

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

**Thursday
September 13, 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 23, 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**
- 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 GENERAL MANAGER TO APPLY FOR AND ACCEPT A SUPPLEMENTAL GRANT WITH THE FAA FOR THE TERMINAL APRON RECONSTRUCTION.**
8. **AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH BUNYON BROTHERS FOR HAZARD REMOVAL.**
9. **AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE A NOTICE OF COMPLETION FOR THE FENCE REPAIR PROJECT BETWEEN THE DISTRICT AND THE JF WILL COMPANY, INC.**
10. **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).
 - b) Conference with Legal Counsel-Pending litigation pursuant to Government Code Section 54956.9(d)(4): 1 case SMPAD v. David Baskett.
11. **DIRECTORS' COMMENTS.**
12. **ADJOURNMENT.**

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

Thursday
September 13, 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:

Radisson Blu Sheremetyevo Airport Hotel, Moscow
Mezhdunarodnoye Shosse, 2 International Sheremetyevo Airport City of Khimki
Khimki, Gorod Moskva, Russia, 141400

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 - e) **STATE & FEDERAL LIAISON**
 - f) **VANDENBERG LIAISON**
 - g) **BUSINESS PARK COMMITTEE (Ad Hoc)**
3. **GENERAL MANAGER'S REPORT**

4. **MANAGER OF FINANCE & ADMINISTRATION REPORT**
 - a) Demand Register
5. **DISTRICT COUNSEL'S REPORT. (Joshua George and Natalie Frye Laacke)**
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MINUTES OF THE REGULAR BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD AUGUST 23, 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 and Brown, General Manager Hastert and District Counsel George. Manager of Finance & Administration Reade and Director Baskett were absent.

1. MINUTES OF THE REGULAR MEETING HELD August 9, 2018. Director Brown made a Motion to approve the minutes of the regular meeting held August 9, 2018. Director Adams Seconded and it was carried by a 4-0 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) – The committee met with CJJ and brought item 10 forward for the Board to discuss.
3. GENERAL MANAGER'S REPORT. General Manager Hastert met with Director Brown to clarify questions asked at the previous meeting. He will gather information and present them at the next meeting. He notified the Board of meetings he has attended including the USFS Dispatch, AirFest sponsorships and presenting to Committee Inc. He provided updates regarding AirFest and notified the Board of future meetings with SBCAG and the City of Santa Maria.
4. MANAGER OF FINANCE & ADMINISTRATION REPORT.

The General Manager presented the Demand Register to the Board for review and approval.

 - a) Demand Register. The Demand Register, covering warrants 065719 through 065752 in the amount of \$63,897.00 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 4-0 vote.

- 1 5. DISTRICT COUNSEL'S REPORT. District Counsel George asked the Board to
2 consider adding agenda item 12a to the agenda. Director Engel made a Motion to
3 add the item, Director Adams Seconded and it was carried with a 4-0 vote.
4
- 5 6. PUBLIC SESSION: Statements from the floor will be heard during public session.
6 Request to Speak forms are provided for those wishing to address the board. After
7 completing the form, please give it to the Clerk. Requests requiring board action
8 will be referred to staff and brought on the next appropriate agenda. Members of
9 the public are cordially invited to speak on agenda items as they occur. Staff
10 reports covering agenda items are available for review in the offices of the General
11 Manager on the Tuesday prior to each meeting. The Board has established a five-
12 minute time limit for receipt of testimony. The board reserves the right to establish
13 further time limits for receipt of testimony.
14
- 15 No one requested to speak.
16
- 17 7. Authorization for the President and Secretary to execute the Memorandum of
18 Agreement between the District and Lyft. Director Engel made the Motion to
19 approve. Director Brown Seconded and it was carried by a 4-0 vote.
20
- 21 8. Authorization for the Manager of Finance and Administration and one staff member
22 to attend the Fair Labor Standards Act Academy to be held October 1-2, 2018 in
23 Piedmont, CA. Director Engel made the Motion to approve. Director Adams
24 Seconded and it was carried by a 4-0 vote.
25
- 26 9. Authorization for the President and Secretary to execute Change Order No. 1 for
27 the Striping Project between the District and Cal Stripe Inc. Director Adams made
28 a Motion to approve. Director Brown Seconded and it was carried by a 4-0 vote.
29
- 30 10. Authorization for the President and Secretary to execute the Seventeenth
31 Amendment of lease between the District and CJJ Farming. Director Engel made
32 a Motion to approve. Director Brown Seconded and it was carried by a 4-0 vote.
33
- 34 11. Authorization for tuition reimbursement for Chris Hastert, General Manager.
35 Director Adams made a Motion to approve. Director Brown Seconded and it was
36 carried by a 4-0 vote.
37
- 38 12. Authorization for the General Manager, one staff member and two community
39 members to attend the American Airlines Headquarters meeting to be held
40 November 28, 2018 in Dallas, TX. Director Brown made a Motion to approve.
41 Director Adams Seconded and it was carried by a 4-0 vote.
42
- 43 12a. Authorization for the General Manager, one staff member and two community
44 members to attend the United Airlines Headquarters meeting to be held November
45 14, 2018 in Chicago, IL. Director Engel made a Motion to approve. Director Brown
46 Seconded and it was carried by a 4-0 vote.
47

48 RECESS: At 7:27 p.m.
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50 Return to OPEN SESSION: At 7:34 p.m. The Board and staff reconvened to Open
51 Session.

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11. CLOSED SESSION. At 7:34 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).

At 7:47 p.m., the Board and staff reconvened to Open Public Session.

There were no reportable actions.

12. DIRECTORS' COMMENTS: Director Brown had no comment.

Director Engel would like to see SMX performance statistics for Allegiant.

Director Adams is happy to see we are moving forward with farming.

Director Rafferty notified the Board that Chris Hastert and Chris Kunkle did a great job presenting to Committee Inc. regarding the Airport and AirFest.

13. ADJOURNMENT. President Rafferty asked for a Motion to adjourn to a Regular Meeting to be held on September 13, 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 4-0 vote.

ORDER OF ADJOURNMENT

This Regular Meeting of the Board of Directors of the Santa Maria Public Airport District is hereby adjourned at 7:52 p.m. on August 23, 2018.

Hugh Rafferty, President

Carl Engel, Secretary

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 065753 to 065818 and Electronic Payments on Pacific Premier Bank in the total amount of \$121,609.44.

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 065753 to 065818 and Electronic Payments Pacific Premier Bank in the total amount of \$121,609.44 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 SEPTEMBER 13, 2018.

CARL ENGEL
SECRETARY

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
065753*	8/30/2018	Lori Anaya	\$ 108.85	Sundries
065754*	8/30/2018	AT&T	\$ 240.68	Phone Service
065755*	8/30/2018	Bomar Security & Investigation	\$ 1,891.00	Security Service
065756*	8/30/2018	City of Santa Maria-Util Div	\$ 9,156.63	Water Invoices
065757*	8/30/2018	Clark Pest Control	\$ 660.00	Pest Control - Terminal & Adm.
065758*	8/30/2018	Comcast	\$ 607.85	Cable/Internet /Digital Voice
065759*	8/30/2018	De Lage Landen	\$ 37.22	Lease/Maint. - Copier
065760*	8/30/2018	Kerry Fenton	\$ 1,211.20	Travel Expense
065761*	8/30/2018	Darin Ford	\$ 250.00	Security Deposit
065762*	8/30/2018	Frontier Communications	\$ 190.95	Telephone Service
065763*	8/30/2018	J B Dewar, Inc	\$ 3,687.12	Fuel Expense - Gas/Diesel
065764*	8/30/2018	J.F. Will Company, Inc.	\$ 29,882.24	Fence Repair Project
065765*	8/30/2018	Keylock Security Specialists	\$ 1,892.30	Maint.- Access Control System
065766*	8/30/2018	Letters, Inc.	\$ 98.00	Auto Maintenance
065767*	8/30/2018	MarTeeny Designs	\$ 4,500.00	Web Page Maint.
065768*	8/30/2018	Mission Uniform Service	\$ 266.61	Uniform Service
065769*	8/30/2018	Next Day Signs	\$ 164.16	Signs
065770*	8/30/2018	Orchard Supply Hardware	\$ 15.37	Hardware & Supplies
065771*	8/30/2018	Petty Cash Fund	\$ 288.15	Reimburse Petty Cash Fund
065772*	8/30/2018	Principal Financial Group	\$ 3,023.00	Dental, Life, Disability, Visi
065773*	8/30/2018	Quinn Company	\$ 13,427.69	Heavy Equipment
065774*	8/30/2018	Hugh Rafferty - Reimbursement	\$ 29.58	Expense Reimbursement
065775*	8/30/2018	Reasonable Radio	\$ 336.96	Radio Equipment
065776*	8/30/2018	Shred 2 You, Inc.	\$ 661.00	Trash - Paper Recycling
065777*	8/30/2018	S Lombardi & Assoc., Inc.	\$ 1,390.00	Airport Advertising
065778-065782	8/30/2018	VOID	VOID	
065783*	9/6/2018	Chuck Adams	\$ 300.00	Directors Fees
065784*	9/6/2018	AT&T	\$ 138.35	Phone Service
065785*	9/6/2018	Steve Brown	\$ 200.00	Directors Fees
065786*	9/6/2018	Steven A. Diamond	\$ 5,000.00	Hangar Doors
065787*	9/6/2018	Carl Engel, Jr.	\$ 300.00	Directors Fees

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
065788*	9/6/2018	Frontier Communications	\$ 1,153.66	Telephone Service
065789*	9/6/2018	The Gas Company	\$ 111.60	Utilities
065790*	9/6/2018	Chris Hastert	\$ 1,125.00	Expense - Travel/Entertainment
065791*	9/6/2018	Milt Guggia Enterprise, Inc.	\$ 18,500.00	Reimbursement - Sewer Line
065792*	9/6/2018	Pacific Gas & Electric Company	\$ 10,382.06	Terminal/Admin./Main Hangar
065793*	9/6/2018	Hugh Rafferty	\$ 200.00	Directors Fees
065794*	9/6/2018	Verizon Wireless	\$ 1,853.89	Cell Phones
065795	9/11/2018	Architect's Consulting Service	\$ 6,100.00	Architect Services
065796	9/11/2018	AT&T	\$ 39.74	Phone Service
065797	9/11/2018	Aviation Week & Space Tech.	\$ 99.00	Subscription
065798	9/11/2018	Brayton's Power Wash & Sweep	\$ 950.00	Street Sweeping
065799	9/11/2018	Clark Pest Control	\$ 710.00	Pest Control - Terminal & Adm.
065800	9/11/2018	Consolidated Electrical Distributors,	\$ 122.00	Lighting Maintenance
065801	9/11/2018	Fastenal Company	\$ 136.38	Small Tools
065802	9/11/2018	Ray Heath	\$ 3,575.20	Consulting Service
065803	9/11/2018	J B Dewar, Inc	\$ 625.61	Fuel Expense - Gas/Diesel
065804	9/11/2018	J.D. Humann Landscape Contr.	\$ 4,155.66	Landscape Maintenance
065805	9/11/2018	Letters, Inc.	\$ 172.20	Auto Maintenance
065806	9/11/2018	Limotta Internet Technologies	\$ 1,534.50	Computer Support Services
065807	9/11/2018	LSC Communications	\$ 29.62	Publications
065808	9/11/2018	Mission Uniform Service	\$ 121.81	Uniform Service
065809	9/11/2018	Pacific Gas & Electric Company	\$ 8,215.83	Terminal/Admin./Main Hangar
065810	9/11/2018	Reasonable Radio	\$ 51.52	Radio Equipment
065811	9/11/2018	Special Dist. Risk Mgmt. Authority	\$ 111.72	Property/Liabilty Insurance
065812	9/11/2018	S Lombardi & Assoc., Inc.	\$ 2,780.00	Airport Advertising
065813	9/11/2018	San Luis Powerhouse	\$ 525.00	Generator Maintenance
065814	9/11/2018	Sy Tech Solutions	\$ 3,800.00	Computer Support Services
065815	9/11/2018	Tartaglia Engineering	\$ 15,053.20	Fence Repair
065816	9/11/2018	Toshiba Financial Services	\$ 548.56	Copier Lease
065817	9/11/2018	Tri-Counties Plant Service	\$ 275.00	Interior Plants Maint.
065818	9/11/2018	VTC Enterprises	\$ 60.00	Trash - Paper Recycling

*Approved by One Board Member

Total Checks Written: \$ 89,057.11

Santa Maria Public Airport District

Demand Register

Electronic Payments

8/9/2018	Pers	\$	1,078.82
8/10/2018	Medical	\$	13,218.31
8/14/2018	MASS	\$	3,321.28
8/21/2018	Pers	\$	4,003.28
8/29/2018	MASS	\$	3,321.28
8/30/2018	Pers	\$	31.66
8/30/2018	Pers	\$	7,577.70
		\$	32,552.33

Total Fund Dispersed:	\$	121,609.44
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TELEPHONE (805)922-1726

FAX (805)922-0677

www.SantaMariaAirport.com

Agenda Item
7
9-13-2018

September 13, 2018

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

Subject: Terminal Apron Supplemental Grant Application

Due to the possible short turnaround time for acceptance of an FAA supplemental grant for the Terminal Apron Phase II staff recommends authorizing the general manager to apply for any accept a supplemental funding grant from the FAA. The total cost for this project including base bid and two additive alternates is \$6,093,766.50. The Board has authorized, and we have accepted a grant for \$3,180,639 which covers the base bid and a portion of additive alternate "A". Staff recommends authorization to apply for and accept a supplemental funding grant for the amount up to the full project cost estimated to be \$2,343,969.71 in additional grant funding.

Please let me know if you have any questions.

Sincerely,

Chris Hastert, CM
General Manager



PUBLIC AIRPORT DISTRICT

September 13, 2018

Agenda Item 8 9-13-2018

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

Subject: Authorization to Execute Contract for Hazard Removal

Recommendation

It is recommended that the Board authorize the General Manager to proceed with a hazard removal project utilizing Bunyon Bros Tree service, Inc., San Luis Obispo, for the removal of certain trees identified as hazards in our Wildlife Hazard Assessment within the protected areas of the approach to Runway 20, with a total contract amount of \$25,200.

Discussion

Certain trees around the airport have been identified as hazards through our wildlife hazard assessment and wildlife hazard mitigation plan. One area of eucalyptus (eucalyptus stand 4 on exhibit 2b) consists of both a wildlife hazard and a potential height obstruction to runway 20. Staff recommends approval of this project to remove a row of eucalyptus including cleanup of stumps from previously removed trees. Only two quotes were obtained as we found it difficult to find qualified small tree trimming companies to perform the work, and the project is considered too small for the larger companies. Fortunately, Bunyon Bros. Tree Service was willing to quote on this small to them project.

Budget

Please see the budget information below:

Contractor/Consultant	Project Phase	Amount
Bunyon Bros. Tree Service	Total	\$25,200
	Budgeted	\$100,000
	Over(Under) Budget	(\$74,800)

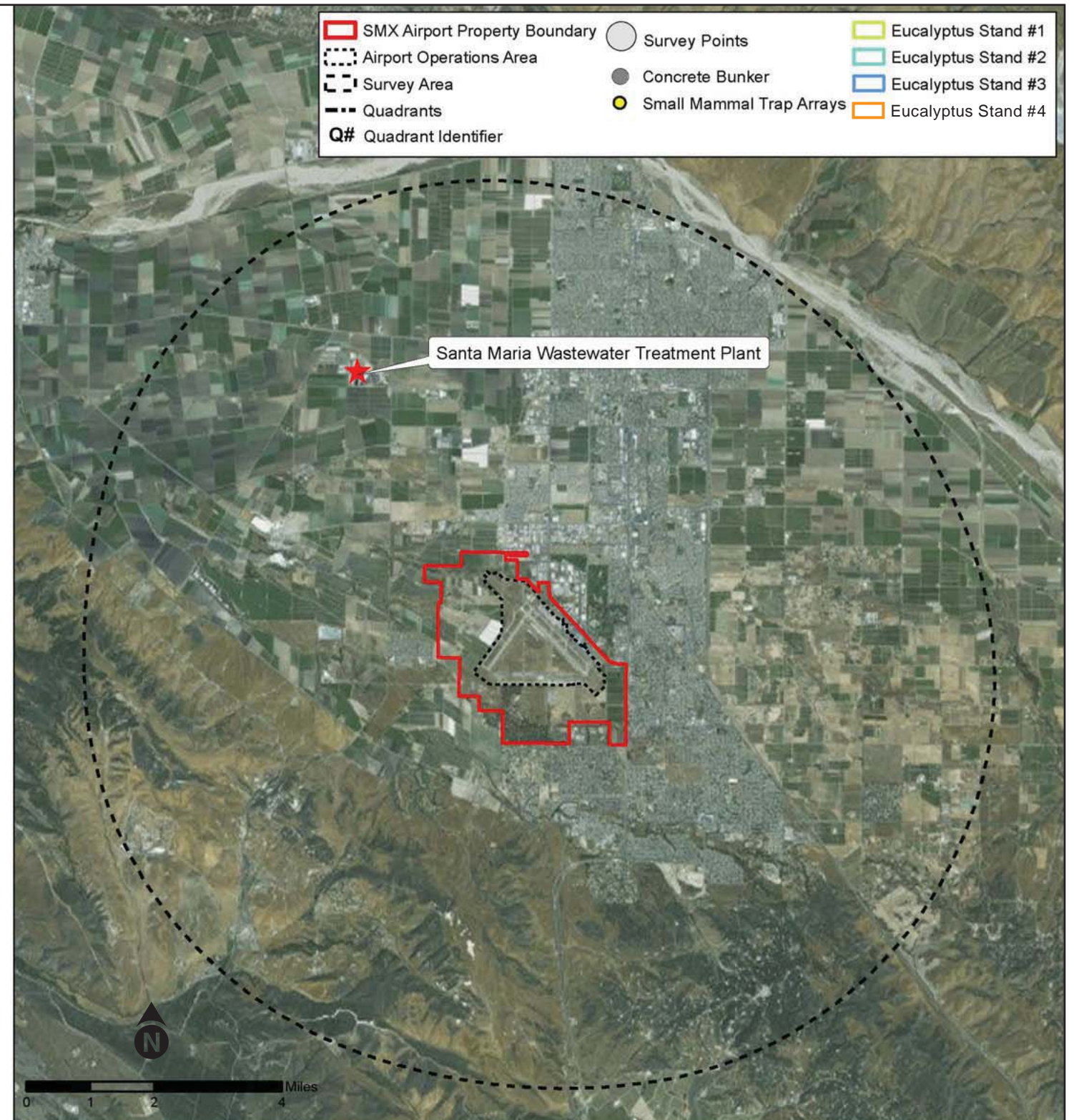
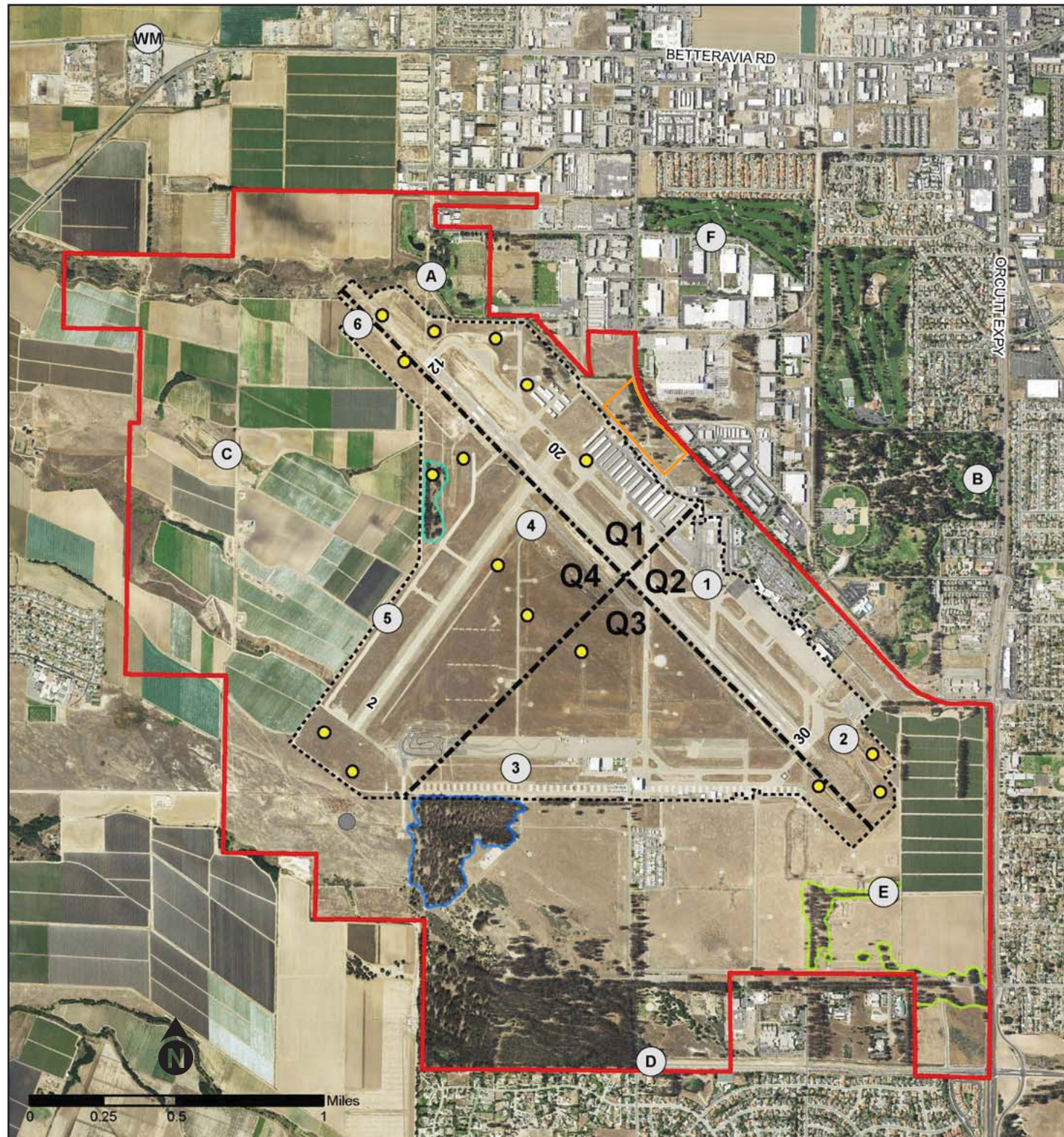
Please let me know if you have any questions.

Sincerely

CHRIS HASTERT, CM
General Manager







Source: SWCA Environmental Consultants, Santa Maria Public Airport Wildlife Hazard Assessment, September 2015.

Aerial Imagery: USGS NAIP, OrthoImagery, 2014.

Service Layer Credits: Source: ESRI, DigitalGlobe, GeoEye, I-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community



Bunyon Bros. Tree Service
 5345 Davenport Creek Road
 San Luis Obispo, CA 93401
 Tel: 805-547-1903
 Fax: 805-544-2071
 contact@bunyonbros.com

Estimate

Date	Estimate #
8/28/2018	4503

Santa Maria Public Airport
 Attn: Richard Tokoph
 3217 Terminal Drive
 Santa Maria, CA 93455

Customer Phone	Customer Fax	Rep	Job Site
805-922-1726 Ext. 14 K	805-922-0677	Ron	3217 Terminal Dr., S. Maria

Service	Description	Qty	Rate	Total
General Services	Remove, chip and grind designated row of Eucalyptus clumps. Chip all wood and grind all stump material with 3680 Horizontal Beast Grinder. *No firewood will remain, only high quality mulch and chipped material for landscaping. *Job bid as prevailing wage with Certified Payroll. Sales Tax		25,200.00 0.00	25,200.00 0.00

Terms: Payment due on completion	Total \$25,200.00
To award this job to Bunyon Bros. Tree Service by the terms above, please return a signed copy of this estimate to our office and we'll call to schedule your service at a time that is convenient for you. Any additional work or change of scope will be added to your invoice on an hourly basis.	Bunyon Bros. Tree Service is not responsible for damage to underground utilities, unless the location is marked, or damage to driveways. P: 805-547-1903 F: 805-544-2071
_____ signature _____ date	

"Notice to Owner" - Section 7018.5 Contractors License Law

Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, material man or other person who helps improve your property is not paid for his labor, service or material, has a right to enforce his claim against your property.

Under the law you may protect yourself against such claims by filing, before committing to such work or improvement, an original contract for the work of improvement or modification thereof, in the office of the county recorder where the property is situated and requiring that a contractors payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services equipment or materials for the work described in said contract.

In addition, any balance on your account which is over thirty (30) days owed by you, will be charged interest at the legal rate of ten percent (10%) per annum. Please Note: Credit card payments over \$1,000 are subject to a 2% credit card fee.

Western Tree Service

1130 E. Clark Ave., #150-195
Santa Maria, CA 93455
(805) 614-1954
wts93455@msn.com
WesternTreeCare.com

ESTIMATE

ADDRESS

Santa Maria Airport
Santa Maria Airport
Attn:Bill
Santa Maria, CA 93455

ESTIMATE # 0816181**DATE 08/16/2018**

JOB LOCATION

See below

DATE	ACTIVITY	QTY	RATE	AMOUNT
09/01/2018	Removal of row of trees at open area. Haul away all wood Prune broken limbs from liquidambar tree along Skyway Dr. Prune Monterey Cypress. leave mulch at place grind out stumps	11.50	4,100.00	47,150.00

TOTAL**\$47,150.00**





Accepted By

Accepted Date

Untitled Map

Write a description for your map.

Legend

-  American Red Cross
-  drain
-  Feature 1
-  The Healing Rooms of the Santa Maria

Removal of

this

this

Removal of

Google Earth

© 2018 Google

400 ft

TARTAGLIA ENGINEERING

7360 El Camino Real, Suite E • P.O. Box 1930 • Atascadero, CA 93423
Phone: 805-466-5660 • civilengineers@tartaglia-engineering.com

Chris Hastert, General Manager
Santa Maria Public Airport District
3217 Terminal Drive
Santa Maria, CA 93455

August 20, 2018

Project: Fence Repair
Subject: Project Acceptance

Dear Mr. Hastert:

On Wednesday afternoon, August 15, 2018, the **Fence Repair** project at the Santa Maria Airport was inspected for adherence to the contract plans, quality of construction and progress towards completion. To the best of my knowledge, information, and belief, and on the basis of this final inspection and periodic inspections during construction by Tartaglia Engineering staff (Brett Dolan, PE and John Smith, PE), the construction of the improvements included in this project is complete. Due to the simplicity of the project no Punch List was prepared.

The project had a 30 calendar-day time for performance. Day 1 of the construction activity was Monday, June 25, 2018. All work was documented as complete during this inspection Wednesday, August 15th. During the course of construction, the contractor encountered persistent non-natural flow in the adjacent channel. This impacted his ability to start and complete the work. The contractor applied diligence in seeking out the source of the water, and, after several contacts with the City of Santa Maria, was able to determine the source and temporarily stop the flow. This investigation consumed the period from June 27 – July 19, 2018, a period of 23 calendar days. It was agreed that, due to the inability to perform work, his construction work period would be extended, day-for-day, while he addressed the issue. Effectively, the construction period changed from 30 calendar days to be 53 calendar days. August 15 was Day 52 of the expanded 53-day contract period. It is concluded the contractor performed in a timely manner.

The JF Will Company, Inc., the contractor on the project, provided and constructed an excellent finished product in a timely manner. Their diligence in pursuing and identifying the source of the non-natural water in the channel is both acknowledged and appreciated. Tartaglia Engineering recommends filing and recording of a Notice of Completion for this contract.

This correspondence concludes our effort with this project. Please call with any questions you may have regarding this undertaking.

Sincerely,

TARTAGLIA ENGINEERING



John A. Smith, PE
Principal

cc: John Will: The JF Will Co., Inc.