



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

**Thursday
February 8, 2024**

**Administration Building
Airport Boardroom
6:00 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: Moreno, Adams, Brown, Clayton, Baskett

- 1. MINUTES OF THE REGULAR MEETING HELD JANUARY 25, 2024**
- 2. MINUTES OF THE SPECIAL MEETING HELD FEBRUARY 1, 2024**
- 3. 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)**
- 4. GENERAL MANAGER'S REPORT**
- 5. MANAGER OF FINANCE & ADMINISTRATION REPORT**
 - a) **Demand Register**

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 a time limit for receipt of testimony. The board reserves the right to establish further time limits for receipt of testimony.
7. **PRESENTATION BY CHRISTOPHER BROWN, C.J. BROWN & COMPANY CPA's, REGARDING THE 2022 AND 2023 FINANCIAL AUDITS.**
8. **CLOSED SESSION.** The Board will hold a Closed Session to discuss the following item(s):
 - a) **Conference with Legal Counsel-Anticipated Litigation (Paragraph (2) or (3) of Subdivision (d) of Gov. Code Section 54956.9) Significant exposure to litigation: (Two cases).**
9. **DIRECTORS' COMMENTS.**
10. **ADJOURNMENT.**

MINUTES OF THE REGULAR BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD JANUARY 25, 2024

The Board of Directors of the Santa Maria Public Airport District held a Regular Meeting at the regular meeting place at 6:00 p.m. Present were Directors Moreno, Adams, Brown, Clayton, and Baskett, General Manager, Pehl, Manager of Finance & Administration Reade, and District Counsel George.

1. MINUTES OF THE REGULAR MEETING HELD January 11, 2024. Director Clayton made a Motion to approve the minutes of the regular meeting held January 11, 2024. Director Adams Seconded and it was carried by a 4-0 vote. Director Brown abstained.
2. COMMITTEE REPORT(S):
 - a) AVIATION SUPPORT & PLANNING (Standing or Ad Hoc) – No meeting scheduled.
 - b) ADMINISTRATION & FINANCIAL (Standing or Ad Hoc) – The committee met.
 - 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.
3. GENERAL MANAGER'S REPORT. Mr. Pehl updated the Board on the G3 project, SoCAL Gas, and the Military exercise being performed during the upcoming weekend. He also notified them of the SWAAAE conference taking place the following week.
4. The Manager of Finance & Administration presented the Demand Register to the Board for review and approval.
 - a) Demand Register. The Demand Register, covering warrants 072303 through 072363 in the amount of \$928,634.69, was recommended for approval as presented. Director Baskett made a Motion to accept the Demand Register as presented. Director Clayton Seconded and it was carried by a 5-0 vote.
5. 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 three-minute time limit for receipt of testimony. The board reserves the right to establish further time limits for receipt of testimony.

Thomas Gibbons, a member of the public, made a statement about a closed session item.

6. Presentation by Jane Hinton, Planes of Fame Air Museum, regarding the 2023-2024 Central Coast AirFest.
7. Selection of LAFCO Regular Special District Member and Authorization for the President to vote for selectee by mail in ballot. Director Brown made a Motion to vote for Craig Geyer. Director Adams Seconded and it was carried by the following roll call vote. Directors Moreno, Adams, Brown, Clayton, and Baskett voted "Yes".
8. Authorization for the President and Secretary to execute the First Addendum to Ground Lease between the District and Central Coast Jet Center. Director Adams made a Motion to approve. Director Clayton Seconded and it was carried by a 5-0 vote.
9. Authorization for the President and Secretary to execute the First Collateral Assignment of Lease between the District and Central Coast Jet Center. Director Clayton made a Motion to approve. Director Baskett Seconded and it was carried by a 5-0 vote.
10. Authorization for the President and Secretary to execute the Second Addendum to Ground Lease between the District and Central Coast Jet Center. Director Baskett made a Motion to approve. Director Clayton Seconded and it was carried by a 5-0 vote.
11. Authorization for the President and Secretary to execute the Second Collateral Assignment of Lease between the District and Central Coast Jet Center. Director Clayton made a Motion to approve. Director Adams Seconded and it was carried by a 5-0 vote.
12. Authorization for two staff members and one Director to attend the Routes Americas Air Service Development conference to be held March 19-21, 2024, in Bogota, Colombia. Director Baskett made a Motion to approve. Director Clayton Seconded and it was carried by the following roll call vote. Directors Moreno, Clayton, and Baskett voted "Yes". Directors Adams, and Brown voted "No".

RECESS: At 6:26 p.m.

Return to OPEN SESSION: At 6:33 p.m. The Board and staff reconvened to Open Session

13. CLOSED SESSION. At 6:33 p.m. the Board went into Closed Session to discuss the following item(s):
 - a) Conference with Legal Counsel-Anticipated Litigation (Paragraph (2) or (3) of subdivision (d) of Gov. Code Section 54956.9) Significant exposure to litigation: (Two cases).
 - b) Conference with Real Property Negotiators (Martin Pehl and District Counsel) Re: 3111-K Airpark Drive, Santa Maria, CA 93455 (Gov. Code Section 54956.8).

At 6:58 pm., the Board and staff reconvened to Open Public Session.

There were no reportable actions.

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

Director Baskett requested more cameras for the parking lot.

Director Clayton thinks the District is headed in the right direction.

Director Moreno notified the Board of a tour that is scheduled for the Santa Maria Valley Leadership group. He also stated that Righetti High School's Government class has reached out to learn more about Special Districts.

Director Adams would like to see personal vendettas from Board members stopped. He would like the Board to start working together to accomplish their goals.

15. ADJOURNMENT. President Moreno asked for a Motion to adjourn to a Regular Meeting to be held on February 8, 2024, at 6:00 p.m. at the regular meeting place. Director Clayton made that Motion, Director Adams Seconded and it 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 7:01 p.m. on January 25, 2024.

Ignacio Moreno, President

Steve Brown, Secretary

MINUTES OF THE SPECIAL BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD FEBRUARY 1, 2024

The Board of Directors of the Santa Maria Public Airport District held a Special Meeting at the regular meeting place at 6:00 p.m. Present were Directors Moreno, Adams, Brown, Clayton, and Baskett, General Manager, Pehl, and District Counsel, George. Manager of Finance & Administration, Reade, was absent.

1. PUBLIC SESSION: Statements from the floor will be heard during public session for items on the agenda for the special meeting. Request to Speak forms are provided for those wishing to address the board. After completing the form, please give it to the Clerk. The Board will establish a 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.

2. CLOSED SESSION. At 6:01 p.m. The Board went into Closed Session to discuss the following item(s):
 - a) Conference with Legal Counsel-Anticipated Litigation (Paragraph (2) or (3) of Subdivision (d) of Gov. Code Section 54956.9) Significant exposure to litigation: (Two cases).

At 6:56 p.m., the Board and staff reconvened to Open Public Session.

There was one reportable action. The Board voted 5-0 to authorize the filing of the writ of mandate in state court challenging the Cleanup and Abatement Order filed by the Regional Water Quality Control Board with regard to the Semco Site.

3. ADJOURNMENT. President Moreno asked for a Motion to adjourn to a Regular Meeting to be held on February 8, 2024, at 6:00 p.m. at the regular meeting place. Director Baskett made that Motion, Director Adams Seconded and it 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 6:57 p.m. on February 1, 2024.

Ignacio Moreno, President

Steve Brown, Secretary

2023-2024

**DEMAND REGISTER
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand, numbers 072364 to 072385 and electronic payments on Pacific Premier Bank and in the total amount of \$212,498.28.

MARTIN PEHL
GENERAL MANAGER

DATE

The undersigned certifies that the attached register of audited demands of the Santa Maria Public Airport District for each demand, numbers 072364 to 072385 and electronic payments on Pacific Premier Bank in the total amount of \$212,498.28 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 AND ADMINISTRATION

DATE

THE BOARD OF DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT APPROVED PAYMENT OF THE ATTACHED WARRANTS AT THE MEETING OF FEBRUARY 8, 2024.

STEVE BROWN
SECRETARY

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
72355		VOID		
* 72364	1/25/2024	AT&T	\$171.34	Telephone Service
* 72365	1/25/2024	CNH Industrial Accounts	\$985.38	Vehicle Maintenance
* 72366	1/25/2024	Bomar Security & Investigation	\$2,854.50	Security Service
* 72367	1/25/2024	City of Santa Maria	\$530.00	Construction Meter Fees
* 72368	1/25/2024	City of Santa Maria-Util Div	\$6,137.12	Utilities - Water
* 72369	1/25/2024	Frontier Communications	\$699.61	Telephone Service
* 72370	1/25/2024	Grainger	\$208.26	Vehicle Maintenance
* 72371	1/25/2024	Home Depot	\$644.22	Signs/Shop Supplies/Office Equipment
* 72372	1/25/2024	J B Dewar, Inc	\$1,323.26	Fuel/Vehicle Maintenance
* 72373	1/25/2024	LSC Communications	\$40.05	FAA Publications
* 72374	1/25/2024	Lumacurve Airfield Signs	\$458.12	Signs - Landing Area
* 72375	1/25/2024	McMaster-Carr	\$260.84	Shop Supplies
* 72376	1/25/2024	Mission Linen Service	\$140.42	Uniform Service
* 72377	1/25/2024	Quinn Company	\$343.40	Weed/Drainage Maintenance
* 72378	1/25/2024	S Lombardi & Assoc., Inc.	\$6,900.00	Airport Advertising
* 72379	1/25/2024	Santa Maria Ford Lincoln	\$5.00	Tenant Refund
* 72380	1/25/2024	Smith's Alarms & Electronics Inc.	\$180.00	Electronic Security System - Maint.
* 72381	1/25/2024	Sousa Tire Service, LLC	\$553.79	Vehicle Maintenance
* 72382	1/25/2024	Tartaglia Engineering	\$53,941.50	Emergency Pavement Repair
* 72383	1/25/2024	Trinity Landscape Center	\$641.12	Mobile Home Park Maintenance
* 72384	1/29/2024	City of Santa Maria	\$7,479.20	Environmental Review Fee
* 72385	1/30/2024	Tartaglia Engineering	\$62,331.50	Taxiway Rehabilitation
		Subtotal	<u>\$146,828.63</u>	
ACH	1/25/2024	Ready Refresh	\$15.57	Water Delivery
ACH	1/26/2024	Wageworks FSA	\$259.28	Employee Medical Reimbursement
ACH	1/29/2024	Umpqua Bank	\$9,021.32	Business Travel/Airport Advertising
ACH	1/30/2024	CA Dept of Tax and Fee Administration	\$255.00	Sales and Use Tax
ACH	1/30/2024	CalPers	\$4,435.40	Employee Retirement
ACH	1/31/2024	Principal	\$2,506.92	Employee Dental/Life/Disability Insurance
ACH	1/31/2024	Clark Pest Control	\$983.00	Weed/Wildlife Abatement
ACH	1/31/2024	Aflac	\$306.36	Employee Voluntary Insurance
ACH	2/1/2024	Paychex	\$7,556.65	Payroll Taxes
ACH	2/1/2024	Paychex	\$27,162.10	Payroll
ACH	2/1/2024	Empower Retirement	\$5,237.84	Employee Paid Retirement
ACH	2/2/2024	Paychex	\$195.09	Paychex Invoice

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
ACH	2/2/2024	Collective Communications	\$7,500.00	Collective Strategies
ACH	2/5/2024	Ready Refresh	\$235.12	Water Delivery
		Subtotal	<u>\$65,669.65</u>	
		Total	<u><u>\$212,498.28</u></u>	