

SANTA YNEZ VALLEY AIRPORT AUTHORITY, INC.

SPECIAL MEETING MINUTES

April 23, 2020

Called to order by Chairman de Werd 10 Am

Directors Present:

Secretary McGowan Treasurer Carrier Director Kaslow Director Krauch
Director Kiss Director Kendall Director Jones Chairman de Werd Director Carey

Directors Absent: Director Cleland

Assistant Manager: Dave Romero present

Reading of the Last Minutes: New business item 2 line 2 after January bill delete state include a 6% increase.
Motion by Director Krausch and Director Kaslow second minutes to approve minutes. Unanimous passed.

Treasurer Report: None.

President Report: President De Werd to report on CARES act during agenda item.

Board Comments, Matters and Correspondence: none to report.

Assistant Managers Report: Dave Romero reported that operational hours are 8am to 5pm with a total reduction of 29 hours, weekend personnel working to support busier days. POS system awaiting order once check issued. Anticipated arrival of the system is in June 2020. Maintenance updates reported that awaiting on the quotes for the door, fire extinguishers are being replaced, portable toilet service from Marborg discontinued and using the glider port portable toilet for B row, ECOLA bug service discontinued, pilot lounge has been repainted., tractor and mower have been serviced. Request to have 10 foot mower replaced with smaller mower utilizing funds from selling the 10 foot mower. Tires for Gator replaced and fuel truck annual service to come. Safety committee working on AWOS verbiage and working on diagram for traffic pattern. Chairman de Werd stated that replacing tractor would be ideal and Director Kendall may have an option to help replace and will review options. Fuel cost minimums suggested by Director McGowan to reduce the average due to sales volume.

Report from Closed Session: none to report

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

None to report, and due to nature of meeting arrangements to email or place in chat window in meeting forum.

Old Business

1. Director Kiss reported. UCSB and Notre Dame weather station project sensors were moved away to resolve AWOS and electrical issues. Second sequence of study to launch April-May 2021

New Business:

- 1 Director McGowan suggested a committee to provide a contract with government/county regarding fuel commitments from . Committee chaired with Director McGowan, Director Krausch Director Kiss and Chairman De Werd and David Romero.
- 2 CARES Act - advised by Secretary McGowan as opportunity for airport and presented information by Chairman de Werd. Act definition and process explained how it will benefit the airport. Grant applied for and expected for \$30,000 for allocation to operations. Funding is not restricted. Second part for CARES is the AIP program for 2020 projects that were approved and are being funded 100% by FAA and matching funds are no longer needed. PPP is 3rd part and assists as payroll protection program part of CARES act. David Romero to be working on the application and information with Cathy and getting the funding for payroll support. Director Kiss suggested to work closely with bank to ensure funding can be received.
- 3 Electrical - Director Kiss reported on reaching out on processes on the electrical construction for ABC rows. Received a line quote for the scope of the project of \$4000. Addressed that progress not made with Tartaglia due to lack of response and execution of airport project on their part. Studio 151 based in San Francisco to be used to take on ABC row projects. Director McGowan moved to authorize \$4,000. Second by Carey and passed unanimously.

- 4 Hangar B4 tenant utilizing hangar for unauthorized projects and construction violations per hangar agreement and compliance. Suggestion to approach all hangar tenants regarding hangar usage agreements. Chairman de Werd and David Romero to document and send to tenants that are in violation on the leases. Director Jones motion that manager enforce terms of rental agreements and remind all tenants on monthly bill of inspection rights and compliance on hangars. Second by Director Kaslow. No opposition, passed.

Accounting Software options, Director Kaslow for next meeting, no recommendation at this time but needs to be done by June 30, 2020 POS deadline, with potential deadline to be extended due to COVID 19 delays.

Skip Grey provided update on master lease, County Counsel is being pushed to receive response within two weeks for workable draft.

Meeting adjourned at 11:00 am

APPROVED