



MINUTES OF THE SENIOR CITIZEN ADVISORY COMMITTEE

February 8, 2016

1:30 p.m.

Senior Center, 270 Scott Street, Paso Robles CA 93446

CALL MEETING TO Chair Durrett called meeting to order at 1:34 p.m.

PLEDGE OF ALLEGIANCE – Chair Durrett

ROLL CALL

Members present: Eileen Brown, Marilyn Carey, Martha Durrett, Kooki Peters, Tony Streiling, Louis Villano

Absent: Marie Brinkmeyer

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

SVS absent: Sharon McLean

Council present: Steve Gregory, Jim Reed

Guest: Dale Gustin

PUBLIC COMMENT – Dale Gustin announced that he is running for County Board of Supervisors.

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. **Approve Minutes of January 11, 2016 meeting-**
Moved and seconded by Peters/Streiling to approve the minutes of the January 11, 2016 meeting - motion carried.
2. **Senior Endowment Report-**
January 2016 Senior Endowment report was received and filed.

BUSINESS ITEMS:

SENIOR VOLUNTEER SERVICES REPORT – (Kooki Peters)

- Valentine party will be held this Friday at 2 pm.
- Hosting Cuesta College Emeritus in the Fall- courses (TBA) will be offered at Senior Center and City Library
- Arthritis Foundation- February 26
- Dignity Series- March 4 – April 8

CITY COMMUNICATIONS

Lynda Holt, Recreation Services Manager

- SLOCAPRA Commissioner's workshop- March 5 for advisory members. This year's topic is The Growth of Social Media and The Youth of Today.
- Aquatics recruitment opened today.
- Planning stages for upcoming April 16 Taco Bell Track Meet.
- ARTSFEST planning for May 28 event.

Julie Dahlen, Library and Recreation Services Director

- Reported on progress with City Librarian recruitment.

Councilman Jim Reed reported on the following City Council issues:

- Emergency homeless shelters- staff directed to look into facilities.
- Outstanding employee awards.
- Planning Commission appointed two new members.

Councilman Steve Gregory reported on the following City Council issues:

- Honored Randy Nelson, former High School principal.
- Cross Country athletes honored.
- Sky Diving Company coming into Airport.
- MLK Choir was at City Council meeting, nice feature to meeting.
- Homelessness.

UNSCHEDULED MATTERS

Lynda Holt received phone call from a citizen concerned with construction on North side of Street near Creekside Garden. Construction fence has overtaken crosswalk, leaving no sidewalk. Councilman Gregory made note to look into matter.

ADJOURNMENT

Meeting adjourned at 2:00 p.m. by Chair Durrett.

Adjourn to the next regular meeting on Monday, March 14, 2016 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 14, 2016 MEETING.**

Respectfully submitted by Sharon Williams, Administrative Assistant



MINUTES OF THE PARKS AND RECREATION ADVISORY COMMITTEE

February 8, 2016

Time: 4:00 p.m.

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

CALL TO ORDER (*Chair Taranto*) 4:05 p.m.

ROLL CALL

Members present: Stacia Finley, Robert Orlando, Justin Perino, Christopher Taranto

Absent: Pamela Janes

City Staff present: Freda Berman, Julie Dahlen, Lynda Holt, Dick McKinley, Sharon Williams

City Council absent: Steve Gregory, John Hamon

Planning Commissioner absent: Scott Brennan

PUBLIC COMMENT: none

CONSENT AGENDA

1. **Approval of minutes for January 11, 2016** –
Moved and seconded by Finley/ Orlando to approve the minutes of January 11, 2016- motion carried

BUSINESS ITEMS

2. **Advocacy Activities/Opportunities** (*Taranto*)
 - Taranto attended Downtown City Park ground breaking.
 - Orlando looked over layout of City Park.
 - AYSO 741 electing new board tonight.
3. **Pool and City Park Renovations – Progress Report** (*Berman*)
 - Feb 29- Municipal Pool renovation starts.
 - City Park renovation is underway.
 - Centennial Pool renovation includes upgrades in the Centennial Parking lot.

CITY COMMUNICATION/REPORTS:

Lynda Holt, Recreation Manager:

- SLO CAPRA workshop at Dairy Creek Golf course- March 5; 8a-2:30p, Cal Poly students and professors will be presenting information.
- Aquatics recruitment opened today- eight new positions will open at Centennial Pool.
- Kennedy and PR Sports Club offering lifeguard training.
- Taco Bell Track meet- April 16 working with Richard Clayton from Paso Robles School District.
- ARTSFEST- May 28
- Concerts in the Parks- received 60 band submissions

Julie Dahlen, Director:

- New City Manager is starting his third week with city.
- Housing Constraints Committee may be renamed as Housing Opportunities Committee; first meeting is February 17 at 6:00 p.m., Julie will attend.
- City Weekly Summary- future story on the Parks and Recreation Advisory Committee?

Dick McKinley, Public Works Director:

- Airport Appreciation Day- Sat., Sept 24, 2016.
- Deferred maintenance projects are under consideration in current budget process.
- Scott Street- supplemental sales tax project; first phase- ADA ramps and sidewalks.
- Out to bid for 1st – 10th Spring Street.

Councilman John Hamon:

- Discussed homeless situation at Riverbed.
- The County is asking the City to provide access to public facilities in a declared emergency.

Councilman Steve Gregory:

- Advocated cleaning of River Trail.
- MLK Choir performed for City Council invocation; PRHS Cross Country team, former principal Randy Nelson, and some city staff were recognized.
- Airport Advisory meeting- a skydiving business is interested in locating at the PR Airport.
- Everyone in the Pool event- April 30- sponsorship opportunities available; \$100,000 goal.
- Recently engaged in a discussion with teens re: recreation needs.
- Taranto requested talking points re: the pools and City Park projects for the committee.

ADJOURNMENT

Meeting adjourned at 5:01p.m. Finley/Orlando

Next regular meeting is scheduled for Monday, March 14, 2016, 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 14, 2016 MEETING**



City of El Paso de Robles

"The Pass of the Oaks"

Paso Robles City Library

MINUTES OF THE LIBRARY BOARD OF TRUSTEES

February 11, 2016 ~ 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 9:03 a.m.

ROLL CALL

Don Rader, Administrative Assistant, took roll as follows:

Members present: Sequeira, Lau, Sharp, Major

Absent: Alch

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

Karen Christiansen, Library Manager, Adult Services Librarian

City Council rep: Councilman Steve Gregory

PUBLIC COMMENTS -None

CONSENT AGENDA

1. A motion was made by Trustee Sequeira, seconded by Trustee Sharp, to approve the Minutes of the January 14, 2016 meeting. Motion passed. Voice vote: 4 ayes, no dissent.

DISCUSSION ITEMS

2. Advocacy Activities/Opportunities

-Trustee Sequeira plans on attending the February 16, 2016 City Council meeting and

Trustee Lau the March 1, 2016 City Council meeting.

-Julie Dahlen updated the Board on how to get agenda items on the Library Board agenda.

3. Service to Spanish Speaking Population

-The Board continued their discussion on better serving the Spanish speaking population. Ideas garnered from the public included fliers in English and Spanish; outreach to farm-worker's children; bi-lingual story time; and more Hispanic teen volunteers.

-As suggested by Councilman Gregory, Trustee Lau and Volunteer Coordinator Suzanne Robitaille will look into attending meetings of the local Hispanic Business Association.

continued

4. **Review March 2016 Art**

-Art for the month of March 2016 was reviewed. Wall art will have the work of Page Graeber while the display case will have the fossils, rocks, and gems of the Santa Lucia Rockhounds.

COMMUNICATIONS/REPORTS

-**Councilman Steve Gregory** provided an update regarding the new City Manager; water rates; airport management; street construction; and the Centennial Pool fundraiser.

-**Karen Christiansen** reported on the Library's staff recruitment efforts and announced that Melissa Bailey has been selected to oversee the Library Study Center. Summer Reading Programs are being readied. There will be a children's and teens' reading program this summer. The Library will also have additional summer programs for adults, but the reading portion of the Adult Summer Reading program is not being offered this year.

-**Julie Dahlen** discussed meetings held with individual board members and Mayor Steve Martin to ascertain their views on key library issues.

Dahlen also suggested including a "Trustee Tip of the Month" for further professional development of the Library Board. As an example, Dahlen defined 2 types of Library Boards: governing and advisory. The Paso Robles Library Board is an advisory board appointed by City Council to evaluate policy matters. The Board also has a community liaison role which involves attendance at City goal-setting workshops and City Council meetings, advocating for library series and resources that best meet the needs of our community.

TRUSTEE COMMENTS -None

ADJOURNMENT

-Adjourned at 10:40 a.m. to the following:
-to the Friends of the Library Meeting at 12:00 p.m. in the Library Conference Room;
-then to the next regularly scheduled meeting of the Library Board of Trustees on Thursday, March 10, 2016, 9:00 a.m. in the Library Story Hour Room, 1000 Spring St.

These minutes were approved by the Library Board of Trustees at their March 10, 2016 meeting.

Respectfully submitted by Don Rader, Administrative Assistant

Library Board of Trustees Minutes of February 11, 2016



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

AIRPORT ADVISORY COMMITTEE MINUTES

Thursday, February 25, 2015 - - 7:00 PM
Airport Terminal Conference Room – 4900 Wing Way

CALL TO ORDER - 7:00 PM by Chairman Phil Corman

Roll Call:

Committee members:	Butts, Corman, Finn, Fretwell, and Surber
Alternate:	Frank Shaw
City Council:	Steve Gregory, John Hamon and Jim Reed
Staff:	Tom Frutchey, Dick McKinley and Roger Oxborrow

PUBLIC COMMENT Dr. Mike Levine, Information Officer for the Museum, advises the committee of upcoming Museum events: (3/31/16) the screening of the film "Flying the Feathered Edge" at Galaxy Theatres in Atascadero; (5/7/16) the eighth annual Warbirds, Wings & Wheels show at the Museum; (6/25/16) a golf tournament at Paso Robles Country Club. Pete Snyder (Paso Robles) discusses airport potential, the need for communications with the City and the need to develop a vision for the future. Tony Gaspar reports on Airport Appreciation Day. The date is moved to September 24 with fly-in activities on Friday, Sept. 23 and a swap meet at the Museum on Sunday, Sept. 25. A formal outline and request will be presented to the committee at the next meeting.

CONSENT

1. **Minutes** – The committee reviewed the minutes of the January 28, 2016, regular meeting and the February 11, 2016, adjourned meeting.
A motion by Mr. Finn, seconded by Mr. Fretwell, to approve as presented, passes unanimously.

OLD/RECURRING BUSINESS

2. **City Liaison Reports** – Airport Lease Analysis and Rent Policy documents were accepted by City Council to receive and file, as requested. Mr. McKinley advises that two lease documents, which will be discussed later in this meeting, will be presented to City Council on March 1.
3. **Sub-Committee Reports**
 - **Economic Impact Calculator (Fretwell)** – Dialogue continues with the software provider as agreements are reviewed so they can be signed with minimal process. Because of staff turnover on both sides, it is taking time to bring new people up to speed. Completion of this process is expected soon.
 - **Airport Regulations Review (Fretwell/Shaw)** – A number of volunteers who worked to review and provide comment on the various sections of the regulations are noted and thanked for their participation. The sub-committee will now compile the input received into a final document to present to the full committee for their review and recommendation.
 - **Lease Policy Review (Corman/Surber)** – At the recommendation of the committee, the lease review analysis and policy were submitted to the City Council to receive and file. There remains a need to develop a usable document to guide airport leasing efforts. The sub-committee will work to review the documents and determine if viable revisions are possible. Committee consensus is to wait until the other current projects are closer to completion before this additional work is attempted (2-3 months).

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Item #3. (continued)**

- **Business Improvement Plan – Airport Governance (Corman/Surber)** – At the last meeting, the Committee narrowed the field of possible governance methods to three: an LLC/non-profit corporation organization with a Board of Directors; the appointment of an Airport Commission; and the retention of the existing organization with modifications to some current processes. Sub-committees were assigned to review each of these methods and report back with their findings and evaluations of the selected method.

Mr. Butts and Mr. Finn reported on their review of the current organization, the possible improvements of providing additional authority to the management level at the airport, as well as working to improve the leasing review and permitting process (fast track) to facilitate and expedite new projects. It is noted that essentially the same groups, people and positions would provide the decisions and guidance of operations aspects of the airport as at present. Mr. Finn presented copies of a survey provided by CALTRANS which compares various airports.

Mr. Corman and Mr. Shaw reported on their review of the Commission alternative. The possible composition in both numbers and diversity of membership are discussed. The relationships of the commission with the City Council and with current city staff positions are considered. As with other alternatives, the effort to promote and market the airport may be best served by outside specialists specifically engaged to perform this service.

Mr. Fretwell and Mr. Surber discuss the LLC concept. Initial selection through a competitive review process is necessary. Such a review would consider abilities and expertise in the fields of administration and financial background. The need to establish a process for performance evaluation and accountability is essential. Mr. Surber reviews the criteria matrix and their evaluation of the benefits of this method when compared to the others being considered.

Public comment is heard from Mike Levine, Martin Caskey, Richard Morton and Tom Pecharich.

The committee discusses many of the concepts presented and then works to determine a next step to the process. It is determined that additional review of each of the alternatives is necessary. It would also be beneficial to invite a representative user of each of these governance types to make a presentation to the committee and then discuss and answer questions pertinent to their relative experience.

A motion by Mr. Fretwell, seconded by Mr. Butts, to (#1.) continue to review each of these alternatives and to 'drill down' to a deeper and more detailed level of understanding of them; and (#2.) to identify a qualified person that could make the requested presentation to the committee at the next meeting, passes unanimously.

DIRECTOR/MANAGER UPDATE

- Mr. McKinley reports on the need to clearly identify City uses of airport property and any appropriate compensation to the airport as required by good business practices and the FAA. Specific documents have been drafted to address the location of city water wells on airport property and also a solar power facility that is currently underway. The terms and specifics of these documents are discussed. They will both be presented to City Council for adoption at their March 1 meeting.
- Mr. Oxborrow reports on a Special Events/Fly-in inquiry page that has been added to the airport web site to simplify the outside interest/application process.

COMMITTEE BUSINESS - None

ADJOURN – 9:20 PM, to: Regular committee meeting:
Thursday, March 24, 2016, **5:30 PM**, Airport Terminal, 4900 Wing Way..