget for capital improvement projects.

Commission questions/comments were as follows: Questions on fleet replacement expense and restrictions on transferring monies between City funds. A question on how to appropriate funds for marketing purposes, the amount of property tax the Airport fund receives. The expense the Airport is paying for IT services and that the IT services at the Airport should be commensurate with other City facilities, noting that currently internet connectivity at the Airport needs improvement. A question if lease rates on par with market rates. A note was made that the commission would like to see more detailed look at Airport revenue and expenses and that the Airport fee schedule needs to be reevaluated, with upward adjustments if necessary. Chairman Cook requested a copy of the presentation be distributed to the commission and would like the Airport to evaluate if collecting fees for transient aircraft if feasible.

Council member Hamon inquired about the revenue to the Airport fund for the solar development.

4. Nunno Corporation Hangar development update

Nunno Corporation gave an update on the status of their progress towards the hangar development outlined in their 2020 lease agreement. Preliminary plans from North Coast engineering were reviewed. Commission questions included: Questions on the ownership of the building improvements vs month to month rental agreements, construction of communal restrooms, necessity of fire sprinklers, and configuration of the hangar doors. If the development would be phased or completed in one project. The expected completion of the project and if there was a possibility the project never is completed, the most expensive costs of the project, and if the Nunno Corporation could periodically report on progress towards completion of the project.

Public comment from Kendal Pearson included a question if the development was commercial or noncommercial purposes.

5. Non-destructive testing preliminary data and recommendation from Tartaglia Engineering

Staff gave a presentation detailing Tartaglia engineering's preliminary results and recommendations following the airfield pavement analysis completed by Abatech Consulting Engineers. Staff recommended approving ACI Jet's request to host the Royal Airforce A-400M operations in 2023 with the restrictions detailed in the preliminary engineering analysis. Bill Borgsmiller of ACI Jet gave a presentation to the commission. Mr. Borgsmiller asked the commission to "Trust ACI Jet to manage the ramp for service & efficiency as we do at our other locations".

Commission discussion and questions included: A question about how many aircraft can be parked on the south ramp, if the required indemnification of the airfield covered only catastrophic events or if indemnification extended to long-term degradation of the pavement surfaces. A commissioner did not agree with the engineering reports authority to give recommend landing and departure procedures but recommended the Airport follow the engineering analysis for aircraft ground movement.

Public comment from Elliot Cannon included a question if the A-400M could turn around on the main runway and back taxi on the runway. Kendal Pearson was concerned with the planes on the south tiedown area being damaged when the A-400M taxis past them. Mr. Pearson also questioned what the plan was for FBO maintenance and AirJav aviation while the RAF uses the maintenance hangar for their parachute packing operations.

After discussion A **motion** was made by Tony Gaspar and seconded by Sarah Gipple to approve ACI Jet's request to host the RAF exercise for a period of 6 weeks starting January 2023. The motion included asking ACI Jet to communicate the recommended taxi route detailed in the engineer's report to the RAF pilots while giving ACI the discretion to park the RAF aircraft either on the main concrete terminal apron or the south ramp, as operations deemed necessary.

A role call vote was taken on the motion with YES votes from commissioners Gaspar, Gipple, Dart, Andros, and Britton. Chairman Cook voted NO on the motion. Commissioner Brown was absent.

6. Spaceport License Update -Paul Sloan

Economic development manager Paul Sloan gave an informational update on the recent Council adopted resolution authorizing roughly \$110,000 in funds to Cal Poly San Luis Obispo as payment to prepare the FAA part 420 Spaceport license.

7. Airport Farm License agreement recommendation – Premier Ag

Ben Andros recused himself due to a conflict of interest.

Staff gave a report on the request by Premier Ag to renew the Airport Farm license agreement. A **motion** was made by Sarah Gipple and seconded by Tony Gaspar to recommend the license agreement be sent to Council for adoption.

Ben Andros reentered the meeting.

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8. Sub-Committee Reports

Chairman Cook provided opportunity for each of the appointed sub-committees to report on their efforts since the last meeting and make any recommendations that would support the issues they are working on.

- Military Liaison (Gipple, Andros): Mr. Andros and Mrs. Gipple reported on talks with Camp Roberts potentially setting up temporary Air Traffic Control tower at the airport turning the class G airspace into class D airspace for the time of the California National Guard exercise.
- Promotion & Publicity (Brown, Gipple): No significant update from the subcommittee this meeting.
- Business Improvement Plan (Britton, Gaspar): No significant update from the subcommittee this meeting.
- Fuel Concession RFP (Cook, Dart, Andros): No significant update from the subcommittee this meeting.
- Hangar Construction (Gaspar, Dart): No significant update from the subcommittee this meeting.

DIRECTOR UPDATES

Public Works Director, Freda Berman gave an update on delays in PG&E workflow delays and the New Years Eve celebration in downtown City Park December 31st from 7PM-11PM.

MANAGER UPDATES

Airport Manager, Mark Scandalis gave an update on the appointment of Marc Dart to the SLO County Airport Land Use Commission, the completion of asphalt repairs at the Helipad and Fuel Island, the completion of the Terminal lobby tile floor and compass rose mosaic, Verizon Wireless' interest in installing a cell phone tower on airport property, and the designation of runway 13-31 as an FAA approved cross wind runway.

CITY COUNCIL LIAISON DISCUSSION

Mr. Hamon gave an update on the partnership between the City and Cal Poly to complete the FAA Spaceport license and the presentation at the previous Council meeting.

COMMISSION BUSINESS, REPORTS AND REQUESTS

None

ADJOURN –9:42 PM: Next Meeting: 6:30 p.m., February 24, 2022, at the Airport Terminal, 4900 Wing Way.