

# MINUTES OF THE PARKS AND RECREATION ADVISORY COMMITTEE

January 13, 2014

Time: 4:00 p.m.

Centennial Park – Live Oak Room, 600 Nickerson Drive, Paso Robles

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## CALL TO ORDER

Chair Taranto called meeting to order at 4:06 p.m.

## ROLL CALL

### **Members present:**

Richard Hernandez, Larry Iaquinto, Lynn Kranich, Justin Perino, Christopher Taranto

### **City Staff present:**

Freda Berman, Julie Dahlen, Lynda Holt, Doug Monn, Sharon Williams

### **City Council present:**

John Hamon, Steve Martin

**Planning Commissioner absent:** Rob Nash

### **Guests:**

Jack Hodges

## PUBLIC COMMENT:

none

## CONSENT AGENDA

1. Moved and seconded by Perino/Kranich to approve the minutes of the November 18, 2013 meeting; motion carried.

## BUSINESS ITEMS

2. **Advocacy Activities/Opportunities** – Dahlen

- Taranto attended a recent City Council meeting.
- Iaquinto and Taranto both saw the New Year's Eve fireworks show from their back yards.
- Iaquinto attended City Council meeting, Christmas Parade, and Vine Street Showcase
- Julie thanked Freda for planning and Lynda for overseeing 125<sup>th</sup> Anniversary park activities
- 4<sup>th</sup> of July activities in the Park were discussed

3. **Proposal to convert Centennial Park roller hockey rink to Pickle Ball Courts** –Jack Hodges

- Hodges discussed Pickle Ball as a growing sport and proposed converting the existing roller hockey rink at Centennial Park to a dedicated Pickle Ball facility.
- The expenses to convert the court are \$11,000 to resurface court and \$770 -- \$800 for nets.
- The Pickle Ball group intends to raise all funds for this project.

Moved/seconded by Iaquinto/Kranich to approve conversion of the Centennial Roller Hockey court to dedicated Pickle Ball courts contingent on fundraising, development of a maintenance agreement with the City and allowing the facility to remain open to the public. Motion carried.

Moved/seconded by Perino/Kranich to modify the motion, stipulating that City staff make a greater effort to identify and notify informal users of the facility. Motion carried.

*Parks and Recreation Advisory Committee Minutes of January 13, 2014*

## **CITY COMMUNICATION/REPORTS**

**Julie Dahlen, Recreation Director** reported on the following:

- New Children's Librarian, Heather Stephenson.
- REC Foundation's recent goal-setting retreat.

**Lynda Holt, Recreation Manager**

- REC Foundation workshop hosted by Spokes, an agency which supports the development of non-profit groups.
- Martin Luther King Jr. Celebration set for Saturday, January 18- Free event
- "Let's Move Event" Saturday, January 25 at Centennial Park- Free event

**Doug Monn, Public Works Director**

- Discussed quarterly Public Works updates

**Councilman Hamon**

- Looking forward to Pickle Ball report

## **UNSCHEDULED MATTERS**

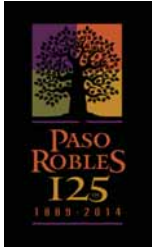
Hernandez reported that PR Youth Sports will include the City's 125<sup>th</sup> logo on uniforms.

## **ADJOURNMENT**

Moved and seconded by Iaquinto/Hernandez to adjourn meeting at 5:29 p.m.

Next regular meeting is scheduled for Monday, February 10, 2014 at 4:00 p.m. in the Centennial Park Live Oak Room, 600 Nickerson Drive, Paso Robles.

**THESE MINUTES WERE APPROVED BY THE PARKS AND RECREATION ADVISORY COMMITTEE AT  
THEIR MARCH 10, 2014 MEETING**



# CITY OF EL PASO DE ROBLES

*"The Pass of the Oaks"*



## AIRPORT ADVISORY COMMITTEE MINUTES

Thursday, January 23, 2014 - - 7:00 PM  
Airport Terminal Conference Room – 4900 Wing Way

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### CALL TO ORDER - 7:00 PM

#### Roll Call:

Committee members:	Corman, Lisa, Rose, Smith and Willis
Alternate:	Angel York
City Council:	John Hamon, Ed Steinbeck
Planning Commission:	Bob Rollins
Staff:	Meg Williamson, Doug Monn and Roger Oxborrow

**PUBLIC COMMENT** – Ron Overacker, President of Blue Sky Aviation, reported on the status of his operation in the wake of recent actions by the Department of Veterans Affairs as they relate to student funding within his flight training program. He responded to various questions by committee members and the public. No action is taken.

### COMMITTEE BUSINESS

1. **Minutes** – The committee reviewed the minutes of the December 12, 2013, meeting. **A motion** by Mr. Rose, seconded by Mr. Corman, to approve, passes unanimously.
2. **City Liaison Reports** – Mr. Rollins reports that the car dealership project on Golden Hill Road will go before the Planning Commission at their meeting next Tuesday. No other actions have taken place.

### DISCUSSION ITEMS

3. **2014 Airshow** – The committee reviewed a request from the Estrella Warbirds Museum to host the 2014 Airshow on Saturday, November 1. Sherman Smoot, Museum President, expanded on the request, identifying the successes that the show has seen in the past two years and the improvements that are anticipated for this next show. The committee agreed that the airshow is a benefit to the airport and the community as it showcases aviation and the airport facility. **A motion** by Mr. Lisa, seconded by Mr. Corman, to recommend approval of the request to the City Council passes unanimously.
4. **Development Status Report** – No new activity to report
5. **Airport Security** – Staff provides a report on accomplishments over the past month in the efforts to tighten security and limit access to the airside of the airport. The various gates and access points on individual lease site are discussed, as well as those areas where the City will undertake the installation of additional lighting, fencing and gates. The accomplishments thus far meet with the approval of the committee and assistance is offered to further review, monitor and complete the proposed projects outlined. No other action is taken.
6. **Committee 2014 Work Plan** – Continued from the previous meeting, the discussion of proposed areas of focus for sub-committee activities yields the following:
  - **Safety and Security.** The objective is to monitor and encourage additional efforts to secure airport access and improve airport user awareness and diligence in discouraging and/or preventing unauthorized entry into the aircraft operating areas. Members assigned: Mr. Corman and Mr. Willis.

**Airport Advisory Committee**  
**January 23, 2014, Meeting Minutes**  
**Page 2**

- **Airport Appearance.** The objective is to continue with last year's effort to assist and promote clean-up of individual lease sites and public areas where needed and to work with Airport Staff to install additional landscaped areas at the airport entrance to improve that appearance. Members assigned: Mr. Smith and Ms. York.
- **Airport Promotion.** The objective is to promote an airport that is more conducive to local visitors. Promotion of the AOPA's national "Airport Friendly" campaign would be part of the effort and include soliciting volunteers to assist in constructing park areas where visitors can come to the airport and watch activity. Further promotion would be accomplished through support of various fly-in events which showcase the airport and group tours that might be guided by volunteers who could expand that visitor experience. Members assigned: Mr. Corman and Ms. York.
- **Capital Projects Review.** This work was initiated a year ago with the intent to review all capital development needs on the airport, prioritize them according to project eligibility within the available grant funding programs and then assure that the Capital Projects list and associated applications are submitted in a timely manner and that everything possible is being done to assure the City receives available grant funding for these projects. Members assigned: Mr. Rose and Mr. Willis.
- **Business Improvement Plan Review.** In accordance with the provisions of the newly-adopted Airport Business Improvement Plan, the responsibility for the ongoing review and coordination of the various plan elements falls to the committee or a derivative thereof. The current objective is to audit the City lease policy and procedures to assure best practices and benefit to the airport. In reviewing an outline of said activity, provided by staff, a tentative time schedule is agreed to. Members assigned: Mr. Lisa and Mr. Corman.

After further discussion of the legally-required procedures that must be followed as these various sub-committees conduct their business, **a motion** by Mr. Willis, seconded by Mr. Rose, to form the various sub-committees and assign the members as discussed is approved unanimously.

**DIRECTOR/MANAGER UPDATE**

- The Fuel Facility plans are signed off by all required. They will go out to bid next Monday.
- Airport current activities are discussed: Continuing fire season and assigned air tankers; Helicopter operations supporting the PG&E tower construction project.
- A calendar of airport events is reviewed with the committee.
- The latest inventory of based aircraft has been completed. 192 aircraft are based at the airport.
- A tentative schedule of the Airport Business policy Audit is presented for information. Elements within this program will require involvement from the Business Plan sub-committee just formed.

**COMMITTEE MATTERS**

Mr. Corman reports on recent efforts to re-establish the Annual Aerobatic Contest at the airport, as it was lost when new FAA regulations imposed additional restriction that could not be met. A number of hurdles remain.

**ADJOURN** – 8:55 PM, to the regular Committee meeting, February 27, 2014, 7:00 PM, 4900 Wing Way.



# TRAVEL PASO ROBLES ALLIANCE MINUTES

Tuesday, January 28, 2014  
1:00 – 3:00 P.M.



**MEETING LOCATION: UPSTAIRS LARGE CONFERENCE ROOM, CITY HALL  
1000 SPRING STREET, PASO ROBLES, CALIFORNIA 93446**

**CALL TO ORDER** 1:00PM

**PRESENT** **Committee Members:** Victor Popp, Margaret Johnson, Noreen Martin, Matt Masia (ARRIVED AT 1:30), Angela McKee, John Arnold. **TPRA Staff:** Amanda Diefenderfer. **City Staff:** Shonna Howenstine. **Mental Marketing Staff:** Bill Stansfield

**ABSENT** Bill Roof, Mark Elterman

**GUESTS** Stacie Jacob, Brittany Tonkin, Cynthia from Wine Wrangler, David LaGarsse with Ayres Resorts

**PUBLIC COMMENT** Wine Wrangler is celebrating its 10th anniversary; Noreen Martin has accepted a position as CFO for Visit California

## PRESENTATIONS

**1. Visit San Luis Obispo County Tourism Marketing District – Stacie Jacob**

Stacie Jacob reviewed plans for the TMD, the committee is in support of the plan; no action was taken.

## CONSENT CALENDAR

**2. Approve Minutes from November Board Meeting**

Matt Masia noted that he was absent at the November board meeting. The minutes were approved unanimously as changed.

**3. Approve Minutes from January Kick-Off Meeting**

Matt Masia moved and Victor Popp seconded a motion to approve minutes; the minutes were approved as read.

## DISCUSSION

**4. Website Update**

- a. Live Preview – the committee reviewed the site and suggested a lightening of the filters on the photos or to remove it. CRG will do so and send samples.
- b. Launch Plan and Timing – Launch is planned for 2/6/14.

**5. 2014/2015 Community Partnerships**

- a. Review of Applications Received - Amanda Diefenderfer reviewed the applications received.
- b. Paso Robles Wine Country Alliance – Amanda Diefenderfer will submit a counter offer.
- c. California Mid-State Fair – Amanda Diefenderfer will ask if TPRA can fund the balance of their request.
- d. Visit San Luis Obispo County Membership and Funding – Margaret Johnson moved and Angela McKee seconded a motion to fund VSLOC annual membership funds, the motion passed 5-1 with Noreen Martin abstaining.

**6. Marketing**

- a. Mental Marketing Report – Bill Stansfield reviewed the prior month's marketing efforts and results.
- b. Augustine Ideas Future Reporting Structure – AI will attend subcommittee meetings and be on conference calls for board meetings.
- c. Augustine Visual Branding Discovery – Begins February 11

**7. 2014/2015 Media Buying Strategy**

- a. May vs. June Issue – the committee agreed to move forward with participation in the June issue of Wine Enthusiast
- b. Approval of strategy – Noreen Martin moved and Margaret Johnson seconded a motion to approve the strategy as presented.

**8. Tour, Travel and Industry Relations Update**

*TPRA Mission: To brand, market and promote the City of Paso Robles as the authentic destination of choice on a regional, national and global level to targeted leisure, family, business and group travelers resulting in more frequent visitation, longer stays and increased revenue.*

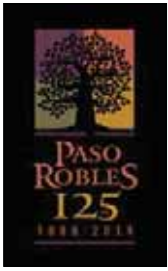
- a. Visit California Outlook Forum, Pasadena – Amanda Diefenderfer to attend on behalf of the TPRA on February 5 – 6,
- b. National Tourism Association Show, Los Angeles - Amanda Diefenderfer to attend on behalf of the TPRA on February 16 - 20

**9. Finance**

- a. BID Report – Note the higher than anticipated rollover.
- b. Budget – Margaret Johnson moved and Victor Popp seconded a motion to approve and file budget and financials.

**ADJOURNMENT** Margaret Johnson moved and Victor Popp seconded a motion to adjourn at 3:40PM, motion passed unanimously.

*TPRA Mission: To brand, market and promote the City of Paso Robles as the authentic destination of choice on a regional, national and global level to targeted leisure, family, business and group travelers resulting in more frequent visitation, longer stays and increased revenue.*



# MINUTES OF THE PASO ROBLES YOUTH COMMISSION

Wednesday, February 5, 2014, 2:30 p.m.

School District Conference Room, 800 Niblick Road, Paso Robles, CA 93446

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## **CALL TO ORDER**

Meeting called to order at 2:30 p.m. by Chair Santiago

## **ROLL CALL**

Members present: Ethan Athey, Taylor Ellstrom, Claire Farrell, Jessica Gage, Ryan Greenlee, Stephen Preston, Elisa Santiago, Grant Scheiffele

Members absent: Adam Greenlee, Pearl Herrera, Jennifer Janes

City staff present: Lynda Holt, Sharon Williams, Julie Dahlen

City Council present: Mayor Duane Picanco

City Council absent: John Hamon

School Board present: Joan Summers

General Public: Taj Williams, Madi Ramirez

**PUBLIC COMMENT** – None

## **CONSENT AGENDA**

Moved and seconded by Scheiffele/ Ellstrom to approve the Minutes of the January 8, 2014 meeting - motion carried.

## **BUSINESS ITEMS**

### 1. **Advocacy Activities/ Opportunities**

- Ellstrom attended city council meeting last night.
- Santiago spoke on volunteering at MLK event.
- PRHS Student tile artwork approved for 125<sup>th</sup> at council meeting.
- PRHS speech-writing contest: “Why Community Service is Important.”

### 2. **Recruitment for New Officers**

- Application deadline: April 11, 2014.
- Farrell said the PRHS paper will accept a business card advertisement for recruitment; Holt will develop an ad.

## **CITY COMMUNICATION/REPORTS**

### **Lynda Holt, Recreation Services Manager:**

- Concerts in the Park June 20 – Aug 22
  - Holt will share line-up at next meeting
  - Commissioners are welcome to volunteer.
- Recruiting for summer pool Lifeguards & Water Safety Instructors through the month of March.
- March 11- PR Birthday party in City Park 3:30 – 5:30p
  - Commissioners invited to participate.

*Youth Commission Minutes of February 5, 2014*



- Holt will check on bus transportation from PRHS for commissioners.
- May 3- Track meet - need volunteers.
- May 24- Festival of the Arts changed name to PASO ARTSFEST- need volunteers.

**Julie Dahlen, Library and Recreation Services Director:**

- City appreciates the High School for sharing beautiful tile artwork for 125<sup>th</sup> Celebration.
- Emergency Services and Police Department showed new badges in honor of 125<sup>th</sup> at City Council meeting.
- Thanks to all volunteers at MLK event.
- Downtown 4<sup>th</sup> of July celebration approved by City Council.

**Mayor Picanco:**

- Thanked Ellstrom and Preston for attending recent City Council meeting -- suggested YC representatives introduce themselves during Public Comment portion of the meeting.
- Menacing animals discussed at council
- CBDG grants
- Contributing to ECHO
- Economic Strategy
- Fireworks show will be at City Park
- Union Road design going out to bid next school year, please choose an alternate travel route
- Water system master plan

**SCHOOL BOARD REPORT**

**Joan Summers:**

- District Parent/Council meeting
- February 20- Bullying Movie at Flamson School; Rep. from Sheriff Dept. will speak
- May 3- Kermit King School will have first Balloon Festival with High School
- School Board working on program priority list
- Board wants students to get 180 school days next year
- Counseling- Mr. Sharron working on grant to bring back services to High School

**UNSCHEDULED MATTERS/TEEN ISSUES** -

- See Mr. Fairbanks regarding helping with Science Night with Elementary Schools
- Scouts putting up flags around city for the next two holidays
- Commissioners expressed interest in learning more about the new Uptown Park at the next meeting

**ADJOURNMENT**

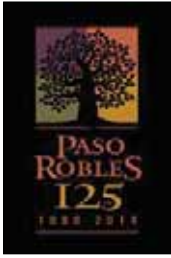
Meeting adjourned by Chair Santiago at 3:17 p.m.

Adjourned to the next regular meeting on Wednesday, March 5, 2014; 2:30 p.m., at the Paso Robles School District Conference Room, 800 Niblick Road, Paso Robles.

**THESE MINUTES WERE APPROVED BY THE YOUTH COMMISSION ADVISORY COMMITTEE AT THEIR MARCH 5, 2014 MEETING**

Respectfully submitted by Sharon Williams, Administrative Assistant





# MINUTES OF THE SENIOR CITIZEN ADVISORY COMMITTEE

February 10, 2014

1:30 p.m.

Senior Center, 270 Scott Street, Paso Robles CA 93446

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**CALL MEETING TO ORDER** – Chair Janes 1:30 p.m.

**PLEDGE OF ALLEGIANCE** – Chair Janes

## **ROLL CALL**

**Members present:** Martin Arfa, Marie Brinkmeyer, Marilyn Carey, Bob Chaney, Martha Durrett, Pamela Janes, Sammy Nemeth, Kooki Peters, Louis Villano

**City staff present:** Julie Dahlen, Sharon Williams

**City staff absent:** Lynda Holt

**Sr. Volunteer Services present:** Robin Teunissen

**City Council present:** Mayor Duane Picanco, Ed Steinbeck

**PUBLIC COMMENT** - None

## **CONSENT AGENDA**

Items on the Consent Agenda are considered routine, and, therefore do not require separate discussion. However, if discussion is necessary, or if a member of the public wishes to comment on any item, the item may be removed from the Consent Agenda and considered separately. Questions of clarification may be made by the Advisory members without removal from the Agenda.

1. Moved and seconded by Durrett/Nemeth to approve the minutes of the 1/13/14 meeting - motion carried.
2. January 2014 Senior Endowment report was received and filed.

## **BUSINESS ITEMS:**

3. **City's 125<sup>th</sup> Anniversary Report –Julie Dahlen**
  - March 11- City's Birthday Party; 3:30 – 5:30 p.m. at City Park
  - Planning meetings 3<sup>rd</sup> Wednesday of month; 2:00 p.m. at Council Chambers
4. **April 11, 2014 – Deadline to apply for 2014-015 SAC- Julie Dahlen**
  - Tentative advisory interview dates scheduled for Tuesday, April 29 and Thursday, May 8
5. **SLOCAPRA Conference on March 22, 2014- Julie Dahlen**
  - Conference for Recreation professionals, stakeholders and advisory bodies to council
  - Conference theme: “How to Become Better Advocates for Health”
  - Contact Julie or Lynda if interested in attending

## **SENIOR VOLUNTEER SERVICES REPORT- Robin Teunissen**

- April 12- Sr. Volunteer Recognition BBQ –
  - Volunteers needed
  - Theme: “Our Volunteers Make a World of Difference”

*Senior Citizen Advisory Committee Minutes of February 10, 2014*

- Food 4 Less donated gift card for Sr. BBQ purchases
- Rite Aid may sponsor- and employees may volunteer
- CAPSLO now offering dental screening each month at Health Screening
- Dining Room window coverings were installed last month
- New computer instructor (Teresa Player) will teach classes one on one
- March 24- Ride on Transportation –Senior Shuttle to SLO shopping
  - 9:30a – 1:30p
  - 16 person capacity; \$6 for the day
- Mother’s Day outing in Cambria

**Marie Brinkmeyer:**

- Received BBQ sponsorship check from Emeritus
- Asked for volunteers for Sr. BBQ: Ed, Duane, Pam, Kooki, and Martha all volunteered

**CITY COMMUNICATIONS**

**Director, Julie Dahlen**

- Summer programs in planning stages
- Take Your Child to the Library Day was successful
- 175 people toured the 18 wheeler Overdrive Digital Bookmobile last week
- Tax Assistance offered at Library each Saturday
- Recruiting Part-time lead person for the Study Center and Staff Assistant for Library
- Recreation Staff Assistant recruitment coming up

**Mayor Picanco**

- Council approved regulating menacing and aggressive dogs- contracted with County.
- Approved Estrella Warbirds Nov 1 Air show.
- PRHS student-produced tile art project was approved for installation on an outer wall of City Hall.
- CDBG funding granted to ECHO homeless shelter.
- Paso Blast approved to hold a 4<sup>th</sup> of July event in City Park.
- Union Road/Montebello improvements approved- out to bid.

**Councilman Steinbeck**

- Union Road- lines need to be lowered \$2.6M to do road- five sources of revenue for project including grants
- Financial Forecast- City solidly in the black this year
- Discussed accomplished projects

**ADJOURNMENT**

Meeting adjourned at 2:06 p.m. by Chair Janes.

Adjourn to the next regular meeting on Monday, March 10 at 1:30 p.m. in the Senior Center, 270 Scott Street, Paso Robles.

**THESE MINUTES WERE APPROVED BY THE SENIOR ADVISORY COMMITTEE AT THEIR MARCH 10, 2014 MEETING.**

Respectfully submitted by Sharon Williams, Administrative Assistant