

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

**Thursday
August 23, 2018**

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

- 1. MINUTES OF THE REGULAR MEETING HELD AUGUST 9, 2018.**
- 2. 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)**
- 3. GENERAL MANAGER'S REPORT**
 - a) Monthly Activity Report**
- 4. MANAGER OF FINANCE & ADMINISTRATION REPORT**
 - a) Demand Register**

5. **DISTRICT COUNSEL'S REPORT. (Joshua George and Natalie Frye Laacke)**
6. **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.
7. **AUTHORIZATION FOR THE PRESIDENT AND SECRETARY TO EXECUTE THE MEMORANDUM OF AGREEMENT BETWEEN THE DISTRICT AND LYFT.**
8. **AUTHORIZATION FOR THE MANAGER OF FINANCE AND ADMINISTRATION AND ONE STAFF MEMBER TO ATTEND THE FAIR LABOR STANDARDS ACT ACADEMY TO BE HELD OCTOBER 1-2, 2018 IN PIEDMONT, CA.**
9. **AUTHORIZATION FOR THE PRESIDENT AND SECRETARY TO EXECUTE CHANGE ORDER NO. 1 FOR THE STRIPING PROJECT BETWEEN THE DISTRICT AND CAL STRIPE INC.**
10. **AUTHORIZATION FOR THE PRESIDENT AND SECRETARY TO EXECUTE THE SEVENTEENTH AMENDMENT OF LEASE BETWEEN THE DISTRICT AND CJJ FARMING**
11. **AUTHORIZATION FOR TUITION REIMBURSEMENT FOR CHRIS HASTERT, GENERAL MANAGER.**
12. **AUTHORIZATION FOR THE GENERAL MANAGER, ONE STAFF MEMBER AND TWO COMMUNITY MEMBERS TO ATTEND THE AMERICAN AIRLINES HEADQUARTERS MEETING TO BE HELD NOVEMBER 28, 2018 IN DALLAS, TX.**
13. **CLOSED SESSION.** The Board will hold a 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).**
14. **DIRECTORS' COMMENTS.**
15. **ADJOURNMENT.**



SANTA MARIA

PUBLIC AIRPORT DISTRICT

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

**Thursday
August 23, 2018**

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

NOTE: Pursuant to Gov. Code Section 54953(b), Director Baskett will participate in the meeting via teleconferencing from the following location:

**Hilton Crystal City-Washington Reagan National Airport
2399 Jefferson Davis Highway
Arlington, VA 22202**

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 - a) Monthly Activity Report**

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 - a) Demand Register
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MINUTES OF THE REGULAR BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD AUGUST 9, 2018

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

1. MINUTES OF THE SPECIAL MEETING HELD July 20, 2018. Director Baskett made a Motion to approve the minutes of the special meeting held July 20, 2018. Director Brown Seconded and it was carried by a 5-0 vote.
2. COMMITTEE REPORT(S):
 - a) AVIATION SUPPORT & PLANNING (Standing or Ad Hoc) – No meeting scheduled.
 - 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) – No meeting scheduled.
3. GENERAL MANAGER'S REPORT. General Manager Hastert notified the Board he attended a Civic Leaders Dinner at VAFB and about an issue regarding a hangar door. President Rafferty updated the Board on the Economic Development Commission meeting he attended in place of Mr. Hastert.
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 065661 through 065718 in the amount of \$128,920.99 was recommended for approval as presented. Director Engel made a Motion to accept the Demand Register as presented. Director Brown Seconded and it was carried by a 5-0 vote.
 - b) Quarterly Financial Report. Received and filed.
 - c) Quarterly Investment Report Received and filed.

- 1 5. DISTRICT COUNSEL'S REPORT. Nothing to report.
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4 6. PUBLIC SESSION: Statements from the floor will be heard during public session.
5 Request to Speak forms are provided for those wishing to address the board. After
6 completing the form, please give it to the Clerk. Requests requiring board action
7 will be referred to staff and brought on the next appropriate agenda. Members of
8 the public are cordially invited to speak on agenda items as they occur. Staff
9 reports covering agenda items are available for review in the offices of the General
10 Manager on the Tuesday prior to each meeting. The Board has established a five-
11 minute time limit for receipt of testimony. The board reserves the right to establish
12 further time limits for receipt of testimony.
13
14 No one requested to speak.
15
16 7. Resolution 867. A Resolution of the Board of Directors of the Santa Maria Public
17 Airport District amending the District's Conflict of Interest Code. Director Adams
18 made a Motion to approve. Director Baskett Seconded and it was approved by the
19 following roll call vote. Director's Rafferty, Adams, Engel, Brown and Baskett voted
20 "Yes".
21
22 8. Authorization for the General Manager, one Director and two Air Show Committee
23 members to attend the International Council of Air Shows to be held December 3-
24 6, 2018 in Las Vegas, NV. Director Baskett made a Motion to approve. Director
25 Adams Seconded and it was carried by a 5-0 vote.
26
27 9. Authorization for the Manager of Finance and Administration to attend the 2018
28 CSDA Annual Conference and Exhibitor Showcase to be held September 24-27,
29 2018 in Indian Wells, CA. Director Brown made a Motion to approve. Director
30 Baskett Seconded and it was carried by a 5-0 vote.
31
32 RECESS: At 7:18 p.m.
33
34 Return to OPEN SESSION: At 7:22 p.m. The Board and staff reconvened to Open
35 Session.
36
37 11. CLOSED SESSION. At 7:22 p.m. the Board went into Closed Session to discuss
38 the following item(s):
39 a) Conference with Real Property Negotiators (Chris Hastert, Tom Ross and
40 District Counsel) Re: 1424 Fairway Dr. (Gov. Code Section 54956.8).
41
42 b) Conference with Real Property Negotiators (Chris Hastert, Tom Ross and
43 District Counsel) Re: 111-231-141 (Gov. Code Section 54956.8).
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45 At 8:00 p.m., the Board and staff reconvened to Open Public Session.
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47 There were no reportable actions.
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12. DIRECTORS' COMMENTS: Directors Adams and Baskett had no comment.

Director Engel would like the District boundaries looked at in an upcoming meeting. He also notified Mr. Hastert he may be receiving a proposal from the Central Coast Space Center.

Director Brown requested a presentation of employee benefits on the next agenda.

Director Rafferty notified the Board that Mr. Hastert would be speaking about the airport and Jim Kunkle, of the Central Coast Jet Center, would be speaking about the AirFest at the Radisson on the 15th.

13. ADJOURNMENT. President Rafferty asked for a Motion to adjourn to a Regular Meeting to be held on August 23, 2018 at 7:00 p.m. at the regular meeting place. Director Adams made that Motion, Director Engel Seconded and the Motion was carried by a 5-0 vote.

ORDER OF ADJOURNMENT

This Regular Meeting of the Board of Directors of the Santa Maria Public Airport District is hereby adjourned at 8:08 p.m. on August 9, 2018.

Hugh Rafferty, President

Carl Engel, Secretary

Monthly Activity Report

July 2018



AGENDA ITEM

3a

8/23/2018

Aviation Building Information

	Inventory	Occupied	Available	Occupancy Rate
T Hangars	140	140	0	100%
Corporate T Hangars	8	8	0	100%
Corporate Hangars	28	28	0	100%
Storage Units	26	26	0	100%
Owner Build	23	23	0	100%
Commercial Aviation Hangar Space (SqFt)	107,782	105,407	275	98%
Commercial Aviation Office Space (SqFt)	28,800	19,449	9,351	68%

Hangar Waiting List

T-Hangars	15
Corporate/Corporate T-Hangar	16

Monthly Activity

	Jul-17	Jun-18	Jul-18	%Change
Operations	3,702	3,078	3284	-11%
Noise/Nuisance Complaints	3	0	0	
Jet\100LL Fuel (Gallons)	329,030	55,972	53883	-84%

Enplanments

	Jul-17	Jun-18	Jul-18	%Change
Allegiant	1,914	1,967	1,913	0%
Central Coast Shuttle	1,151	1,258	1,056	-8%

Airline Load Factor

	# of Flights	Load Factor Actual flights	Load Factor SCHED flights
Allegiant	13	89%	89%

Land Lease Information (Acres)

	Inventory	Occupied	Available
Business Park	224	0	224
Agriculture	592.29	592.29	0
Grazing	511	511	0
Non Aviation Land Leases	TBD	48.42	
Aviation Land Leases	TBD	12.22	
Total Airport Acreage	2,550		

Mobile Home Park

	Spaces Rented	Units Sold
Mobile Home Park	78	

2018-2019

**DEMAND REGISTER
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand, numbers 065719 to 065752 and Electronic Payments on Pacific Premier Bank in the total amount of \$63,897.00.

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 065719 to 065752 and Electronic Payments Pacific Premier Bank in the total amount of \$63,897.00 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 AUGUST 23, 2018.

CARL ENGEL
SECRETARY

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
065719*	8/9/2018	Adamski Moroski	\$3,871.47	Legal Service
065720*	8/9/2018	Armstrong's Lock and Key	\$135.00	Maintenance
065721*	8/9/2018	J B Dewar, Inc	\$621.95	Motor Oil
065722*	8/9/2018	Lowe's	\$83.29	Shop Supplies
065723*	8/9/2018	Pacific Gas & Electric Company	\$526.03	Electricity
065724*	8/9/2018	VTC Enterprises	\$60.00	Trash - Paper Recycling
065725*	8/9/2018	Bagby Plumbing Service & Repair	\$253.01	Building Maint. - Terminal
065726*	8/17/2018	AT&T	\$39.34	Phone Service
065727*	8/17/2018	City of Santa Maria-Util Div	\$168.96	Water Invoices
065728*	8/17/2018	Chris Hastert	\$114.35	Expense - Travel/Entertainment
065729*	8/17/2018	Advantage Answering Plus	\$248.90	Answering Service
065730*	8/17/2018	Aflac	\$502.02	Voluntary Ins. - Employee
065731*	8/17/2018	Frontier Communications	\$175.02	Telephone Service
065732*	8/17/2018	PATHPOINT	\$1,273.86	Airport Maintenance Service
065733*	8/17/2018	South Coast Emergency Vehicle Serv.	\$5,451.34	Heavy Equip.Maint.- Mechanical
065734*	8/17/2018	Card ServiceCenter	\$9,630.65	Business Travel & Enter.
065735*	8/17/2018	SM Valley Chamber of Commerce	\$30.00	Advertising
065736*	8/17/2018	United Site Services of California, Inc.	\$385.49	Buildg Maint.- FBO Hangar Area
065737*	8/17/2018	Western Propane Service	\$22.10	Maintenance Suupplies
065738	8/21/2018	Consolidated Electrical Distributors	\$253.53	Lighting Maintenance
065739	8/21/2018	City of Guadalupe	\$21,065.08	Security Service
065740	8/21/2018	Clark Pest Control	\$554.00	Pest Control - Terminal & Adm.
065741	8/21/2018	Comcast	\$557.10	Cable/Internet /Digital Voice
065742	8/21/2018	De Lage Landen	\$101.60	Lease/Maint. - Copier
065743	8/21/2018	Federal Express	\$58.00	Freight & Common Carrier
065744	8/21/2018	Frontier Communications	\$542.81	Telephone Service
065745	8/21/2018	J B Dewar, Inc	\$2,946.59	Fuel Expense - Gas/Diesel
065746	8/21/2018	Mission Uniform Service	\$121.31	Uniform Service
065747	8/21/2018	Ray Zierman Backflow Service	\$399.00	Backflow Testing
065748	8/21/2018	Service Star	\$11,399.87	Janitorial Service
065749	8/21/2018	S Lombardi & Assoc., Inc.	\$1,625.00	Airport Advertising
065750	8/21/2018	Soust Coast Emergency Vehicle Serv.	\$576.38	Heavy Equip.Maint.- Mechanical
065751	8/21/2018	WageWorks	\$100.00	Cafeteria Plan - Admin. Fee
065752	8/21/2018	Zoom Imaging Solutions, Inc.	\$3.95	Lease/Maint.- Copier Machine
Total Checks Written			\$63,897.00	

***Approved by One Board Member**

**PUBLIC AIRPORT DISTRICT**

08/23/18

Agenda Item
8
8/23/2018

Board of Directors
Santa Maria Public Airport District
3217 Terminal Drive
Santa Maria, CA 93455

Subject: Authorization for the Manager of Finance and Administration and one staff member to attend the Fair Labor Standards Act Academy to be held October 1-2, 2018 in Piedmont, CA.

Summary

The Fair Labor Standards Act Academy offers an in-depth training program for public agencies on one of the most fundamental employment areas-items dealing with wages and hours. Public agency liability can be significant and costly, and this program is designed to make it clearer and a bit easier as you move forward.

Budget

		Attendees	Days	Rate	Total
Hotel:	Hotel stay	2	2	\$332.00	\$1,328.00
Meals:	Meals	2	3	\$60.00	\$360.00
Transportation:	Ground	2		\$289.94	\$579.88
Fees:	Registration	2		\$550.00	\$1,100.00
	Total:				\$3,367.88

Overall Impact:

Approved 2018-2019 Budget for Business Travel	\$56,618.00
Previously Approved Business Travel	\$27,259.00
Current Balance for Business Travel	\$29,359.00
Amount of this Request	\$3,367.88
Balance Remaining if Approved	\$25,991.12

Recommendation

Staff recommends the board authorize this travel in order to remain up to date with current practices and policies regarding the Fair Labor Standards Act.

Please let me know if you have any questions:

Sincerely,

Chris Hastert, CM
General Manager



PUBLIC AIRPORT DISTRICT

Agenda Item 9 8-23-18

August 22, 2018

Board of Directors
Santa Maria Public Airport District
3217 Terminal Drive
Santa Maria, CA 93455

Subject: 2018 Airfield Striping Project

Discussion

The Santa Maria Public Airport District received four bids following our solicitation for a project to prepare and repaint approximately 145,000 square feet of taxiway and runway markings in addition to 40,000 square feet of rubber removal from the runway and authorized a contract with Cal Stripe in the amount of \$87,506 for the base bid only with no additive alternates.

Subsequent to that approval, the FAA annual inspection discovered other areas of striping that require attention. Much of that work is included in the additive alternate already a part of the bids, with approximately \$15,000 of additional work beyond the original scope.

Fiscal Impact

The FY 18-19 budget as approved in June of this year recognized the additional work that needs to be done and was approved for the full amount of the base bid, additive alternate, and \$15,000 of extra work for a total project price of \$143,756.

Recommendation

Staff recommends that the Board authorize the President and Secretary to approve a Contract Change Order between the District and the Cal Stripe, Inc. to provide additional painting, marking, and rubber removal for the Santa Maria Public Airport District to include the base bid, additive alternate and up to \$15,000 of extra work.

Please let me know if you have any questions:

Sincerely,

Chris Hastert, CM
General Manager

MEMORANDUM

TO: CHRIS HASTERT
FROM: RIC TOKOPH, OPERATIONS
SUBJECT: 2018 STRIPING PROJECT RECOMMENDATION
DATE: February 9, 2018

On February 7th the District received four bids for Airport Striping services. See the attached schedule below.

RECOMMENDATION

At this time, I recommend the base bid award to the lowest bidder, Cal Stripe, in the amount of: \$87,506.00.

We requested 2 add alternates and would like paint these also, if possible. The additions consist of runway edge marking and taxiway striping which total \$41,250.00.

Company	Total Project	ADD ALT RWY Edge Markings	ADD ALT Taxiway paint	Total Project Cost with ADD ALT
Cal Stripe	\$ 87,506.00	\$ 14,250.00	\$ 27,000.00	\$ 128,756.00
Super Seal & Stripe	\$ 127,192.00	\$ 25,650.00	\$ 27,000.00	\$ 179,842.00
PCI	\$ 129,070.00	\$ 39,900.00	\$ 54,000.00	\$ 222,970.00
Sterndahl	\$ 199,440.00	\$ 57,000.00	\$ 60,000.00	\$ 316,440.00

MEMORANDUM

DATE: May 22, 2018

TO: Chris Hastert, Airport Manager

FROM: Richard Tokoph, Operations Manager

SUBJECT: painting

During the annual FAA part 139 inspection, the inspector noted a few discrepancies with the existing markings for TWY A, E, A7, and RWY 20. He has requested that we relocate RWY 20 marks, remove the dashed markings at A7 and repaint the centerline of TWY A and E.

The original low bid for Cal Stripe was \$87,506.00 and the add alternate (TWY centerline painting) total was \$41,250.00. Cal stripe was asked to provide an estimate to remove the dashed marks at A7 and relocate the "20" markings. Their preliminary estimate was \$15,000-\$20,000 based on an estimated 9000 sqft of additional marking removal. This change totals an estimated \$1.66 – \$2.22 per sqft.

The total including the add alternate and change order would range between \$143,756 to \$148,756.00.

Cal stripe noted that the prices could go up.

Please advise how you would like me to proceed.

SEVENTEENTH 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. Leased Premises. Effective August 23, 2018 the leased area is increased by approximately 26.5 acres for a total of approximately 140.8 acres of land for agricultural use. The additional leased area is shown on Exhibit A-1 dated August 20, 2018.

2. Rent. Rent for the additional area shall be waived through December 31, 2019 as acknowledgment of the extensive effort required to place the increased area into agricultural production including clearing/grubbing, grading, and engineering and installation of a waterline from the adjacent property. Effective January 1, 2019 rent for the existing 114.30 acres is increased to \$11,173.00 per month, based upon approximately 114.30 acres of land for agricultural/farming at the rate of \$1,173.00 per acre, per year. No water is included in the rent, and District shall have no obligation to provide water to the Premises.

3. Extension of Term. District grants Tenant a one (1) year extension of the Lease, commencing January 1, 2019, and expiring on December 31, 2019, 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: August 23, 2018

Approved as to content for District:

SANTA MARIA PUBLIC AIRPORT
DISTRICT

General Manager

Hugh Rafferty, President

Approved as to form for District:

Carl Engel, Secretary

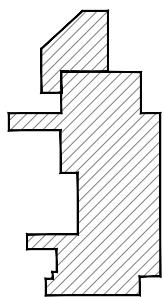
District Counsel

CJJ FARMING, a California corporation

Juan Cisneros, General Manager

Jesus Cisneros, Secretary

FOSTER RD.



13.52 AC.

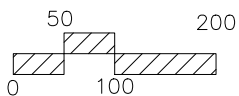
12.98 AC.

FOXENWOOD LANE

~~ORCUTT RD - AIRPORT BOUNDARY~~

AIRPORT BOUNDARY

UNION VALLEY PKY.



SCALE IN FEET



3217 TERMINAL DR.
SANTA MARIA, CA
93455.
(805) 922-1726

REVISIONS	
DATE	BY:
8/20/18	RH

DRAWN BY:
RAY HEATH

EXHIBIT "A-1"

CJJ FARMING

DRAWING

CJJ FARMING

1 OF 1

G.P. SALMEN & ASSOCIATES

257 Dorothy Avenue, Ventura, CA 93003
CA LS5018

Phone (805) 701-6788

Land Surveying
gary@gpsalmen.com

LAND SURVEY INVOICE

November 19, 2017

Client

CJJ Farming, Inc.
125 W. Mill Street
Santa Maria, CA 93458
c/o Luis E. Garcia
(805) 310-5961
luis@better-produce.com

additional contacts:
Steve Cattnach, P.E.
Ben Fishetti, P.E.
(805) 653-7900 ext. 409
ben@wreaassoc.net

Site Area outlined in red cloud on map attached to agreement. Said area is on West Foster Road, from Foxenwood Lane westerly and includes both sides of said streets.

Description of Work Prepared topographic survey map of existing ground elevation (one-foot contours) and any noticeable improvements and trees 6 inches trunk diameter at 4 ft. above ground or greater, and also including true plotted property lines and right-of way lines.

Transmitted herewith and to WREA is an Autocad 2014 Civil 3D file and pdf files: black and white, color, and black and white with approximate satellite image.

Total Fixed Fee per Agreement: \$4,250.00

Total Invoice and Amount Due: **\$4,250.00**

Terms: Balance net 30 days.

Thank you.

Gary P. Salmen, LS



WATER RESOURCE ENGINEERING ASSOCIATES

CONSULTING CIVIL AND ENVIRONMENTAL ENGINEERS IN WATER AND WASTEWATER
COLLECTION, CONSERVATION, DISTRIBUTION AND TREATMENT

WORK AUTHORIZATION

PROJECT NAME:	<i>CJJ FARMING</i>	Job No.	<i>3071</i>
LOCATION:	<i>WEST FOSTER ROAD, SANTA MARIA, CA</i>	Date:	<i>11/02/17</i>
TYPE OF PROJECT:	<i>Foster Road Crossing Plans and Related Work</i>		
CLIENT CONTACT:	<i>Luis Garcia</i>	Phone #	<i>805.310.5961</i>
		Fax #	
		e-mail address	<i>luis@better-produce.com</i>
CLIENT NAME:	<i>CJJ FARMING</i>	Client Project No.	
BILLING ADDRESS:	<i>125 West Mill</i>		
	<i>Santa Maria, CA 93458</i>		

DESCRIPTION OF WORK TO BE PERFORMED

See Fee Estimate and Preliminary Estimated Project Timetable attached (dated 11/2/2017).

Est. Starting Date:	<i>11/6/2017</i>
Est. Completion Date:	<i>Late January 2018</i>

CLIENT APPROVAL: (SIGN)		Date:	
PRINT NAME:			

BILLING

See Fee Schedule attached

Billing will be on a monthly basis, based on the actual amount of time spent on the project in the previous month, with statement amounts due within 10 days of invoice date.

Please sign and return a copy back to our office at wrea@wrreassoc.net or (fax) 805.653.0610

Notice of Licensure:

As required under the California Codes and Regulations, Title 16, Chapter 5, Section 463.5, Notice of Licensure, client is hereby advised that Louis M. Nagy, P.E., dba Water Resource Engineering Associates, is licensed by the State of California to provide Civil Engineering Services (License Number C047648). Specific project services will be provided under Mr. Nagy's direction.

**FEE ESTIMATE FOR FOSTER ROAD CROSSING PLANS
AND RELATED WORK:
Construction Documents, Approvals and As-Builts**

Item	Scope of Work Descriptions	A	B	C	D
1.	Coordinate with Surveyor. Coordinate with potholing contractor. Contact Santa Maria City Road Dept. on details of requirements. Complete utility research with City and Dig Alert.	1	1	1	3
2.	Design and provide plans and details for Foster Road crossing including 150' +/- 8" HDPE pipe to be installed with Horizontal Directional Drilling methods, in Santa Maria City Roads right of way, plan and profile, 2-sheets including cover.	3	5	1	48
3.	Assist owner in submitting plans, details and specifications to City of Santa Maria. Make changes as required during processing, and assist in processing through approval.	1	2	2	4
4.	Compile as-built plans after construction is complete from contractor redline mark-ups. Submit to City of Santa Maria if required.	1	2	2	6
Total Hours Construction Documents, Approvals and As-Builts		6	10	6	61

Fee Estimate						
A	Principal	6	Hrs	@	\$190	= \$1,140
B	Senior Engineer	10	Hrs	@	\$150	= 1,500
C	Staff Engineer	6	Hrs	@	\$125	= 750
D	Technician	61	Hrs	@	\$100	= <u>6,100</u>
Fee Estimate Total						\$9,490

Notes and Assumptions

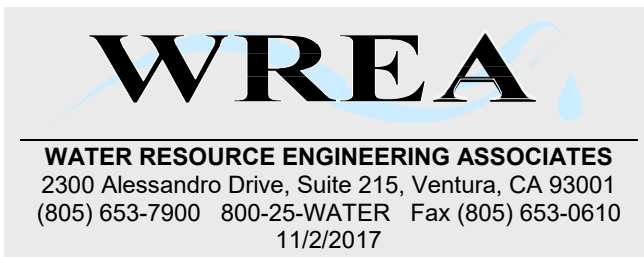
1. A topographic and design survey will be required, and is not included in this fee estimate. It is assumed that the owner will contract directly for these services. We recommend Gary Salmon of Right Angle Survey for the Project we estimate an approximate cost of \$2,500 for the work. WREA will coordinate this work per Scope of Work Item 1 above.
2. Potholing will be necessary to determine the locations of conflicting utilities and other features. It is assumed that Ventura Drilling will be doing this work. They will be applying for a Pothole Permit from City of Santa Maria. WREA will coordinate this work per Scope of Work Item 1 above.
3. The owner/Client will pay all permit fees.
4. A soils investigation may be necessary and is not included in this Fee Estimate, but will be determined at the time of submittal of the Encroachment Permit.
5. A Traffic Control Plan may be necessary and is not included in this Fee Estimate.

**FEE ESTIMATE FOR FOSTER ROAD CROSSING PLANS
AND RELATED WORK:
Construction Documents, Approvals and As-Builts**

Exclusions

- A. Reproduction costs for plans, maps, reports and other documents. These and other reimbursables will be billed at our cost, plus ten (10) percent.
- B. Ecological/environmental hazard/contamination, testing, studies, reports, consulting, permitting or permit processing, or work relating to CEQA, CUP, tree permits or zoning verification.
- C. Major changes dictated by owner, architect, contractor or any agency, such as changes in site layout, building dimensions, hardscape features, or access.
- D. Plans for improvements required (utilities, etc) other than those listed.
- E. Modification design of existing facilities encountered during design or construction due to unanticipated project conditions, such as additional facilities required to comply with current codes/ordinances, etc.
- F. Meetings other than those specified or required to obtain design information.
- G. Water quality, quantity, or soils testing or investigation.
- H. Any work not normally a part of a City of Santa Maria right of way crossing design project.
- I. Work related to construction services, soliciting bids, contract administration, construction observations, unless otherwise noted.
- J. Potholing for facility locations.
- K. Drainage design: Needed modifications to existing road drains, if necessary will be covered under a separate Work Authorization.
- L. Traffic Control Plan

Prepared by:



CJJ FARMING, SANTA MARIA, CA
PRELIMINARY ESTIMATED PROJECT TIMETABLE
for : Foster Road Crossing

TASK ITEM	Weeks	Nov					Dec				Jan				Feb			
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
1. Coordinate with Surveyor. Coordinate with potholing contractor. Contact Santa Maria City Road Dept. on details of requirements. Complete utility research with City and Dig Alert. [NOTE: ESTIMATED SCHEDULE ONLY - ACTUAL SCHEDULE TBD BASED ON UTILITY COMPANY RESPONSES]																		
2. Design and provide plans and details for Foster Road crossing including 150' +/- 8" HDPE pipe to be installed with Horizontal Directional Drilling methods, in Santa Maria City Roads right of way, plan and profile, 2-sheets including cover.																		
3. Assist owner in submitting plans, details and specifications to City of Santa Maria. Make changes as required during processing, and assist in processing through approval. [NOTE: ESTIMATED SCHEDULE ONLY - ACTUAL SCHEDULE TBD BASED ON CITY'S PLAN CHECK REVIEW TIME]																		
4. Compile as-built plans after construction is complete from contractor redline mark-ups. Submit to City of Santa Maria if required.																		

Prepared By:

 WREA WATER RESOURCE ENGINEERING ASSOCIATES 2300 Alessandro Drive, Suite 215, Ventura, CA93001 (805) 653-7900 800-25-WATER Fax (805) 653-0610 11/2/2017



TELEPHONE (805)922-1726

FAX (805)922-0677

www.SantaMariaAirport.com

PUBLIC AIRPORT DISTRICT

August 23, 2018

Board of Directors
Santa Maria Public Airport District
3217 Terminal Drive
Santa Maria, CA 93455

Agenda Item
11
08/23/18

Subject: Authorization for tuition reimbursement for Chris Hastert, General Manager.

Summary

Based upon section 10.5 of the Personnel Manual (See Attached). I am requesting reimbursement for Chris Hastert. Mr. Hastert has completed and passed this course at Embry-Riddle Aeronautical University.

Budget

Course	Tuition				
MGMT 210 Financial Accounting	\$1,125.00				
Total:	\$1,125.00				\$1,125.00

Overall Impact

Approved 2018-2019 Budget for Education	\$9,000.00
Previously Approved for Education	\$0.00
Current Balance for Education	\$9,000.00
Amount of this Request	\$1,125.00
Balance Remaining if Approved	\$7,875.00

Recommendation

I recommend we repay Mr. Hastert as the District will benefit as a result of additional management training and these classes will assist the General Managers pursuit of his Bachelor's Degree.

Sincerely,

Veroneka Reade
Manager of Finance & Administration

EMBRY-RIDDLE
Aeronautical University

Christopher Hastert

2247 El Mirlo
Santa Maria CA 93455

Account No: 1347570
Statement Print Date: 8/17/2018 15:42 PM
Statement From/To Date: 2/17/2018 To 8/1/2018

Charges				
Date Posted	Term	Item Description	Amount	Currency
05/16/2018	Worldwide 2018-06 June	VWV Tuition Undergrad	1,125.00	USD
Total Charges:			1,125.00	

Payments				
Date Posted	Term	Item Description	Amount	Currency
06/18/2018	Student Financials CR	Payment by Credit Card	-1,125.00	USD
Total Payments:			-1,125.00	

Refunds				
Date Posted	Term	Item Description	Amount	Currency
Total Refunds:			.00	

Financial Aid				
Date Posted	Term	Item Description	Amount	Currency
Total Financial Aid:			.00	

Net Total for Statement Date Range: .00

Daytona Beach Campus:
600 S. Clyde Morris Blvd.
Daytona Beach, FL 32114
386-226-6285

Prescott Campus:
3700 Willow Creek Rd.
Prescott, AZ 86301
928-777-3726

Worldwide Campus:
Campus of Attendance
386-226-6280

Grades for Christopher Hastert


















Course
























Arrange By

Apply

MGMT 210 Financial Acco ▼

Due Date ▼

NAME	DUE	SCORE	OUT OF	
1.3 - Discussion: Financial Statements Analysis Discussions	Jun 21 by 11:59pm	85	100	  
1.5 - Assignment: Introduction to MyAccountingLab™ MyAccountingLab™ Introduction	Jun 21 by 11:59pm	100	100	
1.7 - Homework: MyAccountingLab™ Homework 1 MyAccountingLab™ Homework	Jun 21 by 11:59pm	98.54	100	
2.5 - Homework: MyAccountingLab™ Homework 2 MyAccountingLab™ Homework	Jun 28 by 11:59pm	100	100	
2.6 - Quiz: MyAccountingLab™ Quiz 1 MyAccountingLab™ Quizzes	Jun 28 by 11:59pm	80	100	
2.3 - Discussion: Adjusting Entries Discussions	Jun 28 by 11:59pm	96	100	  
3.6 - Homework: MyAccountingLab™ Homework 3 MyAccountingLab™ Homework	Jul 5 by 11:59pm	100	100	
3.4 - Discussion: Current Ratio Discussions	Jul 5 by 11:59pm	100	100	  
4.5 - Homework: MyAccountingLab™ Homework 4 MyAccountingLab™ Homework	Jul 12 by 11:59pm	100	100	
4.6 - Quiz: MyAccountingLab™ Quiz 2 MyAccountingLab™ Quizzes	Jul 12 by 11:59pm	85	100	
4.3 - Discussion: Inventory Discussions	Jul 12 by 11:59pm	100	100	  

NAME	DUE	SCORE	OUT OF	
5.7 - Homework: MyAccountingLab™ Homework 5 MyAccountingLab™ Homework	Jul 19 by 11:59pm	99.65	100	
5.5 - Discussion: Current Assets Discussions	Jul 19 by 11:59pm	100	100	  
6.6 - Homework: MyAccountingLab™ Homework 6 MyAccountingLab™ Homework	Jul 26 by 11:59pm	100	100	
6.7 - Quiz: MyAccountingLab™ Quiz 3 MyAccountingLab™ Quizzes	Jul 26 by 11:59pm	85	100	
6.4 - Discussion: Investments Discussions	Jul 26 by 11:59pm	98	100	  
7.4 - Homework: MyAccountingLab™ Homework 7 MyAccountingLab™ Homework	Aug 2 by 11:59pm	100	100	
7.2 - Discussion: Liabilities Discussions	Aug 2 by 11:59pm	93	100	  
8.6 - Homework: MyAccountingLab™ Homework 8 MyAccountingLab™ Homework	Aug 9 by 11:59pm	100	100	
8.7 - Quiz: MyAccountingLab™ Quiz 4 MyAccountingLab™ Quizzes	Aug 9 by 11:59pm	82.8	100	
8.4 - Discussion: Equity Discussions	Aug 9 by 11:59pm	100	100	  
9.5 - Homework: MyAccountingLab™ Homework 9 MyAccountingLab™ Homework	Aug 16 by 11:59pm	97.5	100	
9.6 - Individual Activity Report Individual Activity	Aug 16 by 11:59pm	100	100	  
9.7 - Quiz: MyAccountingLab™ Final Exam Final Exam	Aug 16 by 11:59pm	92	100	

NAME	DUE	SCORE	OUT OF
DISCUSSIONS		96.5%	772.00 / 800.00
MYACCOUNTINGLAB™ HOMEWORK		99.52%	895.69 / 900.00
MYACCOUNTINGLAB™ INTRODUCTION		100%	100.00 / 100.00
MYACCOUNTINGLAB™ QUIZZES		83.2%	332.80 / 400.00
FINAL EXAM		92%	92.00 / 100.00
INDIVIDUAL ACTIVITY		100%	100.00 / 100.00
TOTAL		94%	



PUBLIC AIRPORT DISTRICT

08/23/18

Agenda Item 12 08/23/18

Board of Directors
Santa Maria Public Airport District
3217 Terminal Drive
Santa Maria, CA 93455

Subject: Authorization for the General Manager, one staff member and two community members to attend the American Airlines Headquarters meeting to be held November 28, 2018 in Dallas, TX.

Summary

Pursuant to our ongoing efforts to regain air service with a major hub carrier, and upon the recommendation of our Air Service Consultant, we request approval to meet with American Airlines to explore current and future options.

Budget

Estimated Expenses:

		Attendees	Days	Rate	Total
Hotel:	Hotel stay	4	1	\$229.00	\$916.00
Meals:	Meals	4	2	\$60.00	\$480.00
Flight:	Airfare	4		\$634.00	\$2,536.00
Transportation:	Rental Car			\$129.00	\$129.00
	Total:				\$4,061.00

Overall Impact:

Approved 2018-2019 Budget for Business Travel	\$56,618.00
Previously Approved Business Travel	\$30,626.88
Current Balance for Business Travel	\$25,991.12
Amount of this Request	\$4,061.00
Balance Remaining if Approved	\$21,930.12

Recommendation

Staff recommends the board authorize this travel in an attempt to improve air service.

Please let me know if you have any questions:

Sincerely,

Chris Hastert, CM
General Manager