

TO: JAMES L. APP  
FROM: MEG WILLIAMSON, ASSISTANT CITY MANAGER  
SUBJECT: AOPA REGIONAL CONFERENCE – REQUEST FOR PROPOSALS  
DATE: SEPTEMBER 16, 2014

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**NEEDS:** For the City Council to adopt Resolution 14-xx expressing support for the selection of Paso Robles to host a Regional Conference of the Aircraft Owners and Pilots Association (AOPA) in 2015, and formal endorsement by the City.

**FACTS:**

1. The Aircraft Owners and Pilots Association (AOPA) is recognized as the leading national organization representing general aviation.
2. AOPA has recently shifted from a large annual convention, held at just one location nationally, to now, a series (4 or 5) of regional conferences, held around the country at smaller airports, thereby providing a greater exposure to more of the flying community. This concept has met with great success in 2014. AOPA has issued a Request for Proposals from interested airports to host the events in 2015.
3. The scope of this (one-day) event requires proposers to identify the ability to accommodate a specific size of gathering:
  - 2500 people in attendance
  - 1000 cars
  - 500 airplanes
4. Airport staff and the Paso Robles Airport Association (PRAA) have worked together to resolve the many logistics requirements on the airport. They have also identified, contacted and secured commitment from the key participants that would be necessary to provide the requisite services identified in the RFP. The involvement of additional community service providers would be secured once our site is selected and a date established.
5. A Proposal to AOPA was drafted through the combined efforts of city staff and the PRAA (attached).
6. The Airport Advisory Committee, at their August 28 meeting, reviewed the proposed RFP response and recommended City Council support of the effort
7. A City Council Resolution expressing official support for the event is an essential element of the submittal.

**ANALYSIS &  
CONCLUSION:**

The influx of 2500 people from all over the west coast is undoubtedly a benefit to the local economy and the ongoing effort to promote our area. There is ample opportunity to involve any and all service providers – restaurants, hotels, wineries, etc. – in promotion efforts of whatever scale is desired. The first step is to be accepted as an event site. The airport is capable of meeting the site requirements, as this event is very similar in size to our annual airshow. The local events calendars have been reviewed and the required three possible event dates submitted impose the least impact on our local schedules for the year.

**FINANCIAL  
IMPACT:**

In keeping with City Policy, the event would be fiscally neutral to the City. The required sponsorships have already been pledged. The additional sponsorship and logistical elements would be added once the selection is made. AOPA is very cooperative in providing much of the necessary support. A final review of the event, once we are selected, will assure compliance with all City requirements and policies.

**OPTIONS:**

- a. For the City Council to adopt Resolution No. 14-xxx expressing official City support for the event.
- b. Amend, modify or reject the above option.

Attachments:

1. Resolution 14-XXX establishing City Council support for the 2015 AOPA event
2. AOPA Event Proposal

RESOLUTION NO. 14-xxx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES  
EXPRESSING SUPPORT FOR AND ENDORSING THE PROPOSAL TO HOST  
AN AOPA REGIONAL CONFERENCE DURING 2015

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WHEREAS, the City of El Paso de Robles operates the Paso Robles Municipal Airport for the service and benefit of the community and; and

WHEREAS, the City recognizes the vital role aviation plays in the economic stability of the local area; and

WHEREAS, the City supports any effort to enhance and grow the local aviation community; and

WHEREAS, the City welcomes the opportunity to host the special events that invite outside visitors into the area to showcase and sample the local fare and experience; and

WHEREAS, a proposal is submitted to host a regional conference of the Aircraft Owners and Pilots Association, a one-day fly-in event at the Paso Robles Airport.

THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. That the City Council of the City of Paso Robles does hereby support and encourage the selection of Paso Robles as a site for an AOPA Regional Conference during 2015.

SECTION 2. That the City Council of the City of Paso Robles does approve the use of the airport facilities as necessary for the staging and operation of the proposed event.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 16<sup>th</sup> day of September 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

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Duane Picanco, Mayor

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Caryn Jackson, Deputy City Clerk



# AOPA Regional Fly-In 2015 Proposal

By Paso Robles Municipal Airport

Paso Robles, CA 93446

September 15, 2014

Airport Manager: \_\_\_\_\_

Airport FBO: \_\_\_\_\_

Airport Governing Authority: \_\_\_\_\_

Mayor of Paso Robles

## Executive Summary



The Paso

Robles Municipal Airport is pleased to provide this proposal in response to the AOPA RFP requesting proposals for AOPA Regional Fly-Ins for 2015. Paso Robles is a pilot-controlled General Aviation airfield. We are located 1 hour south of The San Francisco Bay Area (7.4M population) and 1 hour north of Los Angeles (12.8M population), as measured by a single engine airplane. The airport, itself is 1329 acres with wide-open approaches to 4 runways (6000' and 4700') with Instrument Approaches. Paso Robles has more than 330 VFR days per year.

This proposal meets or exceeds all requirements specified in the AOPA Regional Fly-In RFP for 2015.

Additionally, we believe that the proposal exceeds requirements in several criteria including, but not limited to:

- City Government and local business support including City Council, Chamber of Commerce, Local Businesses and all local Aviation organizations
- **Proposal includes costs for supplemental Tents (if required), Portable Restrooms, and General Liability Insurance for Ramp Management Activities**
- **100% volunteer support for all logistical support during the event including automobile parking, aircraft parking, and continuous on-airport people transportation.**
- **AOPA Mixer on Friday evening with wine and hors d'oeuvres and "People of Note" in Aviation**
- Pancake breakfast on Saturday morning
- Static aircraft exhibit adjacent to "main stage"
- Brief aerial demonstrations of warbirds
- Mixer on Friday evening on the airfield with Paso Robles wine, Local microbrewed beer, and food, sponsored by the Paso Robles Airport Association.

The Paso Robles area is an up-and-coming wine region in California. With more than 225 wineries and more than 50 hotels and Bed & Breakfasts within 15-20 minutes of the airport, attendees will decide to come to the AOPA Regional Fly-In with their families and friends.



Hotels run from budget-minded to 5-star. With hotels participating in the AOPA Regional Fly-In, AOPA members will receive discounts and other perks upon booking their lodging.



The area is less than ½ hour to the pristine coast of the Pacific Ocean and to The Hearst Castle which is California's most popular State Park.



# Section 1 Minimum Criteria

AOPA Airfield/Airspace Criteria	Response
Non-air carrier airport; not currently regulated under Transportation Security Administration Regulation (TSAR) 49CFR Part 1542	<b>Meet Requirement.</b> PRB is a Class E General Aviation airport
Minimum of two runways; at least one runway with a minimum of 4,000' paved runway length (potentially more based on airport elevation/location)	<b>Meet Requirement.</b> PRB has 2 non-intersecting runways; Runway 1/19 is 6,008' x 150' and Runway 13/31 is 4,701' x 100' 
Not located within or below the lateral limits of Class B Airspace	<b>Meet Requirement.</b> Surrounding Airspace is Class G
Restricted Airspace does not exist in size of proximity to the airport that would either hinder high volume VFR traffic flow to or from the airport.	<b>Meet Requirement.</b> 
Instrument Approach Available	<b>Meet Requirement.</b> RNAV GPS RWY 19 VOR/DME RWY 19 VOR/DME-B
Other nearby general aviation airport that could serve as a reliever field for additional aircraft capacity located no further than a 30-minute drive by ground transportation	<b>Meet Requirement.</b> KSBP: San Luis Obispo L52: Oceano

AOPA Aircraft Parking, Automobile Parking, and Aircraft Services Criteria	Response
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Capacity on airport for no less than 500 light general aviation aircraft to park on a combination of paved surfaces such as ramps, taxiways, and runway infrastructure; additional potential to use appropriate grass surfaces during dry weather.

**Meet Requirement.**



Above Illustration shows event at Paso Robles Airport with 1000+ cars (right) and terminal and static area along the ramp.

Capacity for vehicle parking for no less than 900 automobiles on

**Meet Requirement.** The airport supports an annual airshow and routinely parks more than 1000 automobiles in the area designated in the illustration.



the airport or in close proximity.



Satellite View of Parking Area



Aerial View of Parking Area on Airport

On-field FBO/fuel provider with desire and ability to participate in the event, with the capacity to provide 100LL fuel service to no less than 250 aircraft within 6 hours, and to expand manpower


**Meet Requirement.**

The Paso Robles Jet Center (PRJC) commits to meet this fuel servicing requirement. No assistance from AOPA is needed. A Letter of Support from ACI is attached.

As planes are parked, a fuel order will be specified. PRJC will service planes continuously throughout the weekend.

Additional service requests can be made at that time, or as the need arises.

as needed to meet service demands. AOPA is able to assist FBOs with securing volunteers to serve under FBO direction	
On-call minor airframe and aircraft powerplant maintenance services.	Provided by ACI and Frank Shaw Aviation Services

AOPA Hangar/Event Space Criteria	Response
Adequate hangar space available for AOPA's use for staging, dining, and education for the "main stage / show center". General minimum is at least one 8,000 sq ft hangar available at no cost to AOPA.	Utilize ACI Hangar which has 10,000 sq ft.
Space in addition to the "main stage" area for seminars, exhibits, forums, or similar activities in hangars or other facilities. This can include outdoor space for temporary event tenting.	Three (3) additional Executive hangars (6,000 s.f. each) adjacent. Plus tents as needed.
Adequate ramp space for static display aircraft. General minimum is at least 90,000 sq ft	<p><b>Meets Requirement.</b> Area highlighted is airport central (ie, on the ramp in front of the terminal).</p> 
AOPA Fly-Ins take place rain or shine; available event space will need to be committed for use from Thursday through Sunday for setup, event, and cleanup	<b>Meets Requirement.</b>

AOPA Community Criteria	Response
Strong active and engaged local general aviation community	<b>Exceeds Requirement.</b> The 300 member Paso Robles Airport Association, EAA Chapter 465, Antique Aero, and the 500 member Estrella Warbird Museum support this AOPA event.
Airport management and controlling authority that is a demonstrated supporter of general aviation.	City Council Resolution. Airport Manager letter of support.
Variety of quality local accommodations, including lodging, restaurants, and other attractions.	<p><b>Lodging:</b> La Quinta, Marriott Courtyard, Paso Robles Inn, Hampton Inn, Best Western Black Oak, Adelaide Inn, Holiday Inn Express, BelaSera (high end), Hotel Cheval (luxury), Ayers Resort (high end) plus numerous motels. 25-30 Bed and Breakfast Inns. All hotels, listed above, within 5-10 minutes of airport.</p> <p><b>Restaurants:</b> (More than 75 within 10-15 mins of Airport)</p> <p><b>Elegant Californian:</b> Artisan, Roberts</p> <p><b>Spanish:</b> Estrella, Fish Gaucho</p> <p><b>Bistros:</b> Odyssey, Berry Hill, Bistro Laurent, Villa Creek, Thomas Hill Organics</p> <p><b>Thai:</b> Thai Classic, Basil</p> <p><b>American:</b> McPhee's Grill, Hunter Ranch Grille, Chicos</p> <p><b>Mexican:</b> Mexicana, Tortilla Town</p> <p><b>Italian:</b> Lombardi, Buono Tavola, Il Cortile</p> <p><b>Japanese:</b> Yanagi, Goshii</p> <p><b>BBQ:</b> Bad Bubba's</p> <p><b>Pizza:</b> numerous within 5 minutes of airport</p> <p><b>Other Attractions:</b> 250 wineries, 3 lakes with camping/fishing/boating, Hearst Castle, Estrella Warbird Museum on airport</p>
Availability of local volunteers, such as state pilot associations, local aviation clubs, EAA chapters, CAP, Boy/Girl Scouts	Paso Robles Airport Association – 300 members Estrella Warbird Museum – 500 members EAA Chapter 465 – 25 members Boy Scouts Troop – 25 members



## Section 2 Desirable/Optional Criteria

AOPA Sponsor Airport and/or Community Financial Participation Criteria	Response
<p>Ability of the airport and community to participate in the cost of hosting the event. Such participation may include, but is not limited to: 1) Event marketing &amp; promotion, 2) provision of event logistical items such as portable restrooms, tents, tables, chairs, golf carts, ground transportation shuttles, water connections and electrical generators</p>	<p>The <b>Paso Robles Chamber of Commerce</b> (<a href="http://www.pasorobleschamber.com">http://www.pasorobleschamber.com</a> ) and the <b>City of Paso Robles/Travel Paso Robles Alliance</b> (<a href="http://www.travelpaso.com">http://www.travelpaso.com</a> ) will provide marketing &amp; promotion of the event.</p> <p>The <b>Paso Robles Municipal Airport</b> will provide restrooms, golf carts and on-airport transportation for all guests including vehicles, drivers and fuel.</p> <p>The <b>Paso Robles Airport Association</b> will provide all staff to direct aircraft to parking and tie-down, arrange for fueling and other service needs, and coordinate departures. This will be provided from Friday 9am until Saturday evening at 7pm.</p> <p>The <b>Paso Robles Airport Association &amp; EAA Chapter 465</b> will provide a Pancake Breakfast from 8-10am on Saturday.</p>
<p>Please describe in your proposal what kind of support (from the list above or other) that the airport and/or community can provide.</p>	<p>Paso Robles Municipal Airport will provide all volunteers for event logistics including aircraft parking, aircraft fueling and other service needs, on-airport people transportation to/from aircraft and/or automobile parking and main stage, all portable restrooms, golf carts, water connections and electrical power. All costs incurred for static and aerial aircraft will be covered by the Paso Robles Municipal Airport.</p> <p>All costs for the above listed items will be supplied at no cost to AOPA.</p>

AOPA On/Near- Airport Amenities Criteria	Response
Availability of turf area suitable for camping	The airport has green grass area for 10-12 tents next to the terminal. We can allocate an area behind the "main stage" for additional tents. Portable restrooms provided and water source.
Availability of turf runway	No, but there is a safety zone alongside runway 1/19 that is maintained by the airport.
Availability of seaplane landing	No.
Availability of on-airport restaurant or food and beverage options such as trucks or mobile caterers	Caterers and on-airport food can be provided for this event.
Location of aviation-related museum or other attractions on or near airport	<p>Estrella Warbird Museum (<a href="http://www.ewarbirds.org">http://www.ewarbirds.org</a>) is on the field. Ten Acres of indoor and outdoor warbird airplanes and classic automobiles.</p> <p>Paso Robles Pioneer Museum (<a href="http://www.pasoroblespioneermuseum.org/index.htm">http://www.pasoroblespioneermuseum.org/index.htm</a>) is located 4 miles in town.</p> <p>Wine Tasting at more than 225 Wineries within 30 minutes of the airport. Click on this link: <a href="http://www.pasowine.com/">http://www.pasowine.com/</a></p> <p>Hearst Castle (<a href="http://hearstcastle.org/">http://hearstcastle.org/</a>)</p>

The most favorable times of year to host the AOPA Regional Fly-In are:

- April 10-12
- June 19-21
- October 23-25

These dates provide the the mildest weather and highest likelihood for sunshine. They have no conflict with any known aviation events, and no conflicts/overlap with significant events in the Paso Robles area.

The Reliever airport is San Luis Obispo (KSBP) located 35 miles from Paso Robles Airport. KSBP is managed by **Kevin Bumen**, C.A.E. , General Manager San Luis Obispo County Regional Airport (SBP), Oceano Airport (L52), (O) 805-781-5955, (M) 530-990-3091, [www.sloairport.com](http://www.sloairport.com)