

# SANTA YNEZ VALLEY AIRPORT AUTHORITY, INC. REGULAR MEETING MINUTES

January 9, 2020

Called to order by Chairman de Werd at 7pm  
Salute to the Flag

**Directors Present:**

President de Werd Secretary McGowan Treasurer Carrier Director Kaslow Director Jones  
Director Krausch Director Cleland Director Kiss Director Kendall

**Directors Absent:** none

**Assistant Manager** David Romero present

**Reading of the Last Minutes:** Motion passed to approve December 5, 2019 meeting minutes

**Treasurer Report:** Treasurer Carrier reported profits of \$11, 954. \$499,703 unrestricted cash \$397,490 restricted cash for a total of \$897,123 Aged accounts receivable over 90 days receivable is down to \$14,673.

**President Report:** Chairman de Werd stated no items to report aside from meeting with the FAA completed and budget already listed on agenda.

**Board Comments, Matters, and Correspondence :** Director Jones requested to provide Membership and Public Relations Committee update at beginning of agenda items.

**Assistant Managers Report:** David Romero Fuel sales 100 low lead 3,099 island sales 1,829 from truck. 4,240 jet from truck.

Personnel update reviewing applicants, decision to be made on candidates within the next week. CPR trained Jack, Natasha, and Jim.

Facilities update, PAPI is fixed and functional, west gate keypad is operational, fuel capsule and truck containment proposed temporary solution to secure and contain to start operating fuel cells. Security issue reported from non user overnight stay and resolved. Fuel pricing stated to be within the margin per Board policy.

**Report From Closed Session :** Bruce reported on new proposal on closed session regarding newsletter, no action at this time, nothing to report.

**Public Comments (limited to items not on the agenda)** Scholarship recipient Jorge and his mother introduced by Bob Perry to board and updated on his progress.

**Old Business:** Director Steve Kiss confirmed Tartaglia handoff on Hangar A,B,C electrical and will continue to follow up on communication. Updated on network security, starting to be involved and review pricing and including security cameras.

**New Business:**

1. Spending Authorization Policy - Secretary McGowan discussed budgeting versus authorizing and develop parameters. President de Werd advised that concern should be addressed and included in the Accounting Systems/Controls agenda item.
2. Budget Approval- President de Werd advised there were no new items on budget, stated no major changes from prior year. Motion made and approved unopposed.
3. Accounting Systems/Controls- President de Werd, Secretary McGowan commented on accounting systems, controls and package being used are older, software needs to be updated, concerns with accounting policy and procedures to be reviewed. committee formed and Director Kaslow volunteered to chair, David Romero, Director Kiss and Director Jones.
4. Hangar G3 Lease Joe Cole Approval- sold and cleared, Mark Herthal purchased hangar and plane. Motion to approve assignment passed unanimously.
5. Airport Day Planning- President de Werd inquired to Public Relations committee if Airport Day was discussed in meeting, advising that PR committee is not focused on Airport Day. Concerns expressed that there is no chair for committee. President de Werd stated that the return on investment of time, money, and effort for airport day may be a problem. Robert Perry gave overview on key factors, communication, efforts to plan and execute airport day. President de Werd suggested to not have Airport Day in 2020 and review alternative events to promote the airport and community. Director Krauch suggested that he would meet with prior airport day committee and document the organizational steps, contacts, information and resources to use in planning future airport. Volunteers included Shy and Robert Perry with Director Krauch to chair.
6. Report on FAA Meeting- President de Werd discussed ACIP meeting results. FAA liked AWOS plan and requested that we accelerate project due to immediate need and available funding. Taxiway, aprons, and runway maintenance projects may be spread over two years to meet funding availability though we will submit as single year project. Director Kiss asked how the AWOS project might impact the weather study of UCSB and if a response could be given to their request to place tower for research on Sundowner Effect. Director Kiss will respond and advise the teams to confirm with FAA that the tower they would like to place could be approved.
7. Airport Camera Requirements/Proposals – David Romero received estimate \$28,609, proposal included that equipment owned and did not include electrical work versus prior proposal was 3 year lease and \$6000. President de Werd advised additional bids would need to be received due to cost.

**Advisory Committee Reports:**

PR Committee reported during Airport Day Agenda item. No other committees information to report.

Master Lease Committee – deferred to County representative Skip Grey who reported that the County is ready to move forward on a new 50 year lease. County will respond to our proposed language by March 2020.

CUP Committee - Discussion led by President de Werd on possible lease of hangar site “G10” and the need to offer site to County Sheriff/Fire before making it available for private lease.

President de Werd noted that there is an upcoming quarterly meeting with County Services. He will coordinate date and time with Janette Pell and asked for Board members to participate in the meeting.

Meeting adjourned at 8:55pm

APPROVED