



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

**Thursday
May 9, 2019**

**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 APRIL 25, 2019.**
- 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 PRESIDENT AND SECRETARY TO EXECUTE THE FOURTH AMENDMENT OF GROUND LEASE BETWEEN THE DISTRICT AND SANTA MARIA KARTING ASSOCIATION.**
8. **AUTHORIZATION FOR TWO STAFF MEMBERS TO ATTEND THE ASSOCIATION OF CALIFORNIA AIRPORTS 2019 FALL CONFERENCE TO BE HELD SEPTEMBER 11-13, 2019 IN SOUTH LAKE TAHOE, CA.**
9. **DIRECTORS' COMMENTS.**
10. **ADJOURNMENT.**

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MINUTES OF THE REGULAR BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD April 25, 2019

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, Manager of Finance & Administration Reade and District Counsel Frye Laacke. Director Baskett was absent.

1. MINUTES OF THE REGULAR MEETING HELD April 11, 2019. Director Brown made a Motion to approve the minutes of the regular meeting held April 11, 2019. Director Engel Seconded and it was carried by a 4-0 vote.
2. COMMITTEE REPORT(S):
 - a) AVIATION SUPPORT & PLANNING (Standing or Ad Hoc) – The committee met and discussed the airshow and future development.
 - b) ADMINISTRATION & FINANCIAL (Standing or Ad Hoc) – No meeting scheduled.
 - c) MARKETING & PROMOTIONS (Standing or Ad Hoc) – The committee met and discussed current and future marketing.
 - d) CITY & COUNTY LIAISON – No meeting scheduled.
 - e) STATE & FEDERAL LIAISON – The committee met and proposed meetings with State and Federal local officials.
 - f) VANDENBERG LIAISON – No meeting scheduled.
 - g) BUSINESS PARK COMMITTEE (Ad Hoc) – No meeting scheduled.
3. GENERAL MANAGER’S REPORT. Mr. Hastert notified the Board he had a radio interview and he met with potential developers. He gave an update on the PFAS letter, new airshow sponsors and reminded everyone of the AirFest kickoff lunch date.
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 066518 through 066550 in the amount of \$84,594.35 was recommended for approval as presented. Director Brown made a Motion to accept the Demand Register as presented. Director Adams Seconded and it was carried by a 4-0 vote.
 - b) Budget to Actual. Received and filed.

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c) Budget Deviation. Director Brown made a Motion to accept the Budget Deviation as presented. Director Engel Seconded and it was carried by a 4-0 vote.

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

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 has established a five-minute time limit for receipt of testimony. The board reserves the right to establish further time limits for receipt of testimony.

No one requested to speak.

7. Resolution 873. A Resolution of the Board of Directors of the Santa Maria Public Airport District expressing appreciation to Gary Rounds for his service as Air Traffic Manager. This item has been tabled until a future meeting.

8. Authorization for the President and Secretary to execute a revocable permit agreement between the District and Skydive Santa Barbara, LLC. Director Engel made a Motion to approve. Director Brown Seconded and it was carried by a 4-0 vote.

9. Ballot for one LAFCO Regular and one LAFCO Alternate Special District Member. President Rafferty suggested the following slate: Judith Ishkanian for Regular Special District Member and Cindy Allen for Alternate Special District Member. Director Engel made a Motion to accept. Director Adams Seconded and it was carried by a 4-0 vote.

10. Authorization for two staff members and one Director to attend the FAA Western-Pacific Region 10th Airports Conference to be held June 4-6, 2019 in Torrance, CA. Director Engel made a Motion to approve. Director Adams Seconded and it was carried by a 4-0 vote.

11. Authorization for the President and Secretary to execute a lease between the District and G3, LLC a California Limited Liability Company. Director Engel made a Motion to approve. Director Brown Seconded and it was carried by a 4-0 vote.

12. CLOSED SESSION. At 7:13 p.m. the Board went into Closed Session to discuss the following item(s):

a) Pursuant to California Government Code Section 54956.8 with Real Property Negotiators (Chris Hastert and District Counsel) between the District and Martin Becerra regarding 4000 S. Blosser Road, Unit 37, Santa Maria, CA.

At 7:33 p.m., the Board and staff reconvened to Open Public Session

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There were no reportable actions.

- 13. DIRECTORS' COMMENTS: Director Engel asked for a policy clarification and for an update on leases near Union Valley Parkway.

Director Adams had no comment.

Director Brown would like to see a non-airworthy aircraft hauled off and asked for an additional finance report to be presented at future meetings.

Director Rafferty notified the Board that Colonel Huff was rotating out of VAFB.

- 14. ADJOURNMENT. President Rafferty asked for a Motion to adjourn to a Regular Meeting to be held on May 9, 2019 at 7:00 p.m. at the regular meeting place. Director Engel made that Motion, Director Adams 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 7:39 p.m. on April 25, 2019.

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 066551 to 066616, and electronic payments on Pacific Premier Bank and in the total amount of \$438,104.93

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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 066551 to 066616, and electronic payments on Pacific Premier Bank in the total amount of \$438,104.93 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 MAY 9, 2019.

CARL ENGEL JR.
SECRETARY

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description	AIP Reimbursement
* 066551	4/25/2019	ACCO Engineered Systems	\$ 3,615.00	HVAC Maintenance	
* 066552	4/25/2019	Adamski Moroski	\$ 4,720.00	Legal Service	
* 066553	4/25/2019	Advantage Answering Plus	\$ 259.80	Answering Service	
* 066554	4/25/2019	Aflac	\$ 854.91	Voluntary Ins. - Employee	
* 066555	4/25/2019	American Industrial Supply	\$ 83.31	Lighting & Nav Aid Maint.	
* 066556	4/25/2019	Architect's Consulting Service	\$ 14,300.00	Architect Services - Roof Design	
* 066557	4/25/2019	City of Santa Maria	\$ 263.42	Water Invoice	
* 066558	4/25/2019	City of Santa Maria	\$ 180,082.50	Quarterly ARFF Services	
* 066559	4/25/2019	Clark Pest Control	\$ 330.00	Pest Control - Terminal & Adm.	
* 066560	4/25/2019	Coastal Ag	\$ 253.82	Heavy Equip. Maint.	
* 066561	4/25/2019	De Lage Landen	\$ 102.18	Lease/Maint. - Copier	
* 066562	4/25/2019	Frontier Communications	\$ 177.65	Telephone Service	
* 066563	4/25/2019	J B Dewar, Inc	\$ 39.62	Fuel Expense - Gas/Diesel	
* 066564	4/25/2019	Limotta Internet Technologies	\$ 547.57	Computer Support Services	
* 066565	4/25/2019	LSC Communications	\$ 30.34	Publications	
* 066566	4/25/2019	Mission Uniform Service	\$ 312.20	Uniform Service	
* 066567	4/25/2019	Playnetwork, Inc.	\$ 89.85	Radio Service - Terminal	
* 066568	4/25/2019	Santa Maria Times	\$ 981.36	Advertising	
* 066569	4/25/2019	Softec	\$ 2,500.00	Advertising	
* 066570	4/25/2019	State Water Resources Control Board	\$ 1,400.00	Water Rights Permit	
* 066571	4/25/2019	Tartaglia Engineering	\$ 45,770.50	AIP 36	\$ 41,495.54
* 066572	4/25/2019	McMasters and Carr	\$ 530.67	Building Maint. - Terminal	
* 066573	4/25/2019	WageWorks	\$ 100.00	Cafeteria Plan - Admin. Fee	
* 066574	4/25/2019	Zee Medical Service Company	\$ 210.65	First Aid	
* 066575	4/25/2019	Zoom Imaging Solutions, Inc.	\$ 86.33	Lease/Maint.- Copier Machine	
* 066576	4/25/2019	Mr. Backflow	\$ 2,149.00	Maint. - Backflow Valve	
* 066577	4/25/2019	Santa Maria Valley Crop Service	\$ 3,458.25	Weed/Vector Control	
* 066578	4/25/2019	American Assn of Airport Exec	\$ 450.00	Renew AAAE - Affiliate Dues	
* 066579	4/25/2019	American Industrial Supply	\$ 151.86	Lighting & Nav Aid Maint.	
* 066580	4/25/2019	B&B Steel & Supply of SM	\$ 100.22	Drainage Maintenance	
* 066581	4/25/2019	Berchthold Equipment Company	\$ 467.54	Heavy Equip Maint - Mechanical	
* 066582	4/25/2019	Home Depot	\$ 367.28	Building Maintenance	
* 066583	4/25/2019	Jack's Upholstery	\$ 990.00	Re-Upholstered Chairs-Terminal	
* 066584	4/25/2019	Napa Auto Parts	\$ 57.28	Auto parts	
* 066585	4/25/2019	Principal Financial Group	\$ 3,201.69	Dental, Life, Disability, Visi	
* 066586	4/25/2019	Total Compensation Systems, Inc.	\$ 1,350.00	Consulting Services Audit	
* 066587	4/25/2019	Doyer's Diesel	\$ 540.00	Heavy Equipment Maint.	
* 066588	4/25/2019	J B Dewar, Inc	\$ 853.44	Fuel Expense - Gas/Diesel	
* 066589	4/25/2019	Letters, Inc.	\$ 433.43	Auto Maintenance	
* 066590	4/25/2019	Mead & Hunt, Inc.	\$ 761.25	Air Service Consulting	
* 066591	5/6/2019	AT&T	\$ 264.80	Phone Service	
* 066592	5/6/2019	Bagby Plumbing Service & Repair	\$ 280.00	Building Maint. - Terminal	
* 066593	5/6/2019	Bomar Security & Investigation	\$ 945.50	Security Service	
* 066594	5/6/2019	City of Guadalupe	\$ 50,535.22	Security Service	
* 066595	5/6/2019	City of Santa Maria-Util Div	\$ 3,051.48	Water Invoices	
* 066596	5/6/2019	Clark Pest Control	\$ 884.00	Pest Control - Terminal & Adm.	
* 066597	5/6/2019	Comcast	\$ 2,280.79	Cable/Internet /Digital Voice	
* 066598	5/6/2019	Emergency Repair Door Service	\$ 1,299.00	Door Repairs - Terminal	
* 066599	5/6/2019	Frontier Communications	\$ 759.64	Telephone Service	
* 066600	5/6/2019	IRIS Companies	\$ 710.00	Security Supplies	
* 066601	5/6/2019	The Gas Company	\$ 381.63	Utilities	
* 066602	5/6/2019	Haro Environmental	\$ 2,000.00	Phase 1 ESA	

* 066603	5/6/2019	Letters, Inc.	\$	10.27	Auto Maintenance
* 066604	5/6/2019	Ray Heath	\$	3,575.20	Consulting Service
* 066605	5/6/2019	Limotta Internet Technologies	\$	805.00	Computer Support Services
* 066606	5/6/2019	Local Copies, Etc.	\$	31.03	Printing & Stationary
* 066607	5/6/2019	MarTeeny Designs	\$	275.00	Web Page Maint.
* 066608	5/6/2019	Mission Uniform Service	\$	291.20	Uniform Service
* 066609	5/6/2019	Next Day Signs	\$	763.43	Signs
* 066610	5/6/2019	PCPA Theaterfest	\$	1,000.00	Airport Advertising
* 066611	5/6/2019	Hugh Rafferty - Reimbursement	\$	104.40	Expense Reimbursement
* 066612	5/6/2019	RRM Design Group	\$	7,680.56	Topographic Survey for Business Park
* 066613	5/6/2019	San Luis Powerhouse	\$	3,071.01	Generator Maintenance
* 066614	5/6/2019	Santa Barbara Cnty Special District Assoc.	\$	80.00	Monthly Chapter Dinner
* 066615	5/6/2019	Thomas Thibodeau	\$	250.00	Deposit Return
* 066616	5/6/2019	Verizon Wireless	\$	3,196.75	Cell Phones

*** Approved by One Board Member**

Total Checks Written: \$ 357,498.83

Electronic Payments

5/3/2019	Pacific Gas & Electric Company	\$	7,062.20	Terminal/Admin./Main Hangar
5/3/2019	Pacific Gas & Electric Company	\$	6,649.97	Terminal/Admin./Main Hangar
5/6/2019	CALPERS	\$	7,609.36	Retirement
5/6/2019	CALPERS	\$	15,147.31	Health Insurance
5/6/2019	CALPERS	\$	5,355.57	Retirement
5/3/2019	Paychex	\$	5,613.72	Taxes
5/3/2019	Mass Mutual	\$	4,142.31	Retirement
5/2/2019	Paychex	\$	27,890.73	Payroll
5/2/2019	BankCard	\$	1,134.93	Fees for April

Total Electronic Funds Transfers: \$ 80,606.10

Net Dispersed Funds \$ 438,104.93

FOURTH AMENDMENT OF GROUND LEASE

RE:THIS GROUND LEASE, dated May 31, 2012, is made and executed by and between SANTA MARIA PUBLIC AIRPORT DISTRICT, a public district of the State of California (herein called "District") and the SANTA MARIA KARTING ASSOCIATION, a non-profit California corporation, (herein called "Tenant").

The undersigned SANTA MARIA PUBLIC AIRPORT DISTRICT ("District") and SANTA MARIA KARTING ASSOCIATION ("Tenant") do hereby agree to amend the above-referenced Lease as follows:

- 1. Extension of Term. The term of the Ground lease is extended for 2 additional years, now expiring May 31, 2021.

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

Dated: May 9, 2019

Approved as to content for District: SANTA MARIA PUBLIC AIRPORT DISTRICT

General Manager By: _____
Hugh Rafferty, President

Approved as to form for District: By: _____
Carl Engel, Secretary

District Counsel

TENANT:

Santa Maria Karting Association



**SANTA MARIA
PUBLIC AIRPORT DISTRICT**

05/09/19

Agenda Item
8
05/09/19

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

Subject: Authorization for two staff members to Attend the Association of California Airports 2019 Fall Conference to be held September 11-13, 2019 in South Lake Tahoe, CA.

Summary

The ACA Conference provides a smaller venue with varied topics for Airports the size of SMX. It is a yearly conference that allows for smaller airports to interact and group problem solve. FAA staff is also in attendance for guidance.

Budget

	ACA Fall Conference	Attendees	Days	Rate	Total
Hotel:	Hotel	2	3	\$153.28	\$919.68
Meals:	Meals	2	3	\$60.00	\$360.00
Mileage:	Transportation	2		\$497.29	\$994.58
Registration:	Two Individuals Registrations	2		\$210.00	\$420.00
	Total:				\$2,694.26

Overall Impact:

The Board of Directors has not approved a budget for this fiscal year so the overall budget impact cannot be assessed at this time.

Recommendation

Staff recommends the board authorize this travel in an attempt to educate Staff on current issues that affect airports in the south west region.

Please let me know if you have any questions:

Sincerely,

Chris Hastert, CM
General Manager