

TO: James L. App, City Manager

FROM: Meg Williamson, Assistant City Manager

SUBJECT: Airport Advisory Committee – Applicant Interview Date

DATE: November 1, 2011

NEEDS: For the City Council to set a date to conduct interviews with Airport Advisory Committee applicants.

FACTS:

1. The Citizen Airport Advisory Committee acts in an advisory capacity to the City Council in matters pertaining to aeronautical activities, proposed uses and safety of operations at the Paso Robles Municipal Airport.
2. The Committee consists of five (5) regular appointed members and one (1) alternate who are each assigned in staggered two year terms. Two (2) regular committee seats are open after October 31, 2011 as is one (1) alternate seat.
3. Community based advertising and recruitment for the committee member positions has occurring over the last several months. Four (4) candidate applications have been received to date (including the three incumbents).
4. Applications are advertised to be accepted through Friday, October 28, 2011 at 5:00PM.
5. The City Council traditionally has conducted oral interviews at an adjourned meeting date, and made Committee appointments at the conclusion of the interviews.

ANALYSIS &
CONCLUSION: The last meeting for the seated Airport Advisory Committee members will be October 27, 2011. Their next regularly scheduled meeting will be on December 8, 2011. Conducting interviews in November will allow reorganization of the Advisory Committee members at their regular December meeting. An interview date of Thursday, November 17th at 7:00 PM is suggested.

POLICY
REFERENCE: City Council Policies and Bylaws - Advisory Bodies.

FISCAL
IMPACT: No fiscal impact is anticipated in association with the Advisory Committee interviews.

OPTIONS:

- a. For the City Council to set Thursday, November 17, 2011 at 7:00 PM as the intended adjourned Council meeting date to conduct oral interviews for membership of the Citizen Airport Advisory Committee.
- b. Amend, modify or reject above option.