

**SANTA YNEZ VALLEY AIRPORT AUTHORITY, INC.**  
**REGULAR MEETING MINUTES**  
**March 3, 2016**

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

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

**Consultant: Kim Joos – present**

**Reading of the last minutes:** Secretary Fischer moved to approve the minutes as amended from the Regular Board meeting of February 4, 2016. The motion was seconded by Director Romero and carried. The amendment included language in Agenda Item 2 to reflect that the Authority would pay 66% of the cost share to pave the area outside the EAA footprint but not to exceed \$9,500.

**Report from Closed Session:** There was no Closed Session during the February 4, 2016 Board meeting.

**Treasurer's Report:** Director Thore reviewed the financials and stated that the Authority's cash position was \$781,087. She reported that a reserve will be put into a conservative interest bearing account.

**President's Report:** President Knight reported that the contractor for pest control is still securing the necessary permits. The fuel island signage will be upgraded to LED lights soon and paid for by AvFuel. The agreement with AvFuel has been signed. The agreement has a five year term. If the agreement is broken before the five years, all monetary investments that AvFuel has contributed shall be prorated according to the agreement. The meter on the jet truck that reads gallons pumped needs to be updated. Management will secure a proposal for this work. President Knight will work with AvFuel for a bid on this item. President Knight reported that the grant construction project is going well and ahead of schedule. The FAA determined that the security gate at the west end of the airport was outside the scope of the Categorical Exclusion and therefore the Authority's request that this item be included within the current grant was denied.

**Manager's Report:** Asst. Manager Romero stated the fuel report for February was: 100LL=6,000 gallons and Jet A = 1,300 gallons. He believed we saw an increase in fuel activity due to the lower fuel prices. A new seat was added to the 100LL truck and the Jet truck is on line to receive new seating as well. Asst. Manager Romero stated that there was much change of license storage agreements for the T-hangars. Les Clark received a hangar after 15 years on the wait list. Two others from the wait list also received a T-hangar.

**Public Comments:** (limited to items not on the agenda): None.

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**Agenda Items**

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**1. Membership Approval** - Secretary Fischer reported that no new application were received.

**2. Website Maintenance Vendor** - Director Bollay reported that the website is not completely operational at this point.

**3. ABC Hangar Extension** - Secretary Fischer reported that the CUP is active through September 2017. He reported he has not been able to contact John Smith of Tartaglia to get an estimate of his timeline. Kim Joos will work with the County to get an understanding of concrete work alongside EAA hangar and its qualifying nature to activate the CUP.

**4. Repair & Maintenance Approvals** – Asst. Manager Romero discussed the eucalyptus trees at the glider port and reported they have been cited as encroaching into air space by CalTrans. He received two bids: (1) Les Tree Care - \$700 to trim the trees,\$1,850 to remove trees and grind the stumps; (2) Hecker Tree Care - \$525 to trim the trees; \$1,300 to remove the trees and grind the stumps. Secretary Fischer moved to authorize management to work with Hecker Tree Care to trim the eucalyptus trees in the amount up to \$525 and to spend additional money to plant some new trees in the vicinity that will provide eventual shade for the gliderport operations. Director Thore seconded the motion and carried. Director Vrstil recused himself from the discussion and the vote.

Asst Manager Romero reported that the wood deck and railing around the office trailers was in disrepair. He received two bids: (1) Jeff Hecker - \$2,500 for time and materials to repair all wood structures with no painting; (2) Ranch Hands - \$3,200 for time and materials to repair all wood structures with painting of the entire wood decking and railing. Secretary Fischer authorized management to work with Ranch Hands to repair and paint and deck and railing around the office trailers in an amount up to \$3,200 with the proviso that Ranch Hands provide evidence of proper insurance. Director Vrstil seconded the motion and carried.

Asst. Manager Romero reported that the HVAC system in the front office trailer was antiquated and no longer worked prohibiting repair as an option. He received two bids for a new system: (1) SYV Heating & AC - \$3,600; (2) All Star - \$5,760. Director Vrstil moved to authorize management to work with SYV Heating & AC to replace the existing unit with a new HVAC unit up to \$3,600. Vice-President Peternel seconded the motion and carried.

**5. Gainey Event Parking Request** – President Knight reported that the Authority has been approached by ‘Wicked Wine Run’ event sponsor for an event to take place at the Gainey Winery adjacent to the airport. They requested that area of the airport north of the gliderport for parking approximately 400 vehicles on March 19, 2016 from 3:00am to 9:00pm. All event participants will be shuttled from the airport to Gainey using Airport Road. The event will be followed up with trash collection on airport property. Director Vrstil moved to authorize President Knight to work with the event sponsor to develop an agreement that will include: (1) Airport use fee of \$1,000; (2) a cleaning deposit of \$500 refundable if not needed; (3) that Airport Road will be cleaned of any mud/debris; (4) that management will provide for airport staff to direct any persons in the RPZ; (5) that management will determine and set the boundaries for the vehicle parking area; (6) parking and pedestrians shall not interfere with airport operations; and (7) adequate lighting at the parking area shall be provided by the event sponsor. Secretary Fischer seconded the motion and carried. Director Bollay abstained. Vice-President Peternel voted ‘nay’.

**6. West Entrance Vehicle Gate** - President Knight reported the FAA determined that the security gate at the west end of the airport was outside the scope of the Categorical Exclusion and therefore the Authority's request that this item be included within the current grant was denied.

<b><u>Advisory Committees:</u></b>	
<b>Document Review: (Fischer/Thore)</b>	Director Romero stated he wanted to review existing lease agreements in his capacity as Asst. Airport Manager.
<b>Finance: (Thore)</b>	None.
<b>Flight Ops: (Romero)</b>	None.
<b>Grants: (Peternel)</b>	Kim Joos reported that a Punch List had been developed and that a Job Walk would be performed shortly.
<b>Membership: (Fischer)</b>	None.
<b>Personnel/Safety: (Peternel/Zuelhke)</b>	None.
<b>Public Relations: (Zuelhke)</b>	None.
<b>Real Estate/Deferred Maintenance: (Zimmerman/Peternel)</b>	None.
<b>Special Events: (Bollay)</b>	Bob Perry updated the Board on the planning of Airport Day. He stated the committee was working with the high school to establish an Aviation Club which would be used as a base for scholarship selection. He suggested that the \$800 left from the scholarship fund be used to fund the Aviation Club. Solvang Rotary elected not to participate in Airport Day this year. Secretary Fischer stated he would approach Buellton Rotary Club for their interest. The date for Airport Day is May 14, 2016.
<b>Website: (Bollay)</b>	None.
<b><u>Ad Hoc Committees:</u></b>	
<b>Hangar Extension (Fischer)</b>	None.
<b>AC Maintenance Facility (Knight)</b>	None.
<b>Chumash Expansion (Vrastil)</b>	None.
<b>Land Acquisition (Knight):</b>	None.
<b><u>Closed Session:</u></b>	None.

**Next Meeting:** The next meeting will be April 7, 2016.

**Meeting Adjourned:** Regular Session adjourned at 8:54 P.M.

**Respectfully Submitted,  
Felix Fischer, Secretary**