



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

Thursday
February 10, 2022

Virtual Meeting
Zoom Meeting: [Zoom.us](https://zoom.us)
Meeting ID: [820 6332 8775](https://zoom.us/j/82063328775)
Meeting Password: 3217
7:00 P.M.

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

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

- 1. MINUTES OF THE REGULAR MEETING HELD JANUARY 27, 2022.**
- 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 public will be heard during public session. Requests requiring board action will be referred to staff and brought on the next appropriate agenda. Members of the public may use the “raise hand” feature to be put in a speaking queue. Public comment will be limited to three (3) minutes. If a speaker continues speaking after being notified of the end of their public comment period, the meeting Host will mute the speaker and move on to the next person in the queue.

Please raise your hand in the following ways:

Telephone: Press “*9” to raise your hand and notify the meeting Host. You will be placed in the queue and unmuted, in order, so that you may provide public comment.

Computer and Mobile: Click the “raise hand” button to notify the Host. You will be placed in the queue and unmuted, in order, so that you may provide public comment.

7. **RESOLUTION 907. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM’S ORDER DATED MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT FOR THE PERIOD OF FEBRUARY 10, 2022, TO MARCH 12, 2022, PURSUANT TO BROWN ACT PROVISIONS.**
8. **DISCUSSION AND DIRECTION TO STAFF REGARDING THE MAIN HANGAR.**
9. **DISCUSSION AND DIRECTION TO STAFF REGARDING CURRENT FISCAL YEAR CAPITAL PROJECTS.**
10. **RESOLUTION 908. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT SUPPORTING THE NOMINATION OF DIRECTOR RAFFERTY FOR THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS.**
11. **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: APN 111-231-09, APN 111-231-11, AND APN 111-231-17 (Gov. Code Section 54956.8)
 - b) **Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-SMPAD v. Baskett, Santa Barbara Superior Court Case No. 20CV04444.**
 - c) **Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-Baskett v. SMPAD, Santa Barbara Superior Court Case No. 21CV04183.**
 - d) **Significant exposure to litigation pursuant to Gov. Code Section 54956.9(b): One Case**
12. **DIRECTORS’ COMMENTS.**
13. **ADJOURNMENT.**

MINUTES OF THE REGULAR BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD JANUARY 27, 2022

The Board of Directors of the Santa Maria Public Airport District held a Regular Meeting via a virtual meeting at 7:00 p.m. Present were Directors Engel, Brown, Rafferty, Adams, and Baskett. General Manager Hastert, Manager of Finance & Administration Reade, and District Counsel George. Director Engel arrived at 7:04pm.

1. MINUTES OF THE REGULAR MEETING HELD January 13, 2022. Director Rafferty made a Motion to approve the minutes of the regular meeting held January 13, 2022. Director Baskett Seconded and it was carried by the following roll call vote. Directors Brown, Rafferty, Adams, and Baskett voted "Yes". Director Engel was absent for this 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 representatives from the Chamber of Commerce and the Economic Development Commission.
3. GENERAL MANAGER'S REPORT. Mr. Hastert updated the board on the Main Hangar discussions, Customs, SWAAAE, and AIP funding. He informed them of an upcoming presentation to discuss solar options.
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 069854 through 069885 in the amount of \$111,908.45 was recommended for approval as presented. Director Rafferty made a Motion to accept the Demand Register as presented. Director Adams Seconded and it was carried by the following roll call vote. Directors Engel, Brown, Rafferty, Adams, and Baskett voted "Yes".
 - b) Financial Statements. Received and filed.
 - c) Quarterly Investment Report. Received and filed.
5. DISTRICT COUNSEL'S REPORT. District Counsel George attended the SWAAAE Conference Attorney Workshop and expressed that it was a productive course.

6. PUBLIC SESSION: Statements from the public will be heard during public session. Requests requiring board action will be referred to staff and brought on the next appropriate agenda. Members of the public may use the “raise hand” feature to be put in a speaking queue. Public comment will be limited to three (3) minutes. If a speaker continues speaking after being notified of the end of their public comment period, the meeting Host will mute the speaker and move on to the next person in the queue. Please raise your hand in the following ways:

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7. Presentation of the annual audit by Andy Beck of Fedak & Brown, LLP.
8. Presentation by Glenn Morris and Suzanne Singh providing an update on the Chamber of Commerce and the Economic Development Commission of the Santa Maria Valley.
9. Public Hearing: Hearing to review initial draft maps of voting areas and receive board and public feedback.
10. Discussion and direction to staff regarding a bathroom installation for FanAir USA located at 3123 Liberator Street. Discussion was held and direction was given to staff not to install a bathroom.
11. Authorization for two staff members to attend the Jumpstart Air Service Development Conference to be held June 12th – 15th, 2022, in Reno, NV. Director Baskett made a Motion to approve. Director Brown Seconded and it was carried by the following roll call vote. Directors Engel, Brown, Rafferty, Adams, and Baskett voted “Yes”.
12. CLOSED SESSION. At 7:46 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: APN 111-231-09, APN 111-231-11, APN 111-231-17, and APN 111-291-033 (Gov. Code Section 54956.8)
 - b) Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-SMPAD v. Baskett, Santa Barbara Superior Court Case No. 20CV04444
 - c) Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-Baskett v. SMPAD, Santa Barbara Superior Court Case No. 21CV04183.
 - d) Significant exposure to litigation pursuant to Gov. Code Section 54956.9(b): One Case

At 8:07 p.m., the Board and staff reconvened to Open Public Session.

No Reportable Actions.

13. DIRECTORS' COMMENTS: Director Engel, Rafferty, and Adams had no comment.

Director Brown asked to discuss a Serco Survey with the General Manager and the Tower Manager.

Director Baskett updated the Board on a recent report from DHS regarding power grid threats. He is happy to hear a presentation on solar is happening.

14. ADJOURNMENT. President Engel asked for a Motion to adjourn to a Regular Meeting to be held on February 10, 2022, at 7:00 p.m. via a virtual meeting. Director Rafferty made that Motion, Director Brown Seconded and it was carried by the following roll call vote. Directors Engel, Brown, Rafferty, Adams, and Baskett voted "Yes".

ORDER OF ADJOURNMENT

This Regular Meeting of the Board of Directors of the Santa Maria Public Airport District is hereby adjourned at 8:11 p.m. on January 27, 2022.

Carl Engel, President

Hugh Rafferty, Secretary

2021-2022

**DEMAND REGISTER
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand, numbers 069886 to 069929 and electronic payments on Pacific Premier Bank and in the total amount of \$457,057.85

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 069886 to 069929 and electronic payments on Pacific Premier Bank in the total amount of \$457,057.85 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 10, 2022.

HUGH RAFFERTY
SECRETARY

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
* 069886	1/27/2022	Archive Social	\$2,988.00	Social Media Archiving - Annual Subscr.
* 069887	1/27/2022	AT&T	\$42.40	Telephone Service
* 069888	1/27/2022	Bomar Security & Investigation	\$1,984.00	Security Service
* 069889	1/27/2022	Central City Tool Supply, Inc.	\$132.59	Shop Supplies
* 069890	1/27/2022	Consolidated Electrical Distributors, Inc.	\$229.57	Lighting Maintenance - Hangar Area
* 069891	1/27/2022	City of Santa Maria	\$426.52	Construction Meter Fees
* 069892	1/27/2022	City of Santa Maria	\$209,860.00	ARFF Services October-December 21
* 069893	1/27/2022	Clark Pest Control	\$1,792.00	Burrowing Pest Control
* 069894	1/27/2022	Federal Express	\$38.89	Shipping Services
* 069895	1/27/2022	Fence Factory	\$75.03	Fencing and Gates - Terminal
* 069896	1/27/2022	Frontier Communications	\$664.17	Telephone Service
* 069897	1/27/2022	Grainger	\$39.47	ACS Boards - Batteries
* 069898	1/27/2022	Interstate Batteries	\$117.40	Vehicle Maintenance
* 069899	1/27/2022	J B Dewar, Inc	\$701.00	Unleaded/Diesel Fuel
* 069900	1/27/2022	Limotta Internet Technologies	\$1,680.00	Computer Support Services
* 069901	1/27/2022	McMasters and Carr	\$199.61	Build. Maintenance - Terminal
* 069902	1/27/2022	Mission Linen Service	\$183.63	Uniform Service
* 069903	1/27/2022	Playnetwork, Inc.	\$89.85	Audio/Video Media Services
* 069904	1/27/2022	Principal Financial Group	\$2,549.77	Employee Health Insurance
* 069905	1/27/2022	Quinn Company	\$343.32	Building Maintenance - Terminal
* 069906	1/27/2022	Santa Barbara Cnty Special District Assoc.	\$120.00	Special District Dinner Meeting
* 069907	1/27/2022	Service Star	\$11,728.11	Janitorial Service
* 069908	1/27/2022	Sherwin-Williams	\$88.52	Maintenance - Hangar Area
* 069909	1/27/2022	Sign Creations	\$826.50	Fencing and Gates - Landing Area
* 069910	1/27/2022	Trinity Landscape Center	\$316.79	Leach Rock -Drainage Maintenance
* 069911	1/27/2022	Oberon3, Inc	\$50.00	Safety Equipment
* 069912	1/27/2022	Lahr Industrial Welding, Inc.	\$484.45	Vehicle Maintenance

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
* 069913	2/3/2022	American Assn of Airport Exec	\$1,350.00	Dues and Memberships 10/1/21-6/30/22
* 069914	2/3/2022	Airports Council International-NA	\$1,635.75	Airport Membership Dues - 2022
* 069915	2/3/2022	Aflac	\$416.34	Voluntary Insurance - Employee
* 069916	2/3/2022	AT&T	\$115.45	Telephone Service
* 069917	2/3/2022	Coast Networx	\$210.00	Computer Support Services
* 069918	2/3/2022	City of Guadalupe	\$28,598.87	Security Service/LEO December 2021
* 069919	2/3/2022	City of Santa Maria-Util Div	\$4,912.17	Utilities - Water
* 069920	2/3/2022	Frontier Communications	\$900.53	Telephone Service
* 069921	2/3/2022	Groveman Hiete LLP	\$450.00	Legal Counsel Services
* 069922	2/3/2022	Heath, Ray	\$3,575.20	Consulting Services - Contingencies
* 069923	2/3/2022	Limotta Internet Technologies	\$3,654.50	Computer Support Services
* 069924	2/3/2022	Local Copies, Etc.	\$352.79	Office Supplies - Envelopes
* 069925	2/3/2022	SCS Engineers	\$20,050.53	Consulting Services - PFAS Assessment
* 069926	2/3/2022	State Water Resources Control Board	\$238.02	Consulting Services - 10/1/21 -12/31/21
* 069927	2/3/2022	Verizon Wireless	\$881.85	Mobile Devices
* 069928	2/3/2022	WageWorks	\$50.00	Cafeteria Plan - Admin Fee
* 069929	2/3/2022	Qovo Solutions Inc.	\$85,826.74	Access Control and Video Upgrades

Subtotal

\$390,970.33

ACH	1/26/2022	Umpqua Bank	\$1,115.16	Business Travel, Build. Maintenance
ACH	1/31/2022	CA Department of Tax and Fees	\$116.00	Sales and Use Tax
ACH	2/1/2022	Ready Refresh	\$416.34	Water Delivery
ACH	2/1/2022	Collective Communications	\$7,500.00	Consulting Services
ACH	2/1/2022	CalPers	\$5,629.92	Employee Retirement
ACH	2/1/2022	CalPers	\$12,931.83	Unfunded Liability
ACH	2/2/2022	Umpqua Bank	\$925.94	Credit Card Fees

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
ACH	2/2/2022	Mass Mutual	\$4,571.56	Employee Paid Retirement
ACH	2/3/2022	Paychex	\$26,349.95	Payroll
ACH	2/3/2022	Amazon Capital Services	\$619.73	Office Supplies, Hangar Lighting
ACH	2/4/2022	Paychex	\$190.12	Paychex invoice
ACH	2/4/2022	Paychex	\$5,720.97	Payroll Taxes
		Subtotal	<u>\$66,087.52</u>	
		Total	<u><u>\$457,057.85</u></u>	

RESOLUTION NO. 907

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM'S ORDER DATED MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT FOR THE PERIOD OF FEBRUARY 10, 2022, TO MARCH 12, 2022, PURSUANT TO BROWN ACT PROVISIONS

Recitals

WHEREAS, the SANTA MARIA PUBLIC AIRPORT DISTRICT ("District") is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings the District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, the State of Emergency declared by Governor Newsom on March 4, 2020, due to COVID-19; and

WHEREAS, on September 5, 2021, the Santa Barbara County Health Officer issued Order 2021-10.4 requiring face coverings in all public indoor settings attributable to the rise in SARS-CoV-2 Delta Variant; and

WHEREAS, the Board of Directors does hereby find that the rise in SARS-CoV-2 Delta Variant has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency exists and ratify the proclamation of state of emergency by the Governor of the State of California and the Santa Barbara County Health Officer's Order 2021-10.4; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of the District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the Board of Directors adopted virtual meeting protocols on April 9, 2020, which include options for public participation.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the Santa Maria Public District, as follows:

1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and COVID-19 has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District.
3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.
4. Remote Teleconference Meetings. The General Manager and Staff of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.
5. Effective Date of Resolution. This Resolution shall take effect on February 10, 2022 and shall be effective until the earlier of (i) March 12, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

ADOPTED by the Board of Directors of the Santa Maria Public Airport District on February 10, 2022, by the following roll call votes:

AYES:
NOES:
ABSENT:
ABSTAINED:

Dated: February 10, 2022

SANTA MARIA PUBLIC AIRPORT DISTRICT

Approved as to content for District:

General Manager

By: _____
Carl Engel, President

Approved as to form for District:

By: _____
Hugh Rafferty, Secretary

District Counsel

RESOLUTION 908

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT SUPPORTING THE NOMINATION OF DIRECTOR RAFFERTY FOR THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS

WHEREAS, being a member district of the California Special Districts Association (CSDA), the Board of Directors of the Santa Maria Public Airport District does encourage and support the participation of its members in CSDA affairs; and

WHEREAS, Hugh Rafferty has served as President, Vice President, and Secretary of the Santa Maria Public Airport District Board of Directors with over ten years of experience; and

WHEREAS, Hugh Rafferty has served as President of the Santa Barbara County Chapter of the Special District’s Association and volunteers his time generously; and

WHEREAS, Hugh Rafferty has indicated a desire to serve as a member of the CSDA Board for the Coastal Network

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Santa Maria Public Airport District does place its full and unreserved support in the nomination of Hugh Rafferty for the CSDA Board position representing the Coastal Network.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Santa Maria Public Airport District held on held February 10, 2022, on Motion of Director _____, Seconded by Director _____ and carried by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Carl Engel, President

ATTEST:

Hugh Rafferty, Secretary