

**SANTA YNEZ VALLEY AIRPORT AUTHORITY, INC.
ORGANIZATIONAL/REGULAR MEETING MINUTES
June 7, 2018**

Called to order by Chairman Fischer at 7:05 P.M.

Directors Present:	Chairman Fischer	Treasurer Romero
	President Knight	Secretary Jones
	Director Marchi	Director Murphy

Directors Absent:	Director Bollay	Director Moradian
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Asst. Manager: Dave Romero - present

Consultant: Kim Joos - present

Due to time constraints, Secretary Jones moved to change the order of the agenda in the following manner: (1) Place Agenda Item #10 to #2; (2) allow the Scholarship Recipients to be presented before the Closed Session; and (3) allow Mark Mayuga of the International Jaguar Club to present before Closed Session. Director Murphy seconded the motion and carried.

Robert Perry happily introduced the three aviation scholarship winners. They are Luke Porters, Ryan Casey, and Raley Adamack. Each recipient will spend time on ground instruction and will also receive some hours in flight training.

Mark Mayuga of the International Jaguar Club presented a request to sponsor an event at the airport on November 1, 2018 at 1:00 pm. The event will include a low speed course approximately 40 yards by 80 yards and involving 20-25 Jaguars. It is expected to draw approximately 230 people and parking for about 30 vehicles. The Board stated that the event was a management decision and encouraged them to work with Mr. Mayuga.

Closed Session: Closed Session began at 7:25pm with the Authority's Counsel, Mike Cage. The purpose for the Closed Session was significant exposure to litigation pursuant to paragraph (2) of subdivision (d) and paragraph (1) of subdivision € of Section 54956.9 of the Government code.

Resume Regular Session: Regular Session was reconvened at 8:45pm. A report of "no action" from Closed Session was stated by Chairman Fischer.

Reading of the last minutes: No minutes were taken for May due to a lack of quorum. Director Murphy moved to approve the minutes as amended from the Regular Board meeting of April 5, 2018. The motion was seconded by Treasurer Romero and carried.

Report from Closed Session: There was no Closed Session during the May Board meeting.

Treasurer's Report: Treasurer Romero reported on the monthly treasurer's report for April. Available cash on hand is \$554,823 and restricted funds are \$374,054. Accounts Receivable over 90 days is \$159,246 with the Sheriff's account brought up to date in May and Sunwest continue to honor their payment plan. The Fuels Gallons Sold Report for April reported that 6,764 gallons of 100LL were sold and 1,394 gallons sold of Jet A.

President's Report: President Knight reported that Airport Day was very well attended. Lots of airplane rides were given by EAA members and the parking lot was full.

The security gate should be installed next week with a keypad system. Comcast cable is being installed and should be available by July 16, 2018.

Pursuant to the public comment by Theresa McLane of 'We Watch', who expressed concerns about the beacon lighting shining through her bedroom window, President Knight reported that several options were discussed with the airport's engineer to reduce light emissions into Santa Ynez.

President Knight reported that the runway light will stay on from dusk until dawn at low intensity and will be pilot controlled for other intensities. The generator will have an auto transfer switch which during a power outage will generate power to the AWOS, office, and the runway.

Manager's Report: Treasurer Romero reported that Airport Day this year was the most successful. Attendance was excellent. The Santa Ynez Rotary Club supplied the food tent. Many thanks to our sponsors which included:

Public Comments: (limited to items not on the agenda): A question from the floor was received regarding electrical power to Hangar A. Director Murphy stated the project was currently at Planning & Development for a code update and that the project would resume thereafter. A question from the floor was received regarding the operational date of the security gate. President Knight reported that the gate should be operational within a one to two weeks.

Agenda Items

1. Membership – Secretary Jones stated that she has received three new applications. For 'User' membership, an application was received from Greg Weitzman. For 'Non-User' membership, an application was received by Mike and Vicki Kappmier. All applicants are eligible for membership. Treasurer Romero moved to accept all three applicants for members. President Knight seconded the motion and carried. Secretary Jones reported that she has received another application from Jim Yabsley and would determine his eligibility for recommendation at the next Board meeting.

2. Appointment of 'User' Director to complete Director's Vrastil's term (10.20.18) - Chairman Fischer stated that the term for Director Vrastil remained open until October 20, 2018 unless an appointment by the Board occurred. A request went out to membership for interested parties to fill the vacancy. Four names were received and nominated by Secretary Jones: Jon Payne, Ken Karas, Garth Carrier, and Steven Kiss. Chairman Fischer explained the process for Board appointment. Each present Board member would cast a secret ballot vote. The votes would be tallied in secret by the Chairman and the Secretary. If a clear majority was established by one candidate, the winner would be announced by the Chairman to the Board. If a clear majority was not established, the top two vote receivers would be announced by the Chairman. A secret ballot would then again be called for the top two candidates.

Secretary Jones invited Steven Kiss who was present to introduce himself and explain why he would like to become a Board member. Secretary Jones read the biographies from the other candidates.

Chairman Fischer distributed paper to each Board member who then wrote the name of the candidate of their choice. These ballots were then collected by Chairman Fischer and Secretary Jones who then left the room to tally the ballots. Chairman Fischer returned to announce that there was no clear majority and that the top two candidates were Jon Payne and Steven Kiss. Paper was again distributed to the Board for them to cast their vote for either Mr. Payne or Mr. Kiss. Ballots were collected by Chairman Fischer and Secretary Jones who again left the room to tally the votes. Chairman Fischer returned to announce that there was a tie between the candidates and no clear winner could be announced at this time. The vote will be continued at the next Board meeting when the balance of the Board would be present.

3. Brown Act & Public Records Act Board Training - Secretary Jones reported that she had spoken with Janette Pell, Director of General Services regarding an inexpensive option for the Board to receive training in the Brown Act as well as the Public Records Act. Secretary Jones reported that Shane Stark, who had been Counsel to Santa Barbara County, had extensive knowledge on airports and would be willing to train the Board for two hours pro bono. A motion was made by President Knight to instruct Secretary Jones to calendar the Brown Act training. The motion was seconded by Director Murphy. Discussion followed. The motion was amended and seconded respectively by President Knight and Director Murphy to include \$500 as payment to Mr. Stark. The motion carried. Secretary Jones stated she would seek several dates that Mr. Stark is available. She will also confirm if Mr. Stark is agreeable to have his training videoed.

4. CUP Effectuation Update – Kim Joos reported that the Project Charter had been signed between the Authority and Santa Barbara County in the amount of \$10,270. The Charter states the roles of the County and Authority with the County offering assistance with the Zoning Clearance Permit and the development of the bid process. Kim Joos reported that the architect design was complete and the plans submitted to the Planning Department. A Zoning Clearance Permit had been opened and a Planner had been assigned. Kim Joos stated she was making progress on the conditions identified in the Conditional Use Permit. Sign-offs have been received by Public Works and APCD. The Fire Department and Environmental Health Services are still pending. Kim Joos stated there were questions going forward with the Fire Department but at this time she was not concerned about the timeline. The Board approved \$10,000 for the CUP effectuation during the February Board meeting and an additional \$10,000 was approved during the April Board meeting for a total of \$20,000. Approximately \$6,175 has been spent to date for project design and permit fees.

5. Proposal for Gliderport Lease – Director Murphy stated that he, Shy Bourgeois and David Romero would continue to work with Mr. Lawson of Pacific Rim Adventures toward a negotiated lease but that there was no action for today's Board meeting.

6. ABC Hangar Maintenance Update – Director Murphy reported that there was no further information at this time.

7. ABC Hangar Liability Insurance – Director Murphy reported that a hangar association must be formed to invite hangar owners and/or licensees to participate in a collective insurance policy. The annual premium for an 80 hangar association would be \$4,861. This would include

\$5 million in airport liability, \$100,000 fire legal liability (maximum limit), and \$5,000 medical payment each person. This premium would equate to approximately \$5 per month for each association member. Once the association is established, the association could then negotiate the insurance policy. The Authority and Santa Barbara County would be named as Additional Insured.

8. ABC Hangar Non-responsive Tenants to Aircraft Storage License & Affidavit Updates

– Director Murphy reported that 41 tenants received letters regarding updating the affidavits of registration the Aircraft Storage License. Twenty-five (25) returned their License and/or Affidavit and 16 have not returned either. Discussion followed. Director Murphy moved to give a written 30-day Termination Notice to those who have not signed the updated License and Affidavit. The intent of the Notice is to work with the Licensees toward a signed License Agreement with insurance and registration in order. Director Marchi seconded the motion and carried. President Knight stated that one tenant who has been non-responsive does not have the proper aircraft in the hangar.

9. ADA Accessible Portable Restroom - President Knight reported that there was no legal requirement to provide an ADA accessible restroom at the office area until the office was updated. Dave Romero reported that the current portable ADA restroom could be moved from the B Hangar Row to behind the office area, especially as the new Equipment Shed is constructed in that area.

10. Over 90-Day Accounts Receivable - No report.

<u>Advisory Committees:</u>	
Document Review: (Fischer)	None.
Finance: (Murphy)	None.
Flight Ops: (Knight)	None
Membership: (Jones)	None.
Personnel/Safety: (Romero)	None.
Public Relations: (Jones)	None.
Real Estate/Deferred Maintenance: (Romero)	Dave Romero stated he had put together a list of maintenance items that need attention. Director Murphy requested that these items be given a budget and a priority ranking by next meeting.
Special Events: (Romero)	Bob Perry reported on Airport Day. 800 lunches were served by Rotary, 116 children signed up for flights and 101 flights were given.
Website: (Bollay)	None.
<u>Ad Hoc Committees:</u>	
Hangar Extension (Murphy)	None
AC Maintenance Facility (Knight)	None.
Land Acquisition (Knight):	President Knight reported that the land behind the

	airport was going to be put into vineyards and the current land owners would not be interested in selling that property for airport use.
Land Lease Review (Joos, Knight, Kunkle)	None
Master Lease Review (Murphy, Knight, Kunkle, Fischer)	None.
FAA Compliance	None.
CUP Effectuation (Joos, Kunkle, Knight)	Kim Joos requested that the County's Airport Fund 052 remaining balance and subsequent Authority grant share be place on the next Board meeting agenda.

Next Meeting: The next meeting will be July 5, 2018.

Meeting Adjourned: Regular Session adjourned at 10:47 P.M. with Secretary Jones having left the meeting at 9:37 P.M.

**Respectfully Submitted,
Karen Jones, Secretary**

APPROVED