

**SANTA YNEZ VALLEY AIRPORT AUTHORITY, INC.
REGULAR MEETING MINUTES
May 7, 2015**

Called to order by Secretary Fischer at 7:02 P.M.

Directors Present: Secretary Fischer
Director Peternel
Director Zuelhke

Director Thore
Treasurer Romero

Directors Absent: President Knight Director Vrastil Director Bollay

Asst. Manager: Dave Romero – present
Consultant: Kim Joos – present

Reading of the last minutes: Director Peternel moved to approve the minutes as amended from the Regular Board meeting of April 2, 2015. The motion was seconded by Director Zuelhke and carried.

Report from Closed Session: There was no Closed Session during the April 2, 2015 Board meeting.

Treasurer’s Report: Director Thore reviewed the full financials and financial summary with the Board. She stated that there is over \$600,000 cash on hand and management is still determining the best placement of those funds. Director Thore moved to approve the financial report as submitted. Director Peternel seconded the motion and carried.

President’s Report: None.

Manager’s Report: Treasurer Romero reported that Bert Mack had vacated his T-hanger and that Fred Rice was taken from the Hangar Wait List to replace the vacancy. He also reported that two County T-hangars had changed tenants without Authority notification. It was decided by the Board that Director Peternel could remedy the situation by personal contact without undue turmoil. The retrofitting of the tail ends of the tie-downs is almost complete. Mulch is being applied along Airport Road for weed abatement and conservation of water. The mulch was delivered free of charge.

Public Comments: *(limited to items not on the agenda):* Treasurer Romero stated he had a request for a wedding in September to be held on the lawn area. Director Vrastil reported that a gentleman who maintains a glider trailer at the airport was recently found deceased.

Agenda Items

1. Approval of Membership Applications – No applications were received nor are any applications waiting for approval.

2. Free Lunch Saturday - Treasurer Romero reported that management has reduced fuel prices to stimulate business. He is looking to conduct a Free Lunch Saturday three month trial to also stimulate business. He believes the Authority could partner with EAA to provide a free lunch with a cost of approximately \$1,000 to feed over 100 people. Director Thore moved to form a Free Lunch Committee consisting of Directors Peternel, Romero, and Zuelkhe. The committee is to work with the EAA and report back to the Board during it June meeting with a specific plan and budget. Director Zuelkhe seconded the motion and carried.

3. Airport Spring Clean - Treasurer Romero reported that ‘stuff’ accumulates in the hangars and that this ‘stuff’ has value. A motion was made by Treasurer Romero to conduct a hangar sale day with advertising. Three dumpsters will be made available for any ‘stuff’ not sold. The motion was seconded by Director Thore and carried.

4. Employee Training – Treasurer Romero reported that AvFuel has an Employee Training website based training video that includes various training modules with capacity for unlimited users. Each module has a proficiency test at the end of the training. Director Zuelkhe moved to approve the purchase of the AvFuel Training Program, up to \$750 for the mandatory training of all fuelers. Director Thore seconded the motion and carried.

5. Website Vendor – Tabled to the June meeting.

6. USFS Roof Leak Mitigation - Treasurer Romero stated that Pueblo Contrstruction was awarded the bid and has ordered material necessary for the job. Construction is to start by the beginning of June. After the roof is in place, the interior walls will be inspected to determine mold remediation. Treasurer Romero stated he talked with Pueblo Construction regarding the USFS engine bay roof. Upon initial inspection, Pueblo Construction determined that a coating could be applied to the existing roof that would give an additional 10 years of life to the roof.

7. Office Trailer Electric Meter – Director Peternel stated he has talked with Choice Electric for a bid and will secure other bids by the June meeting.

8. Hangar Extension - Secretary Fischer stated he had conducted an electronic search for past files and could not find them. He will explore cost for design and engineer’s cost estimate with Tartaglia Engineering.

9. By-Laws Proposed Changes – Secretary Fischer stated he had delivered the draft By-Laws to all the Board members for comment and was satisfied the revised document was in order. The By-Laws were given to the Authority’s counsel for review in accordance with California Corporation Code. At this time there are two options for approval:

(1) The Board can seek membership approval at the next Annual Meeting

(2) The Board can approve the submitted Draft By-Laws by Board Resolution due to the fact that only minimal changes have been completed. Changes made were grammatical and points of clarification. The Conflict-Of-Interest language will not change.

Director Thore moved to approve the Resolution of the Board option and to have the Authority’s counsel draft the resolution for Board action. Director Zuelkhe seconded the motion and carried. Director Peternel voted ‘nay’.

<u>Advisory Committees:</u>	
Document Review: (Fischer)	None.
Finance: (Thore)	Director Thore will be working with Treasurer Romero to produce a draft budget.
Flight Ops: (Romero)	None.
Grants: (Fischer)	Kim Joos reported that the Security Enhancement grant is beginning. Design and Specification will be going to the FAA for approval; Board of Supervisors approval will be sought; project will go out to bid with a pre-job walk-thru scheduled in June. Construction should begin this October.
Membership: (Fischer)	None.
Personnel/Safety: (Knight)	None.
Public Relations: (Knight)	None.
Real Estate: (Romero)	Treasurer Romero reported that Leonard Kelsey no longer has T-hangar B-6 and adjoining Half Hanger B-11. There is no wall to separate B-6 and B-11 and this needs remediation. A bid will be sought from Pueblo Construction.
Special Events: (Bollay)	None.
Website: (Vrastil)	None.
<u>Ad Hoc Committees:</u>	
Land Lease Policy (Vrastil)	None.
Hangar Extension (Fischer)	None.
Deferred Maintenance Program (Peternel)	None.
Aircraft Maintenance Facility (Knight)	None.
Airport Day (Bollay)	Bob Perry stated he had sponsors contributed \$6,600 to date and would offer a scholarship to a local student toward flight training. Scholarship applications will be received and reviewed by Directors Bollay and Romero, himself, and Greg Weitzman. Boy Scouts will be helping again this year. Registration for Young Eagles will begin at 8:30am with flights beginning at 9:00am. Lunch will be provided free of charge. Day will end approximately 4:00p.m.
Chumash Expansion (Vrastil)	Director Peternel reported that additional cranes will arrive on the construction site.
<u>Closed Session:</u>	None.

Next Meeting:

The next meeting will be June 4, 2015 at 7:00pm.

Meeting Adjourned: Regular Session adjourned at 9:14 P.M.

**Respectfully Submitted,
Felix Fischer, Secretary**

APPROVED