

**SANTA YNEZ VALLEY AIRPORT AUTHORITY, INC.**  
**REGULAR MEETING MINUTES**  
November 7th, 2019

Called to order by Chairman de Werd at 7:00 P.M.

Salute to the Flag

<b>Directors Present:</b> President de Werd	<b>Director Krauch</b>
Secretary McGowan	<b>Director Kaslow</b>
Director Jones	<b>Director Kiss</b>
Director Kendall	<b>Treasurer Garth</b>
Director Cleland	

**Directors Absent: None**

**Assistant Manager: Dave Romero - Present**

**Report from Closed Session:** President de Werd reported last months closed session included decision to delegate operational duties to paid staff with management oversight provided by Board President/Airport Manager de Werd. Also included discussion on need for Board to assist by helping with management of the airport. Employee Jack Urich has been promoted to a full-time position at the airport and will report to Dave Romero.

**Reading of the last minutes:** Motion to approve October 3rd Minutes by Director Jones, Seconded by Director Krauch, Motion passed.

**Treasurer's Report:** Treasurer Carrier reported current cash on hand of \$505,584 and restricted funds of \$390,794 for a total of \$896,378. Receivables were \$97,975 with over 90 days at \$16,169. Total Profits was \$8,718.

**Presidents Report:** President de Werd reported that Jim Kunkle has offered his employees from Santa Maria Jet Center to help with training. KIZA employee costs only when training in Santa Maria and Jet Center employee expense on a cost basis when training in Santa Ynez.

**Board Comments, Matters and Correspondence:** None

**Assistant Manager's Report:** David Romero reported that a task list has been created and those tasks split between Jack and David. This list was handed out to the board. Caltrans visited and performed an inspection which went well although there are a few corrections to be made around the airport. McGowan noted that there was some striping to be done on the tarmac, runway approach lighting to be made low profile and a few broken lights to replace. Dave went on to mention the Capital projects maintenance list that was handed out to the board. He had bolded 8 items that he believed ought to be prioritized. President de Werd added that this capital projects list was a work in progress document to organize and prioritize projects around the airport. Dave and Jack will be updating the list with recommendations by the board and membership.

Reclaimed fuel capsules should arrive by end of month. Equipment including mowers, wee whackers, etc. will be serviced this winter. The trash bins being locked has been working well. No security issues. No changes to the hangar list.

**Public Comments:** Leila Carvalho, a professor at UCSB's geography department gave a presentation explaining the "Sundowner Winds Experiment" project that a group is conducting next year. It includes 7 universities in collaboration with National Weather Service and Fire departments with the desire to install a measurement system at the airport. It was mentioned that the airport would help them contact the FAA to verify the legal constraints of a monitoring tower on the airport.

**Agenda Items:**

**Old Business**

**1. SYVAA Capital Projects Process.**

Kiss reported he's been working with Dave to create binders that are detailing maintenance, design, operations, plans, emergencies etc.

**2. Improvements to Local Computer/Broadband network.**

Kiss has started a binder on that equipment, he and Yves have been working on gaining an understanding of the equipment and updating it. Kiss reported that over the years things have slowly been added but organization and updating of some equipment is needed.

**New Business**

**1. Review Ad Hoc Committees and Assignments.**

A few Ad Hoc committees will be closed. The staffing structure committee and the fuel committee will terminate unless and until needed in the future.

**2. Approve \$400 Annual Expense for Generator Maintenance.**

Kiss acquired pricing from R&M at just under \$400 annually. Motion to approve the \$400 annual expense for Generator Maintenance by Secretary McGowan, seconded by Director Jones, motion passed.

**3. Policy on Memorial Donation Agreements Between Authority and Donator.**

Motion to table this item till next month by Director Jones, seconded by Director Kendall, motion passed.

**4. Consider Discontinuing Support and affiliation with "Local Traffic" Newsletter.**

Director Kaslow moved that the authority withdraw financial support for the "Local Traffic" newsletter and require the editor to remove any and all references to it being a publication of the Santa Ynez Airport Authority and that all advertisers be contacted and so advised.

The motion was seconded by Director Jones. After a presentation by Bob Perry and a great deal of discussion, a vote was held. Directors Kendall and Cleland abstained with the rest voting in favor of the motion. The motion passed.

**5. Report on Quarterly meeting with Skip Grey and Janette Pell.**

President de Werd reported that California code dictates that airport leases cannot be greater than 50 years. Therefore, extending our Master Lease beyond the remaining 23 years is not an option. Our request to the County is to enter into a new 50 year lease. Alternately, the County could agree to allow the Authority to write leases that extend longer than the Master Lease with the Authority's obligations being assumed by the County should the Master Lease terminate.

**6. Comcast Proposal for Leased Cameras for Airport Security.** Secretary McGowan suggested this be deferred until Shawn Knight was available to deliver this proposal.

**7. Airport Flying Safety - Board Discussion and Guidance.**

Yves Bajulas reported several unsafe actions pilots had recently performed near the airport. He suggested a committee be formed to discuss how to deal with pilots who ignore initial requests to change unsafe habits, as well as finding better methods of spreading information regarding Santa Ynez's safest operating procedures. Don Macomber, Yves Bajulas, Dave Romero, Bob Perry and Jeff Mallard will be helping to begin working on creating a few proposals for the board in the near future.

**Advisory Committee Reports**

**Membership/Nominating**

Director Jones Reported that the Membership committee would be meeting on an "as needed" basis until they near preparations for the annual meeting.

**Ad Hoc Committee Reports**

President de Werd asked that in the interest of time that rather than going through all ad hoc committees individually that any committees with a report to make, state their reports.

There being none, the meeting was adjourned at 9:03pm.