

**SANTA YNEZ VALLEY AIRPORT AUTHORITY, INC.
REGULAR MEETING MINUTES
April 6, 2017**

Called to order by President Knight at 7:03 P.M.

Directors Present:	President Knight	Secretary Fischer
	Treasurer Zimmerman	Director Romero
	Director Bollay	Director Peternel
	Director Murphy	Director Marchi
	Director Vrastil	

Directors Absent: none

Asst. Manager: Dave Romero – present

Consultant: Kim Joos - present

Reading of the last minutes: Director Zimmerman moved to approve the minutes as corrected from the Regular Board meeting of March 2, 2017. The motion was seconded by Secretary Fischer and carried.

Report from Closed Session: There was no Closed Session during the March 2, 2017 Board meeting.

Treasurer’s Report: Treasurer Zimmerman reported a cash balance of \$942,623 and a collection of \$22,400 for grant administration.

President’s Report: President Knight reported on AIP Grant 15 would begin soon. The grant will entail some runway closures from 8:00pm until 5:30am. President Knight reported that Above All Aviation has moved out of the back office trailer. Search & Rescue may be interested in renting the space. The space could be rented to them on a month-to-month basis. If an aviation related business was interested, SAR would need to vacate. Comcast has shown interest in running fiber optics to airport for high-speed internet access.

Manager’s Report: Dave Romero reported that landscape maintenance has been ongoing. Several pine trees were knocked over during the last storm and the trees have been uprighted. The septic tank repairs are about 90% complete. The electric usage for the two office trailers has been successfully split enabling management to bill each trailer separately.

Public Comments: (limited to items not on the agenda): Bob Perry reported that the scholarship information has been posted at the airport office and on the EAA website. Jim Kunkle reported that the first scholarship winner, Chris Pace, has recently qualified for the U2 pilot program at Beale AFB. He will be moving June 1, 2017.

Agenda Items

- 1. Membership -** - No new applications for membership were received.

2. T-Hangar Maintenance – Director Peternel reported that Brooks Construction from Ventura has been contacted for estimating repair on the roof and purlins for A, B and C rows. Brooks has engineering capability and will also be consulted for possible costs on the 8 additional hangars for A, B and C rows. Director Peternel has continued working with the engineer and waiting on bids.

3. Website Maintenance Vendor Update: Director Bollay reported that the domain renewal is now in the transfer process to SYVAA.

4. ABC Hangar Extension – Director Peternel has coordinated with Brooks Engineering for estimating the A, B and C row hangar extensions. He is continuing to work with the engineer and is waiting on bids.

5. Urban Planning Concepts (UPC) Contract Approval – Kim Joos reported that she had been tasked to effectuate the Authority’s Conditional Use Permit. She reported that she had contacted Urban Planning Concepts, a land planning consultant that the Authority utilized for the CUP. She had requested a bid to facilitate obtaining the necessary building permits needed to effectuate the CUP. She reiterated that the CUP would expire on September 12, 2017. She would like to see the Authority move forward to hire UPC to both file a one year time extension and facilitate the issuance of necessary permits and initiate construction for one of the elements identified in the CUP. The budget estimate would range between \$1,500 - \$3,500 per month. She recommended that the Authority budget up to \$10,000 to contract with UPC. Director Peternel moved to approve up to \$10,000 to hire UPC as the Authority’s land use planner facilitating the processing, submittal, and responses for all permits associated with the development and to file a one year extension if needed. Secretary Fischer seconded the motion and carried.

6. Tool Shed Purchase Approval – Director Romero discussed the need to replace the existing tool shed. He reported on several tool shed options from Tough Shed (10’ x 10’) at \$2,500 to Hayward Lumber (10’ x 15’) for \$3,000. Director Zimmerman approved \$3,000 to approve the purchase of a tool shed to replace the existing old shed. Director Murphy seconded the motion and carried.

7. J Row Asphalt Rejuvenation – Director Peternel reported that the issue with J row maybe composition of the asphalt. It is anticipated that the rejuvenation process will mitigate the issue. However, the FAA requires Vituminous Pavement Rejuvenation which provides a 3/8” upper asphalt binder. Several companies were contacted to bid this process. Currently, Director Peternel has received four bids ranging from \$15,000 to \$20,000. He will speak to John Smith again regarding the bids. He will be prepared for a full report at the next meeting.

<u>Advisory Committees:</u>	
Document Review: (Fischer)	The revised auditor’s report was received. The new Board Director packet is in PDF form and will be delivered to both Directors Murphy and Marchi.
Finance:	The committee will hold-off on any decision about long-term investment due to the possible hangar capital improvement project.

Flight Ops: (Romero)	Unsafe flying continues to be an occasional problem. Manager Romero will deal with each one on an individual basis.
Grants: (Peternel)	None.
Membership: (Fischer)	None.
Personnel/Safety: (Peternel)	None.
Public Relations: (Knight)	A newspaper article will be coming out in the local paper about the flight instructors at the airport.
RealEstate/Deferred Maintenance: (Zimmerman/Peternel)	None.
Special Events: (Bollay)	Rotary will donate \$2,000 toward Airport Day. They will also do the cooking and supply a bounce house. Airport Day posters prepared by Santa Ynez Valley High School students were shown to the Board for selection. Bob Perry will work with the students to perfect the poster for distribution.
Website: (Bollay)	None.
<u>Ad Hoc Committees:</u>	
Hangar Extension (Peternel)	None.
AC Maintenance Facility (Knight)	None.
Land Acquisition (Knight):	None.
Land Lease Review (Joos, Knight, Kunkle)	None.
Master Lease Review (Murphy, Knight)	Fact finding is in process. The committee wishes to match/coordinate Land Lease and Master Lease Review criteria and a report is being prepared for presentation to the board. Agendize for May. Rent for County hangars at \$.24/sq ft, which is more than Santa Maria and less than Lompoc. Lompoc Airport has increased their rents 25% in the last two years. SYVAA has increased 1.4% per annum over the last 5 years.
FAA Compliance	None.

Next Meeting: The next meeting will be May 4, 2017.

Meeting Adjourned: Regular Session adjourned at 8:34 P.M.

**Respectfully Submitted,
Felix Fischer, Secretary**