

SANTA YNEZ VALLEY AIRPORT AUTHORITY, INC.

REGULAR MEETING MINUTES

February 6, 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 Krauch
Director Cleland Director Kiss Director Kendall

Directors Absent: Director Jones

Assistant Manager: David Romero not present

Reading of the Last Minutes: Chairman de Werd requested corrections to Page 2 item#4, spelling of last name "Herthel", and remove "to charter" from end of sentence, also to make grammatical correction to last paragraph of the minutes. Chairman de Werd requested motion to approve January 9, 2020 minutes, Treasurer Carrier made motion, Director Kendall seconded motion, motion carries unanimous.

Treasurer Report: Treasurer Carrier reported cash on hand \$505,431 with restricted funds of \$400,838. Total receivables \$114,013, aged over 90 days increased to \$17,000 from forest service. Chairman de Werd commented that it has been resolved. Treasurer continued accounts payable totals \$22,047 with a reported loss of \$1,512. Fuel sales 100 low led 1,523 gallons from the truck, 1,348 gallons from the fuel island in December.

President Report: Chairman de Werd stated David Romero would be absent due to death in his family. Forestry Department lease expired end of November last year, it was advised by Forestry contact Heather that lease renewal 5 months behind, the delay resulted in receiving hold over lease that allows their payments to be made. The new lease to appear around March. In the County meeting Jeanette Pell, General Services Director had directed Barney Maliklian assistant CEO for Public Safety to work on the east end Air Services project, and George DeLuca with the County Sheriff Air Services will be having an orientation meeting and discuss project.

Board Comments, Matters and Correspondence: Director Kiss stated that he had communicated with UCSB/Notredam group and they have filed their FAA paperwork.

Question from Director Krauch about the cost of living calculation in relation to the rent increase for leases being more than 3%. He requested to see the calculation from the board meeting and approval. Bob Perry mentioned that there was a schedule of the raise increases. Chairman de Werd stated that he would find the information. Question about low level fly-bys with C130's 200-300 feet east-west and if there is advance notice of the activity.

Assistant Managers Report: Jack Urch provided personnel training update progress in Dave Romero's stead, stating three new trainees are progressing positively.

Report from Closed Session: none to report

Public Comments(limited to items not on the agenda):

Comment about the rents and increase calculations. Hangar and county permits and when the projects will start. Director Kiss stated that it would be within the next several months and all would be notified.

We have to go through the bid and award process. Comment on the hangar doors being included on capital projects. Chairman de Werd stated that Dave Romero is compiling a prioritization report of capital projects and will receive bids on projects and will follow up on the report.

Old Business:

1. Cameras for Airport Security. Director Kiss reported on walk with vendor for security camera project and bids received. He handed out detailed scope that includes four cameras on fuel island covering a 360 degree view. He pointed out that A row, parking, building and the heliport would be included in the visibility and placement of cameras. There will be two cameras inside, and he suggested mounting cameras on the road. Security camera totals 9, ownership of equipment, maintenance, and access to

cloud content. Totals estimated cost is \$30,000. Detail included a tie to the Point of Sale system and will be discussed along with the connectivity used. Director Kiss stated that we need to have conduit inspected at an approximate cost of \$400. Motion made by Treasurer Carrier and seconded by Chairman de Werd to spend the \$400. Motion passed unanimously.

2. Improvements to local computer/broadband network. Director Kiss stated that the box/equipment in the back room has to be removed and returned to owner. It is tied to the current non-working security camera. Director Kiss stated that an Ad HOC committee for IT should be formed. Yves Bajulaz will chair and Director Kiss will participate.

New Business:

1. Report from County quarterly meeting. Chairman de Werd stated email sent and 4 members from board attended meeting. Chairman de Werd, Carey Kendall, Bill Krausch and Garth Carrier. County attendees Jeanette Pell, Skip Grey and Carlo. Discussed per last meeting that airport was offered the new master lease with a 50 year term. Advised that Carlo, a real property manager and lease expert, is directly working with County Counsel to get changes back to the airport by late February and will be the point of contact moving forward.
2. New fuel Island Point of Sales: Director Kiss stated that he spoke with Dave Romero regarding the Point of Sale system and conversion of old unit. Jim Kunkle stated that the conversion is inevitable. He has used the new POS at other airports stating it is faster and more efficient. The new system conversion is estimated at \$15,000 and it was stated that the fuel supplier may not provide financial assistance as in the past. Technical support ends June 30, 2020. Director Kiss stated he and Director Kaslow are working on tie in with the POS system with the accounting software to be used. Jim Kunkle stated that the new system is cloud based and can be downloaded and easily accessible.

Advisory Committee Reports:

Membership/Nominating (Director Jones, Ruth Konkle, Shy Bourgeois, Jerry Long, Judine Victor) no update to report. Robert Perry inquired about minutes and agendas on the Membership Committee meetings. Chairman de Werd advised that minutes will be sent to Secretary McGowan after they are approved and are published and posted to website.

Ad Hoc Committee Reports:

Safety- Yves Bajulaz reported issue with birds. Suggestion made for ultrasonic system to deter birds by Jim Kunkle

Public Relations- Jerry Long stated that 3 meetings have been held with 4 members. Initial meetings included researching costs, options and alternatives to community outreach. He reported the prior method costs was \$7600 per year. Advised on the option of the airport website update, managed by third party, bids ranged from \$1000 to \$2700 a year, printing method option to keep mailing newsletter would still be \$842 and \$130 for postage per mailing. Question asked if cost for mailing was yearly or per quarter, confirmed that it was per quarter. He stated consideration to include the newsletter on the website. \$840 bid received to redo the website. Agenda item for next meeting to discuss the direction of the PR options presented and discussed. Bob Perry registered an objection to not being allowed to participate on the Public Relations Committee. After heated argument by Perry, he was advised that the committee chair would determine who sat on the committee and that he could form his own committee if desired.

Memorial Donations Robert Perry advised a request is coming for a memorial bench and suggested a policy for the approval of the memorials to be established.

Airport Day: Director Bill Krausch stated that he has met with Bob Perry and received his files. He is going to be meeting with Alan Hammel and will be meeting with Shy.

Ordinance 3310: Chairman de Werd stated it covers the airport and allow airport to enforce laws and will be presented with the master lease.

Meeting adjourned at 8:14 pm.