

SANTA YNEZ VALLEY AIRPORT AUTHORITY, INC.
REGULAR MEETING MINUTES
November 5, 2015

Called to order by President Knight at 7:01 P.M.

Directors Present: President Knight Director Vrastil Secretary Fischer Director Zuelhke	Director Peternel Director Bollay Director Thore
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Directors Absent: Treasurer Romero
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Asst. Manager: Dave Romero – absent
Consultant: Kim Joos – present

Reading of the last minutes: Secretary Fischer moved to approve the minutes as read from the Organizational/Regular Board meeting of October 1, 2015. The motion was seconded by Director Vrastil and carried.

Report from Closed Session: There was no Closed Session during the October 1, 2015 Board meeting.

Treasurer's Report: Director Thore reviewed the financials and stated the cash position was over \$745,000. She stated that the Accounts Receivable had two accounts over 90 days with a total of approximately \$17,000. However, one account was the Sheriff's account and the other account has been paid. The Net Income for the month was approximately \$15,000. Secretary Fischer reported he had received a public documents request regarding Airport Day financials and had delivered the requested documents.

President's Report: President Knight reported that the month of October experienced the Gibraltar Fire. There were many helicopters on the fire, but most utilized the Santa Barbara Airport for its closer proximity to the fire.

President Knight reviewed the October 1, 2015 letter from Jim Kunkle Sr and itemized how each concern of Mr. Kunkle's had been or is being addressed.

President Knight reported that AvFuel is waiting on the bids for new pumps at the fuel island.

Manager's Report: None.

Public Comments: (limited to items not on the agenda): Director Zuelhke stated he had a meeting with several pilots who discussed concern for needed repairs. Director Zuelhke stated most of the concerns had been addressed in the President's Report, but there is still need to replace three TW lights.

Jim Kunkle Sr. stated he would like to see the airport ramp drains cleaned and ready for the rainy season. He also wanted to see the airport's various equipment maintained and in operating condition.

John Poitras stated he can make available to the airport a commercial grade rodent bait.

Agenda Items

1. Election of Officers - For the office of President, Director Bollay moved to nominate Shawn Knight. Director Zuelhke seconded the motion and carried. No further nominations were forthcoming. Secretary Fischer moved to close the nomination and cast a unanimous vote for Shawn Knight as President. The motion was seconded by Director Vrstil and carried.

For the office of Secretary, Director Zuelhke moved to nominate Felix Fischer. Director Vrstil seconded the motion and carried. No further nominations were forthcoming. Director Peternel moved to close the nomination and cast a unanimous vote for Felix Fischer as Secretary. Director Bollay seconded the motion and carried.

For the office of Treasurer, Director Thore moved to nominate Neil Zimmerman. Director Zuelhke seconded the motion and carried. No further nominations were forthcoming. Director Vrstil moved to close the nomination and cast a unanimous vote for Neil Zimmerman as Treasurer. The motion was seconded by Director Zuelhke.

For the office of Vice-President, Director Zuelhke moved to nominate Stan Peternel. Director Vrstil seconded the motion and carried. No further nominations were forthcoming. Director Vrstil moved to close the nomination and cast a unanimous vote Stan Peternel as Vice-President. The motion was seconded by Secretary Fischer and carried.

2. Appointment of Committee Chairs – After Board discussion, President Knight appointed Chairs for the following Standing Committees:

- Document Review – Shawn Knight
- Flight Operations – David Romero
- Membership/Nominating – Felix Fischer
- Public Relations – Dennis Bollay
- Finance – Sherry Thore
- Grant – Stan Peternel
- Personnel/Safety – Co-Chair: Neil Zuelhke and Stan Peternel
- Real Estate – Neil Zimmerman
- Website – Dennis Bollay

After Board discussion, President Knight appointed Chairs for the following Adhoc Committees:

- Deferred Maintenance – Stan Peternel
- Aircraft Maintenance Facility – Shawn Knight
- Hangar Extension – Felix Fischer
- Chumash Expansion – Bill Vrstil

3. Website Maintenance – Director Vrstil reported that the current vendor again did not post the agenda to the website in a timely manner. As the new Website Committee Chair, Director Bollay stated he would assume the responsibility to secure a webmaster. He will not go out to RFP but will hire a vendor for under \$1,600 per year. Director Bollay also stated the website would allow for administrative input through password access.

4. ABC Hangar Extension - Secretary Fischer reported he was still waiting for a contract amount for engineer's plans and specifications and cost estimate from Tartaglia Engineering.

5. Static Aircraft Display – President Knight stated his desire to move forward with a static aircraft display west of the office trailers. He wanted to secure County buy-in and felt the cost would be minimal to the Authority. Director Zuelhke stated his desire to work with President Knight.

6. Free Lunch Saturdays – Director Peternel stated Free Lunch Saturdays were successful and that the EAA were willing to continue to cook the hamburgers for the monthly event. President Knight stated that the budget had been extended to continue the program throughout the year and would focus advertising efforts to encourage off-site pilots.

7. 2017-2021 ACIP - Kim Joos distributed draft copies of the 2016-2017 Airport Capital Improvement Project schedule. She explained the Authority and Santa Barbara County representatives would be going to FAA to propose this draft. She stated the FAA has much autonomy to change or question identified projects per their funding priorities. Secretary Fischer moved to authorize management to work with FAA to produce an ACIP acceptable to the Authority, Santa Barbara County, and the FAA. Director Vrastil seconded the motion and carried.

<u>Advisory Committees:</u>	
Document Review: (Fischer/Thore)	None.
Finance: (Thore)	None.
Flight Ops: (Romero)	None.
Grants: (Peternel)	Kim Joos reported that the Bid Opening occurred August 13, 2015 with seven bid submittals. The low apparent bidder was Whitaker Construction out of Paso Robles. However, Souza Construction has submitted a formal protest against the Whitaker bid. The County is finalized their determination that Whittaker's DBE efforts were responsive. She stated the Pre-Construction meeting will be 11/17/15 and that Whittaker was hoping to start construction 11/23/15. However, the State Grant must be received before construction can start.
Membership: (Fischer)	Secretary Fischer reported that he had several applications for membership that he will present during December's meeting.
Personnel/Safety: (Peternel/Zuelhke)	None.
Public Relations: (Zuelhke)	President Knight reported on the number of articles recently about the airport. He expressed his frustration that multiple quotes were taken out of context or misquoted.
Real Estate: (Zimmerman)	Kim Joos reported that Nunno Construction was still a month out from construction on the USFS Engine Bay roof. Kim Joos also reported that the assignment of lease for F-2 is a collateral lease. The letter used to

	release the collateral obligation is not clear and stated she felt the Authority should use its council. President Knight gave her approval to seek council.
Special Events: (Bollay)	Airport Day is scheduled for the third Saturday in May 2016.
Website: (Bollay)	None.
<u>Ad Hoc Committees:</u>	
Hangar Extension (Fischer)	None.
Deferred Maintenance (Peternel)	None.
AC Maintenance Facility (Knight)	None.
Chumash Expansion (Vrastil)	None.
<u>Closed Session:</u>	None.

Next Meeting: The next meeting will be December 3, 2015.

Meeting Adjourned: Regular Session adjourned at 9:40 P.M.

**Respectfully Submitted,
Felix Fischer, Secretary**