



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

AIRPORT ADVISORY COMMITTEE MINUTES

Thursday, October 22, 2015 - 7:00 PM
Airport Terminal Conference Room – 4900 Wing Way

CALL TO ORDER - 7:00 PM by Chairman Mark Lisa

Roll Call:

Committee members:	Corman, Finn, Fretwell, Lisa and Surber
Absent:	Frank Shaw, Alternate
City Council:	Steve Gregory and John Hamon
Planning Commission:	Darrel Cooper
Staff:	Dick McKinley and Roger Oxborrow

PUBLIC COMMENT None.

CONSENT

1. **Minutes** – The committee reviewed the minutes of the August 27, 2015, meeting.
A motion by Mr. Fretwell, seconded by Mr. Finn, to approve, passes unanimously.

COMMITTEE BUSINESS

2. **City Liaison Reports** – Staff reviews recent City Council actions with relevance to the Airport:

- (9/15) Set a date for committee interviews.
- (9/15) Approved a resolution authorizing application for State Grant for airport taxiway improvement project.
- (10/15) Conducted committee interviews.
- (10/20) Received a Public Works Department Overview Presentation.

Mr. McKinley provided the committee with copies of the airport slides from the presentation and a recap of the specific airport information that was presented to the City Council. Councilman Gregory complimented Mr. McKinley on his presentation and further explained the intent of a current request to hire an additional member of the City Capital Projects Engineering staff (EIT) to support the current engineers with their various capital projects in the City that are either now underway or anticipated in the future.

3. **Sub-Committee Reports**
 - **Business Improvement Plan (Finn/Fretwell)**
 - **Maintenance Standards (Lisa/Corman)**

Chairman Lisa opens the discussion on the work of the subcommittees by congratulating all for their efforts. The finished work product of each sub-committee is included in the agenda packet. Since the work is essentially complete and, in the case of the Maintenance Standards, already being implemented, all that remains is for the committee to take action to receive and file the documents. Each will be attached to the minutes of this meeting and forwarded to the City Council. **A motion** by Mr. Corman, seconded by Mr. Finn, to receive and file the 2015 Update for the Airport Business Improvement Plan and the Airport Maintenance Standards document passes unanimously.

4. **Airport Security** – Staff provides a brief overview of the airport perimeter and the efforts to secure it. Essentially, all but one of the 20 access points is now secured. No other action is taken.
5. **Development Activity Report** – Staff reports that each of the previously reported projects in the airport area remains active in the City planning process and that no new projects have been submitted.
6. **Airport Special Events** – Mr. McKinley reports on the progress of developing a user friendly application form that allows prospective event organizers to request contact to initiate the review process. This form is being developed with the assistance of the Graphics Staff of ACI, our FBO. A finished product is expected for the December meeting. He also demonstrated the accessibility to the airport Events web pages and the City Event calendar for scheduling of airport activities and events. Under Special Events, Mr. Corman reported on the progress with the AOPA and their continued interest in sponsoring a Regional conference event at Paso Robles in 2017.

COMMITTEE MATTERS

Mr. Fretwell reports on the success of the recent B-17 display and rides that were conducted in cooperation with the Museum by the EAA. He also reports on his attendance and presentation at the national Lancair convention, inviting them to attend a fly-in at Paso Robles on April 30, May 1, 2016. The event is moving forward in its planning process.

Mr. Corman questions the applicability of current Airport Regulations in the special event process and the need to review and amend those that are not compatible with current efforts. It is suggested that the committee might undertake an effort to review pertinent sections of the regulations over the next few months to determine and make recommendations as to any needed amendments. **A motion** by Mr. Corman, seconded by Mr. Fretwell, to place this matter on the next agenda passes unanimously.

DIRECTOR/MANAGER UPDATE

- Mr. McKinley reports on the progress of the Airport Lease Policy/Rate Study effort. A draft of the documents is anticipated shortly and will be forwarded to the committee for review. It is expected that the final review process will include some additional face-to-face interviews as part of the ABS work product.
- The City Council reappointed Mr. Corman to serve another 2-year term as a regular member. Mr. Shaw was reappointed to serve another 2 years as the Alternate. Mr. McKinley introduces Mr. Ken Butts, who is appointed to serve as a Regular member of the committee for the next two years. As this is the last meeting for the current committee, the outgoing Chairman and committee member, Mark Lisa is presented with a letter and Certificate of Appreciation for his service.

ADJOURN – 8:15 PM, to: Next regular committee meeting:
Thursday, December 10, 2015, 7:00 PM, Airport Terminal, 4900 Wing Way.



City of El Paso de Robles

"The Pass of the Oaks"

Paso Robles City Library

MINUTES OF THE LIBRARY BOARD OF TRUSTEES

November 12, 2015 ~ Paso Robles City Library, 1000 Spring Street, Paso Robles

President Pamela Alch

Tina Lau; Nancy Major; Dave Sequeira; Deborah Sharp

CALL MEETING TO ORDER

Acting President Lau called the meeting to order at 9:05 a.m.

ROLL CALL

Don Rader, Administrative Assistant, took roll as follows:

Members present: Lau, Sequeira, Major, Sharp

Absent: Alch

City Staff: Julie Dahlen, Director of Library & Recreation Services

City Council rep: Councilman Jim Reed

PUBLIC COMMENTS -None

CONSENT AGENDA

1. A motion was made by Trustee Sharp, seconded by Trustee Sequeira, to approve the Minutes of the October 8, 2015 meeting. Motion passed. Voice vote: 4 ayes, no dissent.

DISCUSSION ITEMS

2. **Advocacy Activities/Opportunities**

-Trustee Sequeira talked about the October 20 City Council meeting he attended as did Trustee Lau for the November 3 meeting.

-Trustee Sequeira plans on attending the November 17 City Council meeting and Trustee Lau the December 1 City Council meeting.

3. **Possible Library Closure for Saturday, December 26, 2015**

-Due to possible staffing shortages the day after Christmas a motion was made by Trustee Sequeira, seconded by Trustee Sharp, to close the Library on Saturday, December 26 if necessary. Motion passed. Voice vote: 4 ayes, no dissent.

continued

4. **Review December 2015 Art**

-Art for the month of December was reviewed. Wall art will have the work of Janice Pluma while the display case will have the work of Jana Seely.

COMMUNICATIONS/REPORTS

-**Councilman Jim Reed** discussed raising water rates and a storm water improvements grant.

-**Julie Dahlen** talked about staffing issues with the need to replace Staff Assistants and preparing the recruitment for a City Librarian. She also talked about the BookPlates! fundraiser on Saturday, November 14.

UNSCHEDULED MATTERS

-Trustee Major talked about possible staff recognition by the Board at the Board's December 10 meeting.

ADJOURNMENT

-Adjourned at 9:47 a.m. to the following:

-the Friends of the Library meeting on Thursday, November 12, 1:00 p.m. in the Library Conference Room;

-then to the BookPlates! fundraiser on Saturday, November 14, 6:00 p.m. in the Library;

-then to the regularly scheduled meeting of the Library Board of Trustees on Thursday, December 10, 2015, 9:00 a.m. in the Library Conference Room, 1000 Spring St.

These minutes were approved by the Library Board of Trustees at their December 10, 2015 meeting.

Respectfully submitted by Don Rader, Administrative Assistant

Library Board of Trustees Minutes of November 12, 2015