



CITIZENS AIRPORT ADVISORY COMMITTEE
Paso Robles Municipal Airport

MINUTES

Thursday, December 9, 1999 • 7:30 PM
 Airport Office ——— 4912 Wing Way

**RECEIVED
 CITY CLERK
 JAN 14 2000
 CITY OF PASO ROBLES**

A. CALL TO ORDER

1. Roll Call

Present: Committeemembers Caskey, Cromwell, Miller, Morton, Rose;
 Alternates Brooks, Meeker;
 Absent: Corippo, Gleim;
 Staff: Jim App, Roger Oxborrow;

2. Review of Previous Minutes:

Minutes of October 28, 1999 reviewed and approved as presented.

3. Election of Officers

A motion by Cromwell, seconded by Miller, nominating Mac Gleim as Chairman passes unanimously.
 A motion by Cromwell, seconded by Rose, nominating Dick Morton as Vice-Chair passes unanimously.

B. PUBLIC COMMENT

Mr. Frank Rezych suggests that the Committee should focus intently upon a 20-year master plan with incremental benchmark objectives at 5-year intervals, and that trough this plan, the Airport should be opened up for additional hangar development.

C. DISCUSSION ITEMS

1. Consultant Selection - Airport Master Plan and Construction Projects

The Committee reviews the background and findings of the sub-committee appointed to reviews and make recommendation relative to the selection of the most qualified consultant for the Airport Improvement projects currently scheduled. After discussion, a motion by Mr. Miller, seconded by Mr. Cromwell, recommends adoption of the sub-committee's findings and forward to the City Council for action. The motion passes unanimously.

2. Airport Drainage Project - Taxiway 'F'

The Committee reviews drainage issues in the Dry Creek Road area. It is generally agreed that the entire area will need to have an overall plan designed for drainage, as development continues. In response to specific concerns by an individual tenant, the Committee felt that engineering justification presented by the tenant would be necessary to determine whether a drainage problem exists and, if it exists, identify options for resolving same. A motion by Mr. Miller recommends that the City undertake an overall plan to develop the drainage for the entire area; and the tenant be consulted regarding additional engineering justification that a more serious problem exists. The motion is seconded by Mr. Caskey and passes unanimously.

3. Sub-Committee Reports - Enforcement Issues

This item is tabled until the next meeting.

4. Operations Review

Staff reports on the progress of the planning for the Airport Terminal building. The City has also received grant funding from the State of California to augment the funds received from the FAA for the proposed construction project, and the master plan study update. The operational readiness of the Airport with respect to Y2K compliance was discussed.

D. COMMITTEE BUSINESS

None

E. CALENDAR

Next Meeting: January 27, 2000

F. ADJOURN

8:50 PM



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

LIBRARY & RECREATION SERVICES

MINUTES OF THE REGULAR MEETING PARKS AND RECREATION ADVISORY COMMITTEE DECEMBER 14, 1999

CALL MEETING TO ORDER

Meeting was called to order by Member Fairbairn at 4:07 p.m.

ROLL CALL

Members present: Members Dotter, Fairbairn, Roach, Thorndyke, Welch and Jolicoeur

Members absent: Members Berg, Conway and Parham

Member Late: Chairman Thorndyke

Council present: Councilman Baron

Planning Commissioner: Valerie Warnke

PUBLIC COMMENTS - None

CONSENT AGENDA

1. Approved Minutes of the November 9, 1999 meeting.

DISCUSSION ITEMS

2. **Parks and Recreation Rules, Regulations and By-Laws**

Committee reviewed the second reading of the revised Rules, Regulations and By-Laws. Member Welch made a motion, second by Dotter, to approve the Rules, Regulations and By-Laws and forward to City Council for adoption. Motion unanimously passed.

3. **REC, INCORPORATED** (Recreation Encouraging Community, Inc.)

Director advised the Recreation Division is working on getting a non-profit 5013C status patterned after the Library Foundation. Purpose is to financially support and augment any park and recreation activities approved by the Parks and Recreation Advisory Committee and REC, Inc. Director discussed recruiting members for this Committee. Each Advisory Committee member is to bring to the January meeting a list of names of people they think

would be a good member to serve on this Committee. The Director will bring an information packet for the Committee to review that will go to each prospective person.

4. **Election of Officers**

Member Fairbairn made a motion to nominate Brian Thorndyke, to continue as President, second by Member Dotter. Motion was unanimously carried.

Member Roach made a motion to nominate Robin Fairbairn as Vice-Chairman, second by Member Welch. Motion was unanimously carried.

5. **Open Space and Park Preservation**

Charlotte Gorton, Recreation Services Manager, discussed setting up an ad hoc Committee to work with the City Planning Commission, city staff, and Bob Lata, Community Development Director. Members Jolicoeur and Thorndyke will represent news of the Parks and Recreation Advisory in the concerns of open space and park preservation.

6. **Skateboard Park**

Member Roach advised Saturday, December 18, 1999 will be the skateboard park ground breaking ceremony at 10:00 a.m. at Pioneer Park. Members Berg and Roach will help out by selling T-Shirts. Councilman Baron advised the City Council found additional monies to build Phase I and II of the Skateboard Park. Completion is anticipated the summer of 2000. Charlotte invited all Advisory members to the ground breaking ceremony.

7. **Youth Commission**

Director advised after interviewing approximately 26 applicants, we have sworn in nine members and three alternate members of the Paso Robles High School to serve on the Paso Robles Youth Commission. Their first meeting will be Wednesday, December 15, 1999 at 4:00 p.m. at Centennial Park. Formal introductions to the City Council will be on Tuesday, December 21, 1999.

ADHOC COMMITTEE COMMUNICATIONS - None

CITY COUNCIL COMMUNICATION

8. **City Park Maintenance**

Member Fairbairn voiced concern that his letter to the City Manager of November 12, 1999 regarding maintenance of the City Park had not been answered. Councilman Baron will check with City Manager and get a response for Member Fairbairn as soon as possible.

EXECUTIVE MANAGERS REPORT

Discussed the Library and Recreation Department Christmas Newsletter recognizing the department's yearly accomplishments that will be sent to sponsors, City staff, Committees, etc.

Director discussed the Oak Park Youth Christmas Parties. Due to a number of interdepartmental challenges, the Angel Program will be postponed. However, the Oak Park children will still have gifts at their annual Christmas parties. Member Dotter would like to make sure the community knows these children are not forgotten just because we are not doing the Christmas Angel Program. There are numerous events planned for the Oak Park children. Recreation staff will be meeting with Heritage Oaks Bank after Christmas to discuss fundraising.

Art in Public Places Policy was passed by the City Council as proposed.

WRITTEN COMMUNICATIONS - None

ADVISORY BODY COMMUNICATIONS

9. **News Media**

Member Fairbairn discussed communicating with the Telegram Tribune regarding Parks and Recreation Advisory Committee programs, projects, etc. The Telegram Tribune would be willing to give the Advisory Committee approximately 500 words per week in their paper, if we would get a Committee commitment. Deadline for submitting this article is Thursday at noon for the following Wednesday paper and a name for our article is needed as well. It was mentioned having a monthly article might be better than a weekly commitment. This subject has been tabled to the January meeting.

10. **Youth Arts Foundation**

Member Fairbairn advised that Donna Berg's Architect's building placement plan encroached upon a City oak tree. Plans have been modified to move the building forward to avoid the tree. However, four required parking spaces will be lost. The plans are now in the hands of the Community Development Department.

UNSCHEDULED MATTERS

Member Fairbairn complimented Member Welch (who is also the Principal of the Paso Robles High School) on how motivated and ambitious the students were at the College Fair.

Committee members and staff discussed how they would like to do something in memory of Member Alice Sparrow recently deceased. Ms. Sparrow served on the Advisory Committee for more than ten years. Member Fairbairn will think about a memorial and bring back his ideas to the January meeting.

Director thanked all the Advisory Committee members, Council and Planning representatives for being on this Committee. Director feels very confident we are going in the right direction. Happy Holidays to all!

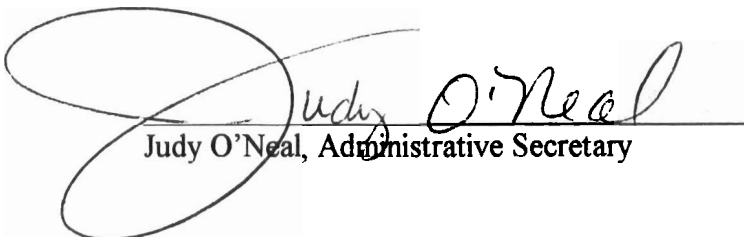
ADJOURNMENT:

Member Fairbairn made a motion to adjourn the meeting at 5:15 p.m. Motion was unanimously passed.

To next month's regular meeting of the Parks and Recreation Advisory Committee on Tuesday, January 11, 1999 at 4:00 p.m. at Centennial Park, Conference Room, 600 Nickerson Drive, Paso Robles.

Deadline for submitting items for the next regular Parks and Recreation Advisory Committee Agenda is Tuesday, December 23, 1999.

Respectfully submitted,


Judy O'Neal, Administrative Secretary

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
MONTHLY BOARD MEETING – JANUARY 11, 2000

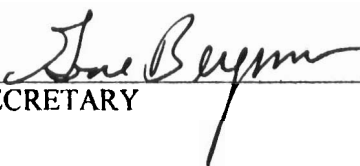
PRESENT:

CHAIRMAN: MR. CHET DOTTER
VICE CHAIRMAN: MR. BOB VELASQUEZ
COMMISSIONERS: MR. JOE DUTRA
MS. VICKY JEFFCOACH
MS. GLADYS MOORE
MR. RAY HAMPSON
MR. RICHARD STAINBROOK
SEC./DIR.: MR. GENE BERGMAN
RECORDER: MS. BLAIR LOWERY
GUESTS: MS. GRACE HILL
MS. TIFFANY JEFFCOACH
MS. GUILLERMINA ABARCA
MS. AMELIA GARCIA
MS. VI SHOE
MS. MARIA CORDOVA
MS. LUPE FLORES
MR. JOE RAMIREZ

1. THE MEETING WAS CALLED TO ORDER AT 6:05 P.M. BY THE CHAIRMAN MR. DOTTER. THE COMMISSIONERS REVIEWED THE MINUTES OF THE LAST MEETING. MR. HAMPSON MOVED TO ACCEPT THE MINUTES WITH A CHANGE TO ITEM 5, BAD DEBTS; THE AMOUNT TO BE WRITTEN OFF SHOULD BE \$1,748.00. MS. JEFFCOACH SECONDED, PASSED.
2. THE GUESTS WERE INTRODUCED. MS. TIFFANY JEFFCOACH CAME BEFORE THE BOARD WITH A PROPOSAL FOR MAINTAINING THE DANCE PROGRAM IN THE OAK PARK RECREATION PROGRAM. MS. JEFFCOACH IS IN THE PROCESS OF APPLYING FOR A 501C-3 TAX EXEMPT STATUS TO ESTABLISH A NON-PROFIT ORGANIZATION TO TEACH DANCE TO LOW INCOME CHILDREN. UNTIL THE 501C-3 IS COMPLETE MS. JEFFCOACH NEEDS A WAY TO CHANNEL THE FUNDS RAISED FOR THE PROGRAM. MS. JEFFCOACH REQUESTED THAT THE HOUSING AUTHORITY DEPOSIT AND DISBURSE FUNDS THROUGH THEIR BANK. MS. JEFFCOACH GAVE A BRIEF HISTORY OF THE DANCE PROGRAM AND HER GOALS FOR THE FUTURE. THE COMMISSIONERS DISCUSSED THE REQUEST FOR ASSISTANCE. MS. GRACE HILL SPOKE IN SUPPORT OF THE PROGRAM AND OF DONATIONS BEING MADE BY THE QUAL RUN COMMUNITY. MS. FLORES SPOKE OF BEHALF THE PARENTS PRESENT. THE DANCE PROGRAM IS A POSITIVE INFLUENCE ON THE CHILDREN AND THE BENEFITS EXTEND INTO THEIR SCHOOL WORK. AFTER ADDITIONAL DISCUSSION MS. HAMPSON MOVED TO TABLE THE DISCUSSION UNTIL THE FOLLOWING ISSUES HAVE BEEN ADDRESSED. 1. LIABILITY INSURANCE, 2. COORDINATING THE USE OF THE BUILDING WITH THE CITY RECREATION PROGRAM AND 3. CHECKING WITH HUD TO MAKE SURE THERE ARE NO PROBLEMS WITH TAKING IN THE DONATIONS AND RUNNING IT THROUGH THE HOUSING AUTHORITY BOOKS. SECONDED BY MR. DUTRA PASSED. MS. VICKY JEFFCOACH ABSTAINED.
3. RENT ROLL, CHECKS WRITTEN AND MONTHLY REPORT WERE REVIEWED. MR. DUTRA MOVED TO ACCEPT THE CHECKS WRITTEN AND MONTHLY REPORT, SECONDED BY MS. MOORE PASSED. MR. BERGMAN INFORMED THE COMMISSIONERS OF AN INSURANCE SETTLEMENT. MR. DOTTER ASKED MS. JEFFCOACH ABOUT THE CHRISTMAS PROGRAM AND IF THERE WAS SUFFICIENT MONEY RAISED TO COVER THE COST. MS. JEFFCOACH INFORMED THE BOARD THAT THERE WAS SUFFICIENT MONEY, BUT THEY HAD ALSO RESTRICTED THE NUMBER OF CHILDREN PARTICIPATING. MS. JEFFCOACH WAS ASKED

ABOUT THE MELODRAMA TRIP AND HOW MANY CHILDREN FROM OAK PARK ATTENDED. MS. JEFFCOACH ESTIMATED THAT APPROXIMATELY 50 ATTENDED.

4. 6 MONTH REPORT- THE COMMISSIONERS WERE GIVEN A COPY OF THE REPORT FOR THE THEIR INFORMATION. HUD NO LONGER REQUIRES THE SUBMISSION OF THE REPORT. THE COMMISSIONRS REVIEWED THE REPORT.
5. CIAP PRGRAM – MR. BERGMAN REVIED THE CAIP BUDGET WITH THE COMMISSIONERS GOING OVER THE ITEMS THAT HAVE BEEN COMPLETED, AND AREAS THAT STILL NEED TO BE ADDRESSED.
 - TREE TRIMMING – MR. BERGMAN PRESENTED A PROPSAL TO THE COMMISSIONER FROM TOM FLYNN & SON. TOM FLYNN IS WILLING TO EXTEND THE PREVIOUS CONTRACT AT THE SAME RATE FOR AN ADDITIONAL YEAR. IT WAS RECOMMENDED THAT THE BOARD ADOPT THIS PROPOSAL. DURING THE PREVIOUS BID PROCESS THE ONLY BIDDER WAS TOM FLYNN & SON. MR. DUTRA MOVED TO ACCEPT THE CONTRACT EXTENSION, SECONDED BY MR. HAMPSON. PASSED
 - MAURICE MACARE, ARCHITECT- MR. BERGMAN CONTACTED MR. MACARE REGARDING IMPROVEMENTS TO THE KITCHEN CABINETS, BATH SURROUNDS, SOCCER FIELD INSTALLATION AND INVESTIGATE LOCATION TO ADD NEW UNITS. MR. MACARE SUBMITTED A PROPOSAL TO SUPPLY DRAWINGS, SPECIFICATIONS AND RESEARCH MATERIALS FOR THE PROPOSED IMPROVEMENTS OUTLINED BY THE HOUSING AUTHORITY FOR A TOTAL OF \$3,825. MR. BERGMAN REVIED WITH THE COMMISSIONERS THE PROPOSAL, AND WHERE THE MONEY FOR THE WORK WOULD COME FROM. MR. DUTRA MOVED TO ACCEPT THE PROPOSAL FOR \$3,825 FROM MR. MACARE, SECONDED BY MR. HAMPSON. PASSED
6. NON-CITIZEN RULE – REVIEW THE REGULATIONS REGARDING RENTAL ASSISTANCE TO NON-CITIZEN TENANTS. MR. BERGMAN GAVE A BRIEF HISTORY OF THE RULE AND A LETTER THAT WILL BE SENT TO ALL TENANTS REGARDING THE CHANGES.
7. P.E.R.S. RETIREMENT LETTER- THE COMMISSIONER WERE GIVEN A LETTER FROM P.E.R.S. REGARDING THE EMPLOYEEER CONTRIBUTION FOR RETIREMENT. DUE TO A GOOD INVESTMENT YEAR THE PASO ROBLES HOUSING AUTHORITY WILL NOT HAVE TO MAKE ADDITIONAL PAYMENTS TO THE RETIREMENT FUND.
8. CDBG FUNDS FOR STREET IMPROVEMENTS. MR. BERGMAN NOTIFIED THE COMMISSIONERS THAT MR. GALLAGHER HAD CONTACTED THE HOUSING AUTHORITY PRIOR TO CHRISTMAS AND NOTIFIED US THAT THE CITY COUNCIL AT THEIR DECEMBER 21,1999 CITY COUNCIL MEETING HAD DECIDED TO USE FUNDS FROM ANOTHER SOURCE TO COMPLET THE STREET IMPROVEMENTS.
9. MS. JEFFCOACH INFORMED THE COMMISSIONERS THAT THERE WILL BE SEVERAL GRADUATING SENIORS THIS YEAR APPLLYING TO COLLEGE AND TO THE SCHOLARSHIP FUND SET UP BY THE HOUSING AUTHORITY.
10. MEETING ADJOURNED AT 7:45 PM



SECRETARY

CHAIRMAN

PIONEER MUSEUM

Board Minutes - Jan. 13, 2000

The regular monthly meeting of the Board of Directors was called to order by president Dr. Bob Bryant at 7:00 p.m. at the museum. Other board members present were Jean Sudden, Bonnie Nelson, Byby Root, Les Hoffman, Paul Ernst, Steve Cichorsky, Joyce Sommers, Keith Tarwater, Gary McMaster and Milene Radford.

Minutes: The minutes of the Nov. 14, 1999 meeting were approved with a motion by Byby and a second by Joyce. (No meeting was held in December.)

Correspondence: Letter was received from Henry Twisselman regarding his *Changing Times* book. He donated 48 books to the museum for our special sales promotion—the equivalent of \$840. A thank-you letter needs to be sent.

Financial: Thank-you letters need to be sent to the following who made substantial donations in December: Vi Ernst, the Nelsons, the Blakes. Income for December was \$4,270.30 and expenses were \$1,380.51. The total of our checking and savings accounts as of Jan. 13 stood at \$22,191.64.

Bills: Les needed to be reimbursed for batteries for \$5.17, and Bob needed a reimbursement check in the amount of \$792.34 for lumber and \$1213.00 for insulation (to put under the metal roof to prevent condensation). It was moved by Keith, seconded by Byby, to pay the bills. Motion carried. Jess Bentley will be driving to the valley to pick up the metal roof and it was agreed that we would pay him as soon as he returns with the metal.

Curator Report: Byby felt that everyone does their own jobs and that an official curator isn't needed, but we do need a *janitor!* The consensus was that she should continue in her volunteer position of curator.

Donated Items: Through Bonnie and her mother, Hilda Nelson, the museum has acquired some clothes and other useable items from an estate in Atascadero.

Hilda's talented work on the dried flower arrangements is greatly appreciated.

Attendance: The November attendance was 124 and December was 351 including 160 visitors who were on a bus tour to San Luis from the Bay Area.

Attendance Year to Date: 4125 (During 1999 there were probably another 2,000 visitors who came to the museum for special events, etc. and didn't sign the guest book.)

Facilities: Zern held a gathering in the buggy barn of sales representatives from throughout the U.S. and some from Canada. They had food, drinks and dancing. There will be two more meetings. The light over the front door is out and a light is needed at the back door (as the permanent one is out due to the construction). Bob will get a couple of sets of temporary lights for the door. The tables are set up and will be left up. After the third meeting, the company will make a donation to the museum. Byby will be responsible for turning the heater on for their next gathering.

Telephone Pioneers: Steve reported that they will be here next week to work, but he wasn't sure which day.

Visitors: A Cub Scout group was here last week and on Jan. 21st there will be students from San Miguel School.

Old Business:

Paso Gathering: It was moved by Joyce, seconded by Byby, to hold the Paso Gathering the first weekend of November (Nov. 4th and 5th). Carried. Milene will notify the exhibitors.

Lynch Books (Arson, Ambush & Murder): Hy Blythe donated \$1,000 several months ago for this project and a donation in December from the Blakes was received in the amount of \$1,000. The direct cost to the museum was \$1,300. It was moved by Keith, seconded by Bonnie, that the Board formally acknowledge its commitment to the publication of the *Ambush* book and their commitment to fund the cost of the book to the extent not covered specifically by donations. Passed.

Construction: Bob will be here at 9:00 a.m. Sunday to trim boards. He will need some helpers and a fork lift. Byby will check with Noel at Farm Supply. If one is not available, we will need to rent one.

Don't Get Me Started! Art Von Dollen financed the printing of 1,000 of these books and we are to pay him as we sell them. As a partial reimbursement payment it was moved by Keith, seconded by Paul, that we pay \$1,500.00 to Art Von Dollen. Carried. A thank-you letter needs to be sent with the check.

Film Grant: Work is still in progress.

Newspaper Donation: A 1899 newspaper (*Youth Companion* by Perry Mason & Co.) was donated by Christopher Kovall. It is in excellent condition and will be used in the parlor. It was found in the local Mendoza house. A thank-you letter needs to be sent.

Jesse James' picture: Byby was in contact with some folks from Los Gatos who owned an antique shop dealing in photographs. They brought down a picture of a man who might have been Jesse James, Bill Dellard was contacted, and comparisons were made. (The picture came from Paso originally.)

Carvings: Two cases of carvings of old California items by master carvers are available through Jerry who made the milk wagon replica. The cases are also available. Bonnie will follow up on this donation.

RSVP: Joyce was in contact with Carol at RSVP and found out that not everyone has to participate in the program—only the people who want to be involved. RSVP won't hassle us—we have to contact them with our needs.

Flag: A new flag needs to be put up. Could Rod or Glenn coordinate this?

Pioneer Pages: The consensus was to precede with the year 2000 edition. A meeting will be held on Jan. 18th with the key writers. There was a brief discussion about the possibility of reprinting the first edition.

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Milene

Milene F. Radford, Board Secretary

Next Board Meeting: Thurs., Feb. 10, at 7:00 p.m.