



City of PASO ROBLES

AIRPORT COMMISSION

MINUTES – REGULAR MEETING

April 22, 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 requested access to the virtual meeting. A total of 23 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 and Chairman Eric Cook
Absent: Gary Marshall
City Council: John Hamon
Staff: Paul Sloan, Christopher Alakel, Roger Oxborrow, and Vikki Kuntz

PUBLIC COMMENT – Marci & Ally Norkin-Schoepel inquired as to the Nunno sublease process.

CONSENT AGENDA

1. Meeting Minutes – **A motion** by Mr. Britton, seconded by Mr. Gaspar, to approve the Consent Agenda as presented, passes with six affirmative votes. The Consent Agenda consists of the minutes of the January 28, 2021 meeting.

DISCUSSION ITEMS

2. Airport Leasing Policy

The Commission was briefed on the staff report for the updated revisions to the Airport Leasing Policy, as proposed in the January meeting. The Commission is requested to consider the proposed changes and input from the sub-committee and determine whether to recommend moving forward to City Council for adoption or return to the sub-committee for further review. The Commission requested clarification on the Reversion process and how it is defined in the Policy. After discussion, it was agreed that the statement in the last paragraph of Section E on page 12 should receive added verbiage, after "...If the building improvements are allowed to remain...", then the statement - "*and no further lease extensions are granted*" should be added for clarification. Public comment also raised a question regarding concept of ownership at the end of a lease. Staff explained that the reversion to the airport after 30 years is standard FAA language. After discussion, **a motion** by Mr. Dart, seconded by Mr. Gaspar, to submit the Airport Leasing Policy to City Council for approval and passes with six affirmative votes.

3. Sub-Committee Reports

- Airport Fuel Concession

The Sub-Committee briefed the commission that after much discussion that it has recommended that city staff extend the existing lease agreement with ACI for one year. The Sub-Committee advised the commission that in the short time frame of the existing lease expiring it felt that the city did not have enough time to properly address putting together a Request for Proposal (RFP), and that by extending the existing lease would give ample time to address the issues of the existing needs of the fuel concession for the airport and the RFP process.

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- **Military Liaison**
Commissioner Caskey advised that there is much activity at Camp Roberts. He advised they do not anticipate utilizing the Paso Robles Airport any more than they do currently but that could change at any time. The next meeting (quarterly) will be around June 30th. Commissioner Britton asked about any plans for expansion. Commissioner Caskey advised that they are buying up the development rights of adjacent property around the base which will restrict future residential development. There will be expansion of airspace around the base, and at some point, additional expansion of the landing areas.
- **Airport Publicity and Promotion**
Commissioner Brown updated the Commission on her efforts for revamping the city's Airport website. She gave a brief run through of the website mockup and would like feedback from the Commission, any photos they can supply, information on upcoming events, etc. The website will not go live until the Commission approves the final mockup and city staff approves. Everyone thanked Commissioner Brown for all her efforts in putting this mockup together.

4. Business Improvement Plan

For the Commission's consideration for the items in the plan that have been enacted and or completed; as per the provision for a periodic review, city staff needs to determine what commission will do next. Staff has recommended putting together a sub-committee to act upon these items. Commissioners Gaspar and Britton volunteered to serve as a sub-committee to review the current plan and make recommendations.

DIRECTOR/MANAGER UPDATES

The Commission received progress reports on current airport projects.

- The FAA review process on the solar project is still ongoing.
- Environmental study continues on the planned Propeller Drive extension.
- Dry Creek Road reconstruction (Phase 2) was approved and awarded at the last Council meeting.
- Upcoming events include up the Museum Car Show & Swap Meet, and EAA summer camp.

CITY COUNCIL LIAISON DISCUSSION

Councilmember Hamon reported on projects that are currently underway in the City.

COMMISSION BUSINESS, REPORTS AND REQUESTS - None

ADJOURN – 7:52 PM: Next Meeting: 6:30 p.m., June 23, 2021. The use of the virtual format is anticipated. Otherwise, the stated location is the Airport Terminal, 4900 Wing Way.