



**SANTA MARIA PUBLIC AIRPORT DISTRICT  
BOARD OF DIRECTORS**

**Thursday  
December 14, 2017**

**Administration Building  
Airport Boardroom  
7:00 P.M.**

**REGULAR MEETING  
A G E N D A**

*This agenda is prepared and posted pursuant to the requirements of the California Government Code Section 54954.2. By listing a topic on this agenda, the Santa Maria Public Airport District has expressed its intent to discuss and act on each item. The Santa Maria Public Airport District welcomes orderly participation at its meetings from all members of the public. This includes assistance under the Americans with Disabilities Act to provide an equally effective opportunity for individuals with a disability to participate in and benefit from District activities. To request assistance with disability accommodation, please call (805) 922-1726. Notification at least 48 hours prior to the meeting would enable the Santa Maria Public Airport District to make reasonable arrangements to ensure accessibility to this meeting.*

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL: Engel, Rafferty, Adams, Baskett, Brown**

- 1. ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS-ELECTION OF OFFICERS PURSUANT TO ARTICLE 1, SECTION 5 OF THE OFFICIAL ADMINISTRATIVE CODE OF THE DISTRICT.**
- 2. APPOINTMENT OF MEMBERS TO COMMITTEES AND ASSIGNMENT TO LIAISON POSITIONS.**
- 3. MINUTES OF THE SPECIAL MEETING HELD NOVEMBER 30, 2017.**
- 4. COMMITTEE REPORT(S):**
  - a) AVIATION SUPPORT & PLANNING (Standing or Ad Hoc)**
  - b) ADMINISTRATION & FINANCIAL (Standing or Ad Hoc)**
  - c) MARKETING & PROMOTIONS (Standing or Ad Hoc)**
  - d) CITY & COUNTY LIAISON**
  - e) STATE & FEDERAL LIAISON**
  - f) VANDENBERG LIAISON**
  - g) BUSINESS PARK COMMITTEE (Ad Hoc)**
- 5. GENERAL MANAGER'S REPORT**

6. **MANAGER OF FINANCE & ADMINISTRATION REPORT**
  - a) Demand Register
  - b) Information on Credit Card Fees
7. **DISTRICT COUNSEL'S REPORT. (Joshua George and Natalie Frye Laacke)**
8. **PUBLIC SESSION:** Statements from the floor will be heard during public session. Request to Speak forms are provided for those wishing to address the board. After completing the form, please give it to the Clerk. Requests requiring board action will be referred to staff and brought on the next appropriate agenda. Members of the public are cordially invited to speak on agenda items as they occur. Staff reports covering agenda items are available for review in the offices of the General Manager on the Tuesday prior to each meeting. The Board will establish time limit for receipt of testimony. The board reserves the right to establish further time limits for receipt of testimony.
9. **DISCUSSION AND DIRECTION TO STAFF ON INCREASING PARTICIPATION IN BOARD MEETINGS.**
10. **AUTHORIZATION FOR THE PRESIDENT AND SECRETARY TO EXECUTE THE SIXTEENTH AMENDMENT OF LAND LEASE BETWEEN THE DISTRICT AND CJJ FARMING.**
11. **CLOSED SESSION.** The Board will hold a Closed Session to discuss the following item(s):
  - a) Conference with Legal Counsel-Pending litigation pursuant to Government Code Section 54956.9(d)(4): 1 case SMPAD v. David Baskett.
12. **DIRECTORS' COMMENTS.**
13. **ADJOURNMENT.**



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**SANTA MARIA**  
**PUBLIC AIRPORT DISTRICT**

**2018 SMPAD BOARD OF DIRECTORS  
COMMITTEE AND LIAISON APPOINTMENTS**

**AVIATION SUPPORT & PLANNING (Standing or Ad Hoc)**

Directors &

**ADMINISTRATION & FINANCIAL (Standing or Ad Hoc)**

Directors &

**MARKETING & PROMOTIONS (Standing or Ad Hoc)**

Directors &

**BUSINESS PARK (Standing or Ad Hoc)**

Directors &

**CITY & COUNTY LIAISON**

Directors &

**STATE & FEDERAL LIAISON**

Directors &

**VANDENBERG LIAISON**

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MINUTES OF THE SPECIAL BOARD  
MEETING OF THE BOARD OF DIRECTORS  
OF THE SANTA MARIA PUBLIC AIRPORT  
DISTRICT HELD NOVEMBER 30, 2017

The Board of Directors of the Santa Maria Public Airport District held a Special Meeting at the regular place at 7:00 p.m. Present were Directors Engel, Rafferty, Brown and Adams, General Manager Hastert, Manager of Finance & Administration Reade and District Counsel George. Director Baskett was present via telephone.

1. MINUTES OF THE REGULAR MEETING HELD November 9, 2017.

Director Rafferty made a Motion to approve the Regular Meeting Minutes held November 9, 2017. Director Adams Seconded and it was carried by a 5-0 vote.

2. COMMITTEE REPORT(S):

a) AVIATION SUPPORT & PLANNING (Standing or Ad Hoc) – The committee met to discuss Mokulele Airlines.

b) ADMINISTRATION & FINANCIAL (Standing or Ad Hoc) – No meeting scheduled.

c) MARKETING & PROMOTIONS (Standing or Ad Hoc) – No meeting scheduled.

d) CITY & COUNTY LIAISON – No meeting scheduled.

e) STATE & FEDERAL LIAISON – No meeting scheduled.

f) VANDENBERG LIAISON – No meeting scheduled.

g) BUSINESS PARK COMMITTEE (Ad Hoc) – The committee met and discussed potential development.

3. GENERAL MANAGER'S REPORT. General Manager Hastert notified the Board of recent meetings he has attended. These meetings included American Airlines, Windset Farms, Laguna County Sanitation and the Chamber Transportation Committee. He discussed future meetings he will be attending to discuss the Wildlife Hazard Management Plan, The Regional Chapter for the International Aerobatics Competition, International Council of Air Shows in Las Vegas and Airports Capital Improvement Plan with the FAA in Los Angeles. He also notified the Board Civil Air Patrol is planning an event for summer 2018.

4. MANAGER OF FINANCE & ADMINISTRATION REPORT.

The Manager of Finance & Administration presented the Demand Register to the Board for review and approval.

a) Demand Register. The Demand Register, covering warrants 064682 through 064715 in the amount of \$89,042.17 was recommended for approval as

1 presented. Director Rafferty made a Motion to accept the Demand Register  
2 as presented. Director Brown Seconded and it was carried by a 5-0 vote.  
3

4 b) Budget Report. Received and Filed.  
5

6 c) Budget Deviation. Director Rafferty made a Motion to approve. Director  
7 Adams Seconded and it was carried by a 5-0 vote. Director Brown would like  
8 further detail regarding Credit Card processing fees brought forward at the  
9 next meeting.  
10

11 5. DISTRICT COUNSEL'S REPORT. Nothing to report.  
12

13 6. PUBLIC SESSION: Statements from the floor will be heard during public session.  
14 Request to Speak forms are provided for those wishing to address the board. After  
15 completing the form, please give it to the Clerk. Requests requiring board action  
16 will be referred to staff and brought on the next appropriate agenda. Members of  
17 the public are cordially invited to speak on agenda items as they occur. Staff  
18 reports covering agenda items are available for review in the offices of the General  
19 Manager on the Tuesday prior to each meeting. The Board has established a five-  
20 minute time limit for receipt of testimony. The board reserves the right to establish  
21 further time limits for receipt of testimony.  
22

23 No one requested to speak.  
24

25 7. Authorization for the General Manager to purchase a 2018 operations vehicle.  
26 Director Rafferty made a Motion to approve the 2018 Chevrolet Colorado. Director  
27 Engel Seconded. It was carried by a 3-2 vote. Directors Brown and Adams voted  
28 "No".  
29

30 8. Authorization for two staff members and two community members to attend a  
31 headquarters meeting with SkyWest Airlines to be held January 18, 2018, in Saint  
32 George, UT. Director Adams made a Motion to approve. Director Brown Seconded  
33 and it was carried by a 5-0 vote.  
34

35 9. Authorization for the General Manager to purchase and install new hangar door  
36 tracks on row 3103 from Vortex Doors. Director Baskett made a Motion to approve.  
37 Director Rafferty Seconded and it was carried by a 5-0 vote.  
38

39 10. Discussion and Direction to staff regarding Mokulele Airlines. Mr. Hastert notified  
40 the Board that Mokulele's last day of service was 11-30-17.  
41

42 11. Study session regarding revenue streams. Discussion was held and direction  
43 given to staff on which items to bring forward at a future meeting.  
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45 RECESS: At 8:26 p.m.  
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47 Return to OPEN SESSION: At 8:30 p.m. the Board and staff reconvened to Open  
48 Session.  
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12. CLOSED SESSION. At 8:30 p.m. the Board went into Closed Session to discuss the following item(s):

- a) Conference with Real Property Negotiators (Chris Hastert, Tom Ross and District Counsel) Re: 1424 Fairway Dr. (Gov. Code Section 54956.8)
- b) Conference with Real Property Negotiators (Chris Hastert, Tom Ross and District Counsel) Re: APN 111-231-19 (Gov. Code Section 54956.8)
- c) Conference with Real Property Negotiators (Chris Hastert, Tom Ross and District Counsel) Re: APN 111-231-11 (Gov. Code Section 54956.8)
- d) Conference with Legal Counsel Anticipated Litigation-Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (One Case).

At 9:15 p.m., the Board and staff reconvened to Open Public Session.

There were no reportable actions.

13. DIRECTORS' COMMENTS: Director Rafferty is happy the Board discussed potential revenue sources.

Director Baskett is happy to hear about Maintenance improvements. He would like to reiterate customs as a potential revenue source and would like to consider bio fuels.

Directors Adams, Brown and Engel had no comment.

14. ADJOURNMENT. President Engel asked for a Motion to adjourn to a Regular Meeting to be held on December 14, 2017 at 7:00 p.m. at the regular meeting place. Director Adams made that Motion, Director Rafferty Seconded and the Motion was carried by a 5-0 vote.

ORDER OF ADJOURNMENT

This Special Meeting of the Board of Directors of the Santa Maria Public Airport District is hereby adjourned at 9:16 p.m. on November 30, 2017.

\_\_\_\_\_  
Carl Engel, President

\_\_\_\_\_  
Chuck Adams, Secretary

2017-2018

**DEMAND REGISTER  
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand, numbers 064716 to 064777 on Pacific Premier Bank in the total amount of \$212,077.96.

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\_\_\_\_\_  
CHRIS HASTERT  
GENERAL MANAGER

\_\_\_\_\_  
DATE

The undersigned certifies that the attached register of audited demands of the Santa Maria Public Airport District for each demand, numbers 064716 to 064777 on Pacific Premier Bank in the total amount of \$212,077.96 has been approved as being in conformity with the budget approved by the Santa Maria Public Airport District and funds are available for their payment.

\_\_\_\_\_  
VERONEKA READE  
MANAGER OF FINANCE & ADMINISTRATION

\_\_\_\_\_  
DATE

THE BOARD OF DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT APPROVED PAYMENT OF THE ATTACHED WARRANTS AT THE MEETING OF DECEMBER 14, 2017.

\_\_\_\_\_  
CHUCK ADAMS  
SECRETARY

**Santa Maria Public Airport District  
Demand Register**

Check Number	Check Date	Vendor Name	Check Amount	AIP Funding	Description
064716 *	11/30/2017	American Assn of Airport Exec	725.00		Renew AAAE - Affiliate Dues
064717 *	11/30/2017	Armstrong's Lock and Key	696.33		Maintenance
064718 *	11/30/2017	AT&T	43.22		Phone Service
064719 *	11/30/2017	Bartlett, Pringle & Wolf	376.00		Computer Support
064720 *	11/30/2017	Blueglobes, Inc.	1,332.30		Lighting & Nav Aid Maint.
064721 *	11/30/2017	Bomar Security & Investigation	2,473.80		Security Service
064722 *	11/30/2017	City of Santa Maria	3,745.98		Water Invoice
064723 *	11/30/2017	City of Santa Maria-Util Div	7,445.28		Water Invoices
064724 *	11/30/2017	Comcast	1,165.44		Cable/Internet /Digital Voice
064725 *	11/30/2017	Frontier Communications	733.66		Telephone Service
064726 *	11/30/2017	Home Depot	300.62		Building Maintenance
064727 *	11/30/2017	Interstate Batteries	177.36		Auto Maint. - Mechanical
064728 *	11/30/2017	J B Dewar, Inc	398.00		Fuel Expense - Gas/Diesel
064729 *	11/30/2017	Mission Uniform Service	106.94		Uniform Service
064730 *	11/30/2017	Neopost USA, Inc.	300.00		Postage
064731 *	11/30/2017	Orchard Supply Hardware	112.74		Hardware & Supplies
064732 *	11/30/2017	Pacific Gas & Electric Company	14,012.29		Terminal/Admin./Main Hangar
064733 *	11/30/2017	Principal Financial Group	2,906.08		Dental, Life, Disability, Vision
064734 *	11/30/2017	Roberts & Connell LLP	740.53		Legal Service
064735 *	11/30/2017	State Water Resources Control Bd	196.95		Permit-Discharge Storm Water
064736 *	11/30/2017	Tartaglia Engineering	44,486.50	38,480.82	AIP 33
064737 *	11/30/2017	Tolman & Walker Ins. Services LLC	12,950.00		Insurance - Annual
064738 *	11/30/2017	City of Santa Maria	50.00		Water Invoice
064739 *	12/8/2017	Airports Council International-NA	1,610.00		2017 Airport Member Dues
064740 *	12/8/2017	Chuck Adams	300.00		Directors Fees
064741 *	12/8/2017	Adamski Moroski	3,893.00		Legal Service
064742 *	12/8/2017	Mark Ames	250.00		Refund - Security Deposit
064743 *	12/8/2017	AT&T	435.06		Phone Service
064744 *	12/8/2017	Bickel's Heating & Air Cond.	2,645.48		Maint. - Heating & Air Condit.
064745 *	12/8/2017	Bomar Security & Investigation	4,773.96		Security Service



**Santa Maria Public Airport District  
Demand Register**

Check Number	Check Date	Vendor Name	Check Amount	AIP Funding	Description
064746 *	12/8/2017	Brayton's Power Wash & Sweep	950.00		Street Sweeping
064747 *	12/8/2017	Steve Brown	400.00		Directors Fees
064748 *	12/8/2017	Calif Special Districts Associ	6,358.00		2018 - Membership Dues
064749 *	12/8/2017	Consolidated Electrical	652.40		Lighting Maintenance
064750 *	12/8/2017	Clark Pest Control	1,364.00		Pest Control - Terminal & Adm.
064751 *	12/8/2017	Coffman Associates	3,476.00		Wildlife Hazard Assessment
064752 *	12/8/2017	De Lage Landen	74.38		Lease/Maint. - Copier
064753 *	12/8/2017	Carl Engel, Jr.	400.00		Directors Fees
064754 *	12/8/2017	Ferguson Enterprises, Inc.	486.60		Buildg. Maint.
064755 *	12/8/2017	Frontier Communications	1,142.75		Telephone Service
064756 *	12/8/2017	The Gas Company	467.53		Utilities
064757 *	12/8/2017	Hayward Lumber Company	1,005.89		MHP - Maintenance
064758 *	12/8/2017	Ray Heath	3,575.20		Consulting Service
064759 *	12/8/2017	Interstate Batteries	126.88		Auto Maint. - Mechanical
064760 *	12/8/2017	J B Dewar, Inc	37.59		Fuel Expense - Gas/Diesel
064761 *	12/8/2017	Lee Central Coast Newspapers	207.32		Request For Proposals
064762 *	12/8/2017	Letters, Inc.	128.00		Auto Maintenance
064763 *	12/8/2017	Limotta Internet Technologies	1,534.50		Computer Support Services
064764 *	12/8/2017	LSC Communications	27.69		Publications
064765 *	12/8/2017	Mission Uniform Service	210.80		Uniform Service
064766 *	12/8/2017	Office Depot	727.17		Office Supplies
064767 *	12/8/2017	Pacific Telemanagement Services	227.92		Pay Phone Service
064768 *	12/8/2017	Quinn Company	18.90		Maintenance Supplies
064769 *	12/8/2017	Hugh Rafferty	300.00		Directors Fees
064770 *	12/8/2017	ReadyRefresh by Nestle	90.38		Water Delivery
064771 *	12/8/2017	SB County Air Pollution	429.00		Permits
064772 *	12/8/2017	S Lombardi & Assoc., Inc.	5,360.00		Airport Advertising
064773 *	12/8/2017	Santa Maria Breakfast Rotary	500.00		Banner Sponsorship
064774 *	12/8/2017	Sousa Tire Service, LLC	1,614.84		ARFF Vehicle Maint.
064775 *	12/8/2017	Toshiba Financial Services	548.56		Copier Lease
064776 *	12/8/2017	Tri-Counties Plant Service	275.00		Interior Plants Maint.

**Santa Maria Public Airport District  
Demand Register**

Check Number	Check Date	Vendor Name	Check Amount	AIP Funding	Description
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064777 *	12/8/2017	Verizon Wireless	2,245.52		Cell Phones
			<b>144,345.34</b>	<b>38,480.82</b>	

\* Approved by one Board Member

Electronic Payments

11/8/2017	CalPERS Retirement	4,719.88	
11/8/2017	Mass Mutual P/R 11/3	12,664.07	
11/8/2017	Mass Mutual P/R 10/20/17	2,665.52	
11/9/2017	CalPERS Health	15,297.20	
11/28/2017	CalPERS unfunded liability	24.52	
11/28/2017	CalPERS unfunded liability	5,825.86	
11/28/2017	CalPERS Retirement P/R 11/17/17	4,734.37	
11/24/2017	Mass Mutual P/R 11/17/17	2,865.52	
12/6/2017	Mass Mutual P/R 12/1/17	3,638.48	
12/10/2017	CalPERS Health	15,297.20	
	Total Electronic Funds Transfer:	<b>67,732.62</b>	

Total Funds Dispersed/Reimbursed:	<b>212,077.96</b>	<b>38,480.82</b>
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SIXTEENTH AMENDMENT OF LEASE

Re: Land Lease (Farming) dated April 13, 2000, commencing retroactively on April 1, 2000 between SANTA MARIA PUBLIC AIRPORT DISTRICT and CJJ FARMING, a California corporation, covering land at the Santa Maria Public Airport, as extended ("Lease")

The undersigned, SANTA MARIA PUBLIC AIRPORT DISTRICT, ("District") and CJJ FARMING, a California corporation ("Tenant") do hereby agree to amend the above-referenced Lease effective immediately, as follows:

1. Rent. Effective January 1, 2018 rent is increased to \$10,763.25 per month, based upon approximately 114.30 acres of land for agricultural/farming at the rate of \$1,130.00 per acre, per year. No water is included in the rent, and District shall have no obligation to provide water to the Premises.

2. Extension of Term. District grants Tenant a one (1) year extension of the Lease, commencing January 1, 2018, and expiring on December 31, 2018, unless sooner terminated. No options to extend are granted; any additional extension of this Lease shall be by mutual agreement of the parties only.

All of the terms, covenants, conditions, and provisions and agreements of said Lease, as amended, shall remain in full force and effect.

Dated: December 14, 2017

Approved as to content for District

SANTA MARIA PUBLIC AIRPORT  
DISTRICT

\_\_\_\_\_  
General Manager

\_\_\_\_\_  
Carl Engel, President

Approved as to form for District

\_\_\_\_\_  
Chuck Adams, Secretary

\_\_\_\_\_  
District Counsel

CJJ FARMING, a California corporation

\_\_\_\_\_  
Juan Cisneros, General Manager

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Jesus Cisneros, Secretary