

**SANTA YNEZ VALLEY AIRPORT AUTHORITY, INC.**  
**REGULAR MEETING MINUTES**  
**February 2, 2017**

Called to order by President Knight at 7:00 P.M.

<b>Directors Present:</b> <b>President Knight</b> <b>Director Vrastil</b> <b>Director Romero</b> <b>Director Bollay</b>	<b>Secretary Fischer</b> <b>Vice-President Peternel</b> <b>Director Murphy</b>
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<b>Directors Absent:</b> <b>Treasurer Zimmerman</b> <b>Director Marchi</b>
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**Asst. Manager: Dave Romero – present**

**Consultant: Kim Joos - present**

**Reading of the last minutes:** Vice-President Peternel moved to approve the minutes as read from the Regular Board meeting of January 5, 2017. The motion was seconded by Director Vrastil and carried.

**Report from Closed Session:** There was no Closed Session during the January 5, 2017 Board meeting.

**Treasurer's Report:** No report given.

**President's Report:** President Knight reported that there is currently a Port-A-Potty on the ramp due to the office bathroom closures.

**Manager's Report:** Asst. Manager Romero stated that the airport withstood the storm system as well as the aircraft on the ramp. The 'Wicked Wine Run' held at Gainey Vineyard is again requesting the airport be used for event parking on March 18, 2017 from 3:00pm – 10:00pm. An event charge of \$1,000 will be collected as well as proof of liability insurance.

**Public Comments: (limited to items not on the agenda):** Director of General Services, Jeanette Pell, was introduced by President Knight.

<b>Agenda Items</b>
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**1. Membership - -**

A. Application Approval – No new applications for membership were received.

Secretary Fischer reiterated last month's motion to approve two Non-User Director positions with the condition that the directorship of both parties were consistent with the Authority's By-Laws. Secretary Fischer affirmed that the directorship of both parties were indeed consistent with the Authority's By-Laws.

**2. T-Hangar Door/Wheels** – Vice-President Peternel reported that Lloyd Sorensen's hangar required immediate repair as the door could not be closed. He took several pictures of the repair process including fabrication of many of the parts. He informed the Board that he would be

billing for reimbursement. The Board directed Vice-President Peternel to secure several bid estimates for T-hangar roof replacement for A, B, and C Rows.

**3. Website Maintenance Vendor Update**– President Knight reported that the Authority needs to get the past minutes and agendas on the website. Kim Joos reported that she had exported the 2015 and 2016 minutes in pdf format to Maki Ling to be posted to website. She said he had to determine an effective way to administratively post items to an archived page. Once he determined that, she stated it would be prudent to have a training session so that management could expand their website administration capabilities. President Knight also noted that the webcam still was not operable and that the website could not be accessed from the airport office. These issues will be brought up to Maki Ling.

**4. ABC Hangar Extension** – Secretary Fischer suggested that with Vice-President Peternel’s interest in the hangar extension and his current work with T-hangar maintenance, he might be interested in chairing the ABC Hangar Extension Committee. Vice-President Peternel agreed and was so appointed by President Knight.

**5. Office Plumbing Repair** – President Knight reported that the septic line from the office bathrooms to the septic tank was corroded and caving in. He had received four separate estimates ranging from \$3,000 to \$15,000. One company put a camera down the septic line and the problem appeared to be outside and not within the administration building. He recommended that the outside work of repairing the septic line be done at this point to determine if that will remedy the issue. Director Romero moved to approve up to \$4,000 to repair the outside septic line from the tank to the building and to replace the urinal in the men’s bathroom. Director Bollay seconded the motion and carried.

**6. Brown Act Training** – President Knight reported that he researched on-line Brown Act training. Once completed, Directors sign that they’ve been through the training and understand the training. Our current By-Laws indicated that the Authority is under the Brown Act. Director Bollay moved to approve the on-line Brown Act training for the Board and that it should be conducted soon. Director Vrastil seconded the motion and carried.

**7. Authority Newsletter Funding** – Bob Perry reported that he had sent out a glossy newsletter to the membership as well as making it available to airport customers and users. He stated the cost to produce the newsletters was \$600 plus mailing. The Board felt the distribution of a hard copy newsletter was cost prohibitive and recommended the newsletter be sent electronically to the membership after it went through Board review. The Board thanked Mr. Perry for his efforts to produce a quality newsletter. It is expected that the electronic newsletter would be disseminated quarterly.

<b><i>Advisory Committees:</i></b>	
<b>Document Review: (Fischer)</b>	None.
<b>Finance: (Zimmerman)</b>	None.
<b>Flight Ops: (Romero)</b>	None.
<b>Grants: (Peternel)</b>	None.

<b>Membership: (Fischer)</b>	None.
<b>Personnel/Safety: (Peternel)</b>	None.
<b>Public Relations: (Knight)</b>	None.
<b>RealEstate/Deferred Maintenance: (Zimmerman/Peternel)</b>	None.
<b>Special Events: (Bollay)</b>	None.
<b>Website: (Bollay)</b>	None.
<b><u>Ad Hoc Committees:</u></b>	
<b>Hangar Extension (Fischer, Knight, Joos)</b>	None.
<b>AC Maintenance Facility (Knight)</b>	None.
<b>Land Acquisition (Knight):</b>	President Knight discussed a possible land acquisition from Gainey Vineyards with SBCAG/ALUP. A minimum of 100 acres would have to be purchased to keep the land in the Williamson Act.
<b>Land Lease Review (Joos, Knight, Kunkle)</b>	Kim Joos reported that her committee has added Jim Kunkle. She stated that a schedule of all land leases was created, establishing the lease start date and ending date as well as an identification of the clauses used for the lease agreements. Kim Joos stated her desire to see the Authority move forward with the Airport Lease and Management Agreement renewal concurrently with the Land Lease Review. She also stated the need for a renewed Airport Ordinance to replace the outdated Ordinance 3310. Kim Joos stated that her committee would now begin to assess the way forward.
<b>FAA Hangar Compliance (Bollay, Fischer, Bourgeois)</b>	None.
<b>Master Lease Review (Murphy)</b>	President Knight established this committee and appointed Director Murphy to Chair the committee.
<b><u>Closed Session:</u></b>	None.

**Next Meeting:** The next meeting will be March 2, 2017.

**Meeting Adjourned:** Regular Session adjourned at 9:30 pm.

**Respectfully Submitted,  
Felix Fischer, Secretary**