MINUTES OF THE ADJOURNED REGULAR MEETING CITIZENS AIRPORT ADVISORY COMMITTEE

Thursday January 23, 2003 -- 7:00 PM Airport Terminal - 4900 Wing Way

CALL TO ORDER

Roll Call

Present: Committeemembers Agon, Caruthers, Gleim, Miller, Morton, Rose & Smith;

Alternate: Stan Levanduski

Absent: Jim McCall Staff: Roger Oxborrow

PUBLIC COMMENT

Martin Caskey comments about the current Airport Development RFP and questions that he has encountered. Chuck Miller reports he has expressed to the City Council the AAC should participate in the RFP review process.

OLD BUSINESS

Review of Previous Minutes:

Minutes of the regular meeting of December 19, 2002, are reviewed. **A motion** by Mr. Miller, seconded by Mr. Agon, to approve the minutes as presented, passes unanimously.

DISCUSSION ITEMS

1. City Council Goals – Airport

Chairman Gleim asks each member for suggested goals. A list is developed and prioritized. **A motion** by Mr. Rose, seconded by Mr. Morton presents the following goals, "...while all are important, in this recommended order...":

- Establish an Independent Airport Department
- Formalize and Implement the Airport Business Plan and Execution Plan
- Develop and Promote Increased Aviation Activity (Air Carrier, FBO, & Flight School)
- Construct Infrastructure Improvements to Develop Additional Industrial Area

The motion passes unanimously. Staff will prepare the memo to forward to the City Council.

2. 2003 Committee Work Plan Objectives

Further discussion of the suggested work plan topics for the year 2003 resulted in assignments to the following subcommittees:

- FBO Development (Miller, McCall)
- Airport Tenant Users Group (Miller, Levanduski)
- Hangar Study Current Demand & Vacancy Factors (Gleim)
- Development Execution Plan (Gleim, Caruthers, Levanduski)
- Aircraft Wash Facilities (Rose, Morton)

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The current Airport Promotion sub-committee was assigned to continue efforts with respect to:

- Public Awareness and Involvement
- Follow-up on current user concerns
- Chamber of Commerce and VCB Interface
- Continued promotion efforts, including Social events, Business opportunities, User services.

3. Sub-Committee Reports

• <u>Additional Hangar Area</u> (Rose)

No additional activity. Chairman Gleim asks the committee to review the proposed project, again, and the questions posed from Staff. Reconsider the proposed access to the site and look at ways to implement the project faster and more economically.

• <u>Restaurant</u> (Agon)

Staff reports that a meeting is scheduled with the Ad Hoc Committee to review the two proposals have been received.

• <u>Airport Master Plan</u> (Gleim, Morton, Miller)

Staff reports review continues with responses coming back from the consultant shortly.

• <u>Airport Promotion</u> (Agon, Caruthers, Smith)

Mr. Caruthers presents a full report on the user questionnaire. There will be additional refinement (Executive Summary rework) and then forward for City Council review. The committee will now work to highlight the key points of the report and to address the needs expressed.

NEW BUSINESS

The committee receives two items of correspondence for information:

- A magazine article on airport development
- A copy of correspondence from the Planning Department regarding high density residential development in the vicinity of Cuesta College

DIRECTOR & MANAGER BUSINESS

Staff distributes the results of the latest fuel price survey. There is no change in the average price.

The calendar of airport special events for the summer is discussed. More detail will be provided next month.

ADJOURN - 9:50 PM.

To the Next Meeting – February 27, 2003 Airport Terminal Conference Room, 4900 Wing Way

THESE MINUTES ARE NOT OFFICIAL NOR A PERMANENT PART OF THE RECORDS UNTIL APPROVED BY THE COMMITTEE AT THE NEXT REGULAR MEETING.