

TO: James L. App, City Manager
FROM: Meg Williamson, Assistant City Manager
SUBJECT: Airport Master Plan Update
DATE: December 6, 2011

NEEDS: For the City Council to adopt Resolution No. 11-xxx approving the Airport Master Plan review and update dated August 2011.

- FACTS:
1. On November 16, 2004, the City Council approved Resolution No. 04-244 adopting a Master Plan for the Paso Robles Municipal Airport.
 2. Periodic review and maintenance of the Airport Master Plan document is an obligation imposed by the Federal Aviation Administration (FAA) to assure proper planning for the future development of the facility and to adequately accommodate the needs of the local flying public.
 3. The Airport Advisory Committee is charged with the task of reviewing and advising the Council on matters relating to airport planning.
 4. As one of their work projects for the 2011 term, the committee appointed a sub-committee to review the Master Plan to determine its continued relevance/accuracy and make recommendations for any modifications to the document to bring it more into consistency with the current needs and direction of the airport facility.
 5. The sub-committee completed their review and submitted their findings to the full Airport Advisory Committee for review and consideration. Their findings were incorporated into a summary memo, dated August 2011 where the key findings were as follows:

The 2004 Master Plan Update document is essentially and substantially complete and remains accurate in its depiction and recommendations of future airport needs for facility development. Two minor changes should be made:

- Those listings which are dated and make specific reference to business names (e.g. FBO) no longer in operation should be deleted (Section 3-15).
 - The specific location of the future airport fuel farm, south of Taxiway 'D', should be relocated to the area east of the main apron and south of Taxiway 'C' (Section 1-13).
6. At their regular meeting of September 22, 2011, the full advisory committee discussed the subcommittee's findings memorandum and accepted comment from public in attendance. The Committee voted unanimously to recommend the memorandum's adoption by the City Council.

ANALYSIS
AND

CONCLUSION: The FAA requires a periodic review of the airport Master Plan document. The Airport Advisory Committee's review and summary memorandum is a valid form of compliance with this requirement. The August 2011 Airport Master Plan Review and Update summary memorandum will be attached to the original Master Plan and transmitted to the FAA and State Caltrans Division of Aeronautics agencies to remain on file.

POLICY

REFERENCE: FAA Grant Assurances; FAA Airport Master Plan Guidelines.

FISCAL

IMPACT: None. All review work has been done by the Airport Advisory Committee. None of the recommended actions require City expense.

- OPTIONS: A. Adopt Resolution No. 11-xx, approving the August 2011 Airport Master Plan Review and Update.
- B. Amend, modify, or reject the above option.

Attachments (2):

1. Resolution
2. Airport Master Plan Update, August 2011

RESOLUTION NO. 11-xxx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES
ADOPTING AN UPDATE TO THE MASTER PLAN FOR THE MUNICIPAL AIRPORT

WHEREAS, the City of Paso Robles owns and operates the Paso Robles Municipal Airport for the good and benefit of the local community; and

WHEREAS, the City is thereby obligated to adopt and maintain adequate planning documents so as to anticipate and plan for future and needs and development of the airport facility; and

WHEREAS, the Airport Advisory Committee is tasked with advising the City Council on matters pertaining to the planning and development; and

WHEREAS, a sub-committee of the Airport Advisory Committee has completed a review of the Airport Master Plan, dated November 16, 2004, and documented said review along with recommended modifications in the attached update paper; and

WHEREAS, the Airport Advisory Committee has acted upon the proposed updates, recommending City Council approval and adoption,

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Paso Robles, does hereby:

1. Approve and adopt the attached Airport Master Plan Update paper dated August 2011.
2. Authorize the submission and filing of the paper with the Federal and State agencies maintaining oversight of the Airport and its planning documents.

PASSED AND ADOPTED by the City Council of the City of Paso Robles, this 15th day of November, 2011, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Duane Picanco, Mayor

ATTEST:

Caryn Jackson, Deputy City Clerk

PASO ROBLES MUNICIPAL AIRPORT MASTER PLAN UPDATE AUGUST 2011

Background: The Paso Robles Municipal Airport, owned and operated by the City of Paso Robles, a municipality in the State of California, is a 1300-acre general aviation facility dedicated to providing for the needs of the flying public in northern San Luis Obispo and southern Monterey counties. To that end, the long-term planning process has been maintained and followed throughout the development of this facility.

The City's initial efforts consisted of drafting a master plan document to address this long-term growth. This plan was adopted in the mid-1970's. Subsequent efforts to update the document were less than successful, until the full process was successfully completed and adopted in November 2004.

This document appropriately addressed the current area demographics, the local demands on the airport and the projected needs for future facility development over the planning period. Rather than base these needs on a specific time frame or anticipated growth projection, the plan now utilizes basic activity and demand levels as triggers to implement the proposed capital improvements. Available grant funding through various public programs is also a key consideration in determining the development process.

In order to assure continued viability of the plan, it is required that periodic reviews take place which verify the ongoing validity and accuracy of the plan and recommend any modifications needed. In an effort to comply with that objective, a review has been completed.

Objective: To identify any inconsistencies, inaccuracies or needs for updates to the master plan.

Participants: The initial review has been accomplished by a sub-committee of the Airport Advisory Committee with final review by the full committee, prior to recommendation to the City Council for adoption of the findings.

Findings: The 2004 Master Plan Update document is essentially and substantially complete and remains accurate in its depiction and recommendations of future airport needs for facility development. Two minor changes should be made:

- Those listings which are dated and make specific reference to businesses (FBO) no longer in operation should be deleted (Section 3-15).
- The specific location of the future airport fuel farm, south of Taxiway 'D', should be relocated to the area east of the main apron and south of Taxiway 'C' (Section 1-13).

Conclusion: With the City Council's adoption of this paper, the above two recommended modifications are thusly incorporated into the master plan update as part thereof. It is further recommended that a similar review be conducted in no more than three (3) years from this date.