



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

**Thursday  
March 23, 2023**

**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, Baskett, Clayton, Brown**

- 1. MINUTES OF THE REGULAR MEETING HELD MARCH 9, 2023**
- 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**
  - b) Budget to Actual**
  - c) Financial Statements**
- 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 ACCEPT THE PROPOSAL AND EXECUTE THE SERVICE AND SUPPORT AGREEMENT BETWEEN THE DISTRICT AND PRODIGIQ FOR THE AIRCRAFT RESCUE AND FIREFIGHTING MANAGEMENT SYSTEM.**
8. **AUTHORIZATION FOR ONE DIRECTOR TO ATTEND THE EAA AIRVENTURE OSHKOSH TO BE HELD JULY 24-30, 2023, IN OSHKOSH, WI.**
9. **AUTHORIZATION FOR TUITION REIMBURSEMENT FOR ONE STAFF MEMBER.**
10. **AUTHORIZATION FOR THE PRESIDENT AND SECRETARY TO EXECUTE THE THIRTEENTH AMENDMENT OF THE LICENSE AGREEMENT BETWEEN THE DISTRICT AND AERONAUTICAL RADIO, INC.**
11. **DISCUSSION AND DIRECTION TO STAFF REGARDING A SPECIAL MEETING TO BE HELD AT THE RADISSON WITH AIRPORT TENANTS.**
12. **CLOSED SESSION.** The Board will hold a Closed Session to discuss the following item(s):
  - a) **Significant exposure to litigation pursuant to Gov. Code Section 54956.9(b): Three Cases.**
  - b) **Conference with Real Property Negotiators (Kerry Fenton & District Counsel) Re: 2989-C Airpark Drive, Santa Maria, CA 93455 (Gov. Code Section 54956.8)**
  - c) **Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-Baskett v. SMPAD, United States Bankruptcy Court Central District of California – Northern Division Case No. 9:22-bk-10011-RC.**
13. **DIRECTORS' COMMENTS.**
14. **ADJOURNMENT.**

MINUTES OF THE REGULAR BOARD  
MEETING OF THE BOARD OF DIRECTORS  
OF THE SANTA MARIA PUBLIC AIRPORT  
DISTRICT HELD MARCH 9, 2023

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

1. MINUTES OF THE REGULAR MEETING HELD February 23, 2023. Director Baskett made a Motion to approve the minutes of the regular meeting held February 23, 2023. Director Moreno 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) – The committee held a meeting on a closed session item.
  - c) MARKETING & PROMOTIONS (Standing or Ad Hoc) – No meeting scheduled.
  - d) CITY & COUNTY LIAISON – The committee has a meeting scheduled for the 15th.
  - e) STATE & FEDERAL LIAISON – No meeting scheduled.
  - f) VANDENBERG LIAISON – The committee has a meeting scheduled for the 15th.
  - g) BUSINESS PARK COMMITTEE (Ad Hoc) – No meeting scheduled.
3. GENERAL MANAGER'S REPORT. Interim General Manager Fenton informed the board that we have received the results from the FAA's recent inspection. There were 35 findings which maintenance staff are currently working on getting corrected.
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 071296 through 071343 in the amount of \$165,069.88 was recommended for approval as presented. Director Adams made a Motion to accept the Demand Register as presented. Director Baskett 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 requests to speak.

7. Resolution 923. A Resolution of the Board of Directors of the Santa Maria Public Airport District imposing a surcharge fee to customers for use of credit cards. Director Adams made a motion to approve. Director Clayton seconded, and it went to a roll call vote. Directors Moreno, Clayton, Adams, and Baskett voted "Yes", and the motion was carried with a 4-0 vote.
8. Authorization for one staff member to attend the Liebert Cassidy Whitmore Public Sector Employment Law Conference to be held March 15-17, 2023 in San Diego, CA. Director Adams made a motion to approve. Director Baskett seconded, and it was carried by a 4-0 vote.
9. Discussion and direction to staff regarding the roof replacement on the main hangar located at 3203 Lightning Street. A discussion was held and the Board is in favor of having the roof replaced, they are currently waiting to receive quotes for the replacement.
10. Authorization to enter into an agreement with the lowest responsible bidder for the Station 6 kitchen remodel not to exceed \$31,185.00. Director Moreno made a motion to approve. Director Adams seconded, at it was carried by a 4-0 vote.
11. Authorization for the President and Secretary to execute the building space lease between the District and Michael Whitford DBA West Coast Specialties for 3117-B Liberator Street. Director Baskett made a motion to approve. Director Moreno seconded, and it was carried by a 4-0 vote.
12. CLOSED SESSION. At 6:24 p.m. the Board went into Closed Session to discuss the following item(s):
  - a) Significant exposure to litigation pursuant to Gov. Code Section 54956.9(b): Four Cases.
  - b) Conference with Real Property Negotiators (Kerry Fenton and District Counsel) Re: 3107-H & 3111-K Airpark Drive, Santa Maria, CA 93455 (Gov. Code Section 54956.8).

At 7:38 pm., the Board and staff reconvened to Open Public Session.

No reportable actions.

13. DIRECTORS' COMMENTS: Director Adams had no comment.

Director Baskett expressed his desire for the Airport to become energy independent in the near future.

Director Clayton agrees with Director Baskett on the importance of energy independence and expressed his excitement about the future of the Airport.

Director Moreno has been speaking at local high schools to engage students' interest in aviation.

14. ADJOURNMENT. President Moreno asked for a Motion to adjourn to a Regular Meeting to be held on March 23, 2023, at 6:00 p.m. at the regular meeting place. Director Adams made that Motion, Director Moreno Seconded and it 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 7:40 p.m. on March 9, 2023.

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Ignacio Moreno, President

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David Baskett, Secretary

**DEMAND REGISTER  
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand, numbers 071344 to 071371 and electronic payments on Pacific Premier Bank and in the total amount of \$150,903.55.

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KERRY FENTON  
INTERIM GENERAL MANAGER

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DATE

The undersigned certifies that the attached register of audited demands of the Santa Maria Public Airport District for each demand, numbers 071344 to 071371 and electronic payments on Pacific Premier Bank in the total amount of \$150,903.55 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.

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VERONEKA READE  
MANAGER OF FINANCE AND ADMINISTRATION

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DATE

THE BOARD OF DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT APPROVED PAYMENT OF THE ATTACHED WARRANTS AT THE MEETING OF MARCH 23, 2023.

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DAVID BASKETT  
SECRETARY

**Santa Maria Public Airport District**

**Demand Register**

Check Number	Check Date	Vendor Name	Check Amount	Description
* 71344	3/9/2023	Advantage Answering Plus	\$374.62	Answering Service
* 71345	3/9/2023	AT&T	\$130.15	Telephone Service
* 71346	3/9/2023	CNH Industrial Accounts	\$2,307.75	Vehicle Maintenance
* 71347	3/9/2023	BMI PacWest	\$1,854.00	HVAC Services - 3/1/23 -5/31/23
* 71348	3/9/2023	Bomar Security & Investigation	\$4,538.63	Security Service
* 71349	3/9/2023	Consolidated Electrical Distributors, Inc.	\$888.18	MHP Maintenance/FBO Pavement Maint.
* 71350	3/9/2023	Clark Pest Control	\$2,516.00	Weed/Wildlife Abatement
* 71351	3/9/2023	Frontier Communications	\$948.72	Telephone Service
* 71352	3/9/2023	Groveman Hiete LLP	\$23,580.50	Legal Counsel Services
* 71353	3/9/2023	Hayward Lumber Company	\$637.27	Pavement/Admin Bld Maintenance
* 71354	3/9/2023	J B Dewar, Inc	\$1,661.47	Unleaded/Diesel Fuel
* 71355	3/9/2023	J.D. Humann Landscape Contr.	\$4,955.00	Landscaping - Terminal
* 71356	3/9/2023	Keylock Security Specialists	\$150.00	Consulting - Security
* 71357	3/9/2023	Limotta Internet Technologies	\$3,780.00	Computer Support Services
* 71358	3/9/2023	MarTeeny Designs	\$275.00	Website Maintenance
* 71359	3/9/2023	Mission Linen Service	\$405.14	Uniform Service
* 71360	3/9/2023	ROKLIN Systems Incorporated	\$1,496.67	Pavement Maintenance - Landing Area
* 71361	3/9/2023	RRM Design Group	\$1,982.50	Open Space Rezoning
* 71362	3/9/2023	Santa Maria Times	\$30.00	Airport Advertising
* 71363	3/9/2023	Verizon Wireless	\$228.06	Mobile Devices
* 71364	3/9/2023	VTC Enterprises	\$70.00	Trash - Paper Recycling
* 71365	3/9/2023	WageWorks	\$100.00	Cafeteria Plan - Admin Fee
* 71366	3/9/2023	The Widroe Group, Inc.	\$18,000.00	Consulting Services
* 71367	3/9/2023	David K. Wolff Environmental, LLC	\$1,305.00	Environmental Consulting
* 71368	3/9/2023	HR Your Way, Inc.	\$1,122.00	HR Outsource
* 71369	3/9/2023	Gsolutionz, Inc.	\$107.95	GPS Cloud Services - Phones - April 2023
* 71370	3/9/2023	Digital West	\$950.65	Network Services - Terminal
* 71371	3/9/2023	Moradian, Tony	\$528.00	Tenant Refund
		Subtotal	<u>\$74,923.26</u>	
ACH	3/7/2023	Amazon Capital Services	\$100.62	Office Supplies & Equipment
ACH	3/9/2023	Umpqua Bank	\$636.62	Credit Card Fees
ACH	3/9/2023	PG&E	\$14,988.14	Terminal/Admin/Hangar Electricity
ACH	3/13/2023	Xerox	\$536.53	Copier Lease
ACH	3/13/2023	CalPers	\$13,373.99	Employee Health Insurance
ACH	3/14/2023	Pacific Premier Bank	\$87.77	Analysis Activity

**Santa Maria Public Airport District**

**Demand Register**

Check Number	Check Date	Vendor Name	Check Amount	Description
ACH	3/14/2023	CalPers	\$5,334.65	Employee Retirement
ACH	3/15/2023	Empower Retirement	\$4,503.82	Employee Paid Retirement
ACH	3/16/2023	Paychex	\$25,729.82	Payroll
ACH	3/17/2023	Paychex	\$6,365.71	Payroll Taxes
ACH	3/17/2023	Paychex	\$183.03	Paychex Invoice
ACH	3/17/2023	PG&E	\$958.41	Terminal/Admin/Hangar Electricity
ACH	3/20/2023	The Gas Company	\$3,181.18	
		Subtotal	<u>\$75,980.29</u>	
		Total	<u><u>\$150,903.55</u></u>	



**Santa Maria Public Airport District**

**Budget vs. Actual - YTD**

As of February 28, 2023

	<u>YTD</u>	<u>YTD BUD</u>	<u>VARIANCE</u>	<u>% VARIANCE</u>
61000-Landing fees	17,181.07	60,000.00	(42,818.93)	(71.4 %)
61100-Tiedowns	16,858.00	18,066.68	(1,208.68)	(6.7 %)
61200-Fuel Flowage Fees	60,038.22	55,066.68	4,971.54	9.0 %
62000-T-Hangar	288,046.00	291,200.00	(3,154.00)	(1.1 %)
62100-Corporate Hangar	194,250.00	188,000.00	6,250.00	3.3 %
62200-Owner Build Hangar	13,192.00	13,200.00	(8.00)	(.1 %)
63000-T-Hangar Storage	21,668.00	21,733.32	(65.32)	(.3 %)
64100-Main Hangar	87,168.00	87,133.32	34.68	.0 %
64200-Commercial Aviation	269,062.30	246,200.00	22,862.30	9.3 %
64300-Land Lease - Commercial Aviation	65,688.00	113,800.00	(48,112.00)	(42.3 %)
65000-Car Rental	137,459.67	119,533.32	17,926.35	15.0 %
65100-Terminal Space Lease	110,339.70	106,800.00	3,539.70	3.3 %
66100-Agricultural Lease	714,026.52	715,800.00	(1,773.48)	(.2 %)
66200-Non Aviation Land Leases	268,604.77	223,200.00	45,404.77	20.3 %
66300-Cell Tower Lease	40,400.00	40,933.32	(533.32)	(1.3 %)
66400-Mobile Home Parks	340,245.53	340,770.68	(525.15)	(.2 %)
67000-Administrative Income	8,234.00	29,866.68	(21,632.68)	(72.4 %)
67200-Cares Grant	221,326.58	146,666.68	74,659.90	50.9 %
67205-BIL Grant	0.00	453,333.32	(453,333.32)	(100.0 %)
67210-Leo Reimbursement	2,160.00	8,600.00	(6,440.00)	(74.9 %)
68100-Airfest Ticket Sales	236,055.17	186,666.68	49,388.49	26.5 %
68150-Airfest Vendor Revenue	13,760.33	5,333.32	8,427.01	158.0 %
68200-Airfest Sponsorship	155,900.00	120,000.00	35,900.00	29.9 %
69100-Interest and Investment Earnings	68,810.70	16,266.68	52,544.02	323.0 %
69106-Land Sale	1,165,326.71	0.00	1,165,326.71	.0 %
69110-AIP Reimbursement	743,907.00	6,009,733.32	(5,265,826.32)	(87.6 %)
69120-PFC Revenue	35,681.92	48,666.68	(12,984.76)	(26.7 %)
69200-Tax Revenues	1,159,962.88	1,301,666.68	(141,703.80)	(10.9 %)
<b>Total Income</b>	<b>6,455,353.07</b>	<b>10,968,237.36</b>	<b>(4,512,884.29)</b>	<b>(41.1 %)</b>
80000-G&A	11,783.31	9,260.00	2,523.31	27.2 %
80001-MHP - Maintenance	22,230.87	8,573.32	13,657.55	159.3 %
80002-MHP - MHP Liability Insurance	11,203.95	5,173.32	6,030.63	116.6 %
80003-MHP - Property Management	25,642.47	18,800.00	6,842.47	36.4 %
80004-MHP - Salaries/ Employee Related Expenses	84,194.60	72,347.32	11,847.28	16.4 %
80005-MHP - Utilities	152,883.05	115,480.00	37,403.05	32.4 %
80100-Salaries- Administration	260,912.36	313,533.32	(52,620.96)	(16.8 %)
80101-Salaries - Maintenance & Operations	300,431.78	314,333.32	(13,901.54)	(4.4 %)
80102-Employee Benefits - Other	35,272.37	43,666.68	(8,394.31)	(19.2 %)
80104-Employee Benefits - Medical	162,387.34	169,000.00	(6,612.66)	(3.9 %)
80105-Medicare Tax	9,771.37	9,400.00	371.37	4.0 %
80106-PERS Retirement	152,075.06	192,200.00	(40,124.94)	(20.9 %)
81000-ARFF Services	445,222.00	600,000.00	(154,778.00)	(25.8 %)
81100-Electricity	131,508.27	124,666.68	6,841.59	5.5 %
81200-Natural Gas	8,725.75	7,533.32	1,192.43	15.8 %
81300-Water	47,349.68	48,600.00	(1,250.32)	(2.6 %)
81600-Communications	7,558.09	49,133.36	(41,575.27)	(84.6 %)
81601-Communications - Alarm	9,676.20	8,866.68	809.52	9.1 %
81602-Communications - Wireless	8,832.71	12,800.00	(3,967.29)	(31.0 %)
81603-Communications - Access Control	825.18	666.68	158.50	23.8 %
82400-Supplies Office	43,909.88	43,333.32	576.56	1.3 %
82410-Supplies Shop	30,156.03	28,000.00	2,156.03	7.7 %
82500-Fuel Expense	30,543.01	29,333.32	1,209.69	4.1 %
83000-Maintenance - Misc	9,537.67	11,266.68	(1,729.01)	(15.3 %)
83001-Maintenance - Lighting	18,282.07	15,000.00	3,282.07	21.9 %
83002-Maintenance - Generator	10,540.01	3,500.00	7,040.01	201.1 %
83003-Maintenance - Pavement	18,059.37	29,733.32	(11,673.95)	(39.3 %)
83004-Maintenance - Weed/Wildlife	22,872.82	34,180.00	(11,307.18)	(33.1 %)
83005-Maintenance - Fencing & Gates	4,881.52	11,333.32	(6,451.80)	(56.9 %)

83006-Maintenance - Building	61,821.06	60,000.04	1,821.02	3.0 %
83007-Maintenance - Fire Alarm	4,263.35	15,000.00	(10,736.65)	(71.6 %)
83008-Maintenance - Drainage	2,097.60	5,000.00	(2,902.40)	(58.0 %)
83100-Signs	18,974.03	15,333.32	3,640.71	23.7 %
84000-Equipment Lease	6,082.14	6,600.00	(517.86)	(7.8 %)
84500-Janitorial	90,265.60	83,933.36	6,332.24	7.5 %
84700-Landscaping	40,243.09	49,466.68	(9,223.59)	(18.6 %)
85000-Vehicle Maintenance	42,509.06	26,666.68	15,842.38	59.4 %
85400-Dues and Membership	71,803.00	47,600.00	24,203.00	50.8 %
86000-Advertising	68,888.79	180,000.00	(111,111.21)	(61.7 %)
86001-Consulting - Admin	385,623.74	246,933.32	138,690.42	56.2 %
86002-Consulting Professional	170,334.20	192,256.68	(21,922.48)	(11.4 %)
86003-Consulting - Legal	192,673.90	75,000.00	117,673.90	156.9 %
86004-Consulting - Security	300,388.29	285,866.68	14,521.61	5.1 %
86005-Bank Fees	13,214.37	16,666.68	(3,452.31)	(20.7 %)
86015-Depreciation - Hangar Area	22,051.00	61,452.00	(39,401.00)	(64.1 %)
86025-Depreciation - Landing Area	361,418.00	1,016,666.68	(655,248.68)	(64.5 %)
86035-Depreciation - FBO	9,647.00	24,666.68	(15,019.68)	(60.9 %)
86045-Depreciation - Revenue Gen Land	93,935.00	157,333.36	(63,398.36)	(40.3 %)
86055- Depreciation - Terminal Area	98,322.00	255,333.36	(157,011.36)	(61.5 %)
86100-Depreciation - Administration	51,810.00	136,666.68	(84,856.68)	(62.1 %)
86200-Insurance	188,677.96	233,666.68	(44,988.72)	(19.3 %)
86500-Permits	7,796.14	7,533.32	262.82	3.5 %
86600-Education and Recognition	11,507.32	14,266.68	(2,759.36)	(19.3 %)
86700-Business Travel	46,701.05	55,800.00	(9,098.95)	(16.3 %)
86800-Fire Fighting Training	0.00	31,666.68	(31,666.68)	(100.0 %)
86900-Election Expense	24,191.46	33,333.32	(9,141.86)	(27.4 %)
87010-Real Estate Commission	108,234.27	0.00	108,234.27	.0 %
87025-Rent Credit	6,944.00	0.00	6,944.00	.0 %
88001-Airfest Expense - Performers	118,504.43	88,133.32	30,371.11	34.5 %
88002-Airfest Expense - Gala/VIP Tent	162,260.16	58,266.68	103,993.48	178.5 %
88003-Airfest Expense Insurance	7,921.00	4,333.32	3,587.68	82.8 %
88004-Airfest Marketing	93,859.60	44,873.32	48,986.28	109.2 %
88005-Airfest Expense - Lodging	69,890.27	42,333.32	27,556.95	65.1 %
88007-Airfest Expense - Rental Cars	10,146.23	4,400.00	5,746.23	130.6 %
88008-Airfest Expense - Safety & Security	122,983.19	58,133.32	64,849.87	111.6 %
88009-Airfest Expenses- Miscellaneous	17,554.89	7,666.68	9,888.21	129.0 %
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Total Expenses	5,180,805.98	5,972,562.80	(791,756.82)	(13.3 %)
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Net Income	1,274,547.09	4,995,674.56	(3,721,127.47)	(27.9 %)
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Current Assets:	
Cash and cash equivalents	8,406,513
Restricted - cash and cash equivalents	1,559,251
Certificate-of-deposit	8,000
Accounts receivable - customers and tenants, net	(135,179)
Prepaid expenses and deposits	353,876
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Total current assets	10,192,461
Non-current assets:	
Note receivable	166,218
Interest Receivable	0
Capital assets, not being depreciated	6,451,311
Depreciable capital assets	19,682,483
Deferred other post-employment benefits outflows	77,902
Deferred pension outflows	445,936
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Total non-current assets	26,823,850
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Total assets	37,016,311
Current Liabilities:	
Accounts payable and accrued expenses	67,923
Accrued wages and related payables	3,235
Unearned Revenue (customer prepaid)	168,359
Hangar and other deposits	114,237
Long-term liabilities - due in one year:	
Compensated absences	29,965
Land improvements payable	17,038
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Total current liabilities	400,757
Long-term liabilities - due in more than one year	
Compensated absences	89,895
Land improvements payable	96,549
Total other post-employment benefits liability	373,325
Net pension liability	2,056,379
Deferred pension inflows	92,912
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Total long term liabilities	2,709,061
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Total Liabilities	3,109,818
Net position:	
Retained Earnings	34,086,476
Change in Net Position	1,274,547
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Total net position	35,361,023
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Total liabilities and net position	38,470,841

**Santa Maria Public Airport District**  
**Profit & Loss**  
**As of February 28, 2023**

	YTD	PTD	PTD AVG	% AVG/PTD
Revenues from Operations				
Landing Area				
Landing fees and tiedowns	34,039.07	3,052.00	4,254.88	139.4 %
Fuel flowage fees	60,038.22	5,316.06	7,504.78	141.2 %
Subtotal	94,077.29	8,368.06	11,759.66	140.5 %
Hangar area				
T-Hangar	288,046.00	36,954.00	36,005.75	97.4 %
Corporate T-Hangars	194,250.00	25,084.00	24,281.25	96.8 %
T-Hangar Storage Units	21,668.00	2,710.00	2,708.50	99.9 %
Owner Build Hangars	13,192.00	1,649.00	1,649.00	100.0 %
Subtotal	517,156.00	66,397.00	64,644.50	97.4 %
FBO Area				
Main Hangar	87,168.00	10,896.00	10,896.00	100.0 %
Commercial Hangars	269,062.30	33,701.33	33,632.79	99.8 %
Land Leases	65,688.00	8,211.00	8,211.00	100.0 %
Subtotal	421,918.30	52,808.33	52,739.79	99.9 %
Terminal Area				
Car Rental	137,459.67	14,574.69	17,182.46	117.9 %
Terminal Space Lease	110,339.70	13,854.93	13,792.46	99.5 %
TSA LEO Reimbursement	2,160.00	0.00	270.00	
Subtotal	249,959.37	28,429.62	31,244.92	109.9 %
Revenue generating land				
Land Lease Recreational	268,604.77	34,145.58	33,575.60	98.3 %
Agricultural Leases	714,026.52	92,531.91	89,253.32	96.5 %
Airport Business Park	40,400.00	5,050.00	5,050.00	100.0 %
Airport Hotel	8,234.00	880.00	1,029.25	117.0 %
Airport Mobile Home Park	340,245.53	85,508.70	42,530.69	49.7 %
Subtotal	1,371,510.82	218,116.19	171,438.86	78.6 %
Airfest				
Airfest Ticket Sales	236,055.17	0.00	29,506.90	
Airfest Vendors	13,760.33	0.00	1,720.04	
Airfest Sponsorship	155,900.00	0.00	19,487.50	
Subtotal	405,715.50	0.00	50,714.44	
Administrative				
Badging Income			0.00	
Miscellaneous Income			0.00	
Plans and Specs	0.00	0.00	0.00	
Cares Grant Revenue	221,326.58	5,197.00	27,665.82	532.3 %
Subtotal	221,326.58	5,197.00	27,665.82	532.3 %
Total Revenue from operations	3,281,663.86	379,316.20	410,207.99	108.1 %

**Santa Maria Public Airport District**  
**Profit & Loss**  
**As of February 28, 2023**

	YTD	PTD	PTD AVG	% AVG/PTD
Operating Expenses:				
Landing Area	98,519.56	15,098.95	12,314.95	81.6 %
Hangar Area	49,790.44	6,867.15	6,223.81	90.6 %
FBO Area	51,035.48	6,549.02	6,379.44	97.4 %
Terminal Area	305,677.54	48,301.53	38,209.69	79.1 %
Revenue generating land	373,951.35	71,341.96	46,743.92	65.5 %
Salaries and Benefits	881,484.52	97,534.52	110,185.57	113.0 %
Utilities	49,476.92	4,374.11	6,184.62	141.4 %
Supplies	100,388.77	8,279.21	12,548.60	151.6 %
Maintenance and Repairs	69,749.05	7,924.80	8,718.63	110.0 %
Contractual Services	681,210.30	91,617.66	85,151.29	92.9 %
Real Estate Commission	108,234.27	0.00	13,529.28	
ARFF Services	445,222.00	0.00	55,652.75	
Security Services	300,388.29	95,487.76	37,548.54	39.3 %
Dues and Subscriptions	71,803.00	480.00	8,975.38	1869.9 %
Advertising	68,888.79	13,705.00	8,611.10	62.8 %
Depreciation	637,183.00	0.00	79,647.88	
Insurance	188,677.96	0.00	23,584.75	
Election Expense	24,191.46	24,191.46	3,023.93	12.5 %
Business Travel	46,701.05	269.12	5,837.63	2169.2 %
Rent Credit	6,944.00	868.00	868.00	100.0 %
Air Show Expense	603,119.77	0.00	75,389.97	
Other Miscellaneous Expense	18,168.46	15.00	2,271.06	15140.4 %
<b>Total Expenses</b>	<b>5,180,805.98</b>	<b>492,905.25</b>	<b>647,600.79</b>	<b>131.4 %</b>
<b>Operating income (loss)</b>	<b>(1,899,142.12)</b>	<b>(113,589.05)</b>	<b>(237,392.80)</b>	<b>209.0 %</b>
Non-Operating Revenues (Expenses):				
PFC Revenue	35,681.92	0.00	4,460.24	
Interest Income	68,810.70	4,986.84	8,601.34	172.5 %
Tax Revenues	1,159,962.88	0.00	144,995.36	
AIP Reimbursement	743,907.00	0.00	92,988.38	
Gain on Land Sale	1,165,326.71	0.00	145,665.84	
<b>Total non-operating rev (exp)</b>	<b>3,173,689.21</b>	<b>4,986.84</b>	<b>396,711.16</b>	<b>7955.2 %</b>
<b>Net Income</b>	<b>1,274,547.09</b>	<b>(108,602.21)</b>	<b>159,318.36</b>	<b>(146.7) %</b>



**PRODIGIQ, INC. PROPOSAL**

**FOR**

**AIRCRAFT RESCUE AND  
FIREFIGHTING (ARFF)  
MANAGEMENT SYSTEM (PATMOS)**

**FOR**

**SANTA MARIA PUBLIC AIRPORT  
(SMX)**





To: Santa Maria Airport (SMX)

Attn: Kerry Fenton

Acting General Manager

3249 Terminal Dr

Santa Maria, CA 93455

February 15, 2023

**RE: PRODIGIQ PROPOSAL FOR AIRCRAFT RESCUE AND  
FIREFIGHTING (ARFF) MANAGEMENT SYSTEM (PATMOS)**

Dear Ms. Fenton:

Thank you for considering ProDIGIQ's Aircraft Rescue and Firefighting (ARFF) Management System (PATMOS) for use at Santa Maria Public Airport (SMX). We appreciate the opportunity to present this proposal and look forward to the prospect of expanding our partnership with your airport.

After analyzing SMX's needs, ProDIGIQ proposes the following:

**AIRCRAFT RESCUE AND FIREFIGHTING (ARFF) MANAGEMENT  
SYSTEM (PATMOS)**

ProDIGIQ's Aircraft Rescue and Firefighting (ARFF) Management System (PATMOS) provides airports with an integrated and comprehensive solution that can manage a variety of airport ARFF processes. PATMOS provides an intuitive platform that allows ARFF personnel to manage shift scheduling, daily logs, inspections, regulatory/operational reports, and maintain training records. With PATMOS, airports can also effectively manage and track ARFF specific assets and apparatuses as well as schedule and track preventative maintenance of assets.

Through integration with the National Fire Incident Reporting System (NFIRS), PATMOS provides a NFIRS-compliant solution that can automatically submit relevant reports to NFIRS. PATMOS enhances operational efficiencies through streamlined data collection, comprehensive reporting capabilities, and improved data analytics dashboards. Fully integrated with other ProDIGIQ systems, ARFF data can all be shared to other systems/modules eliminating duplication of efforts.

**Daily Log Module**

- Integration with Operations Log module to show ARFF-specific information
  - Overview of daily logs for current day and all previously submitted logs
  - Ability to track and complete tasks
  - Overview of Active NOTAMs
  - Notice Board to disseminate timely information to all users
  - Overview of Pending Items for ease of shift handover
  - Ability to view personnel on shift and assign ad-hoc tasks
  - Built-in calendar for shift management
    - Ability to add and edit shifts by personnel
    - Ability to add and edit shifts by dates
    - Ability to add comments to shifts
- 

**Asset Management Module**

- Integration with Asset Management System
  - Repository of all ARFF Assets with integration to inspections
  - Detailed asset profile for each asset including images, parts, service schedules
  - Ability to denote ARFF apparatus type
  - Ability to schedule recurring preventive maintenance
  - History of associated work orders both scheduled and on demand
  - Quick Search and Advanced Search to filter information by various parameter
- 

**Incident Module**

- Automatic inspector, date and time stamp
  - Ability to add new special studies
  - Ability to denote action taken
  - Ability to denote any apparatus or personnel module used
  - Ability to add any number of persons/entities involved
  - Pre-populated drop-down for easy selection while filling out report
  - NFIRS Integration for automatic sharing of relevant incidents
  - Automatic generation of all related forms that need to be completed upon submission of report
- 

**Inspection Module**

- Ability to submit any ARFF inspections such as Fuel Truck, Hydrant, etc.
  - Automatic inspector, date and time stamp of the inspection
  - Collaborate feature for multiple inspectors to work on inspection simultaneously
  - Intelligence to carry over unsatisfactory line items from the previous inspection
  - Ability to mark conditions as “N/A,” “Satisfactory” or “Unsatisfactory”
-



- 
- Drop-down menu to denote status for conditions such as low, out of service, etc.
  - Ability to denote associated asset category and name of asset being inspected
  - Feature to retrieve pertinent asset details from asset profile
  - Ability to capture and attach images using mobile device
  - Ability to denote discrepancy and create associated work order
  - Automatic email notification to relevant stakeholders upon completion of inspection
  - Quick Search and Advanced Search to filter by various parameters
  - Standard and custom reports in PDF over a 12-month period
- 

### Work Order System

- Automatic creation of work order from recorded discrepancies
  - Grid listing by status (In Progress, Deferred) with aggregate totals
  - Ability to sort, filter and quick search on any column in grid
  - Ability to assign to an individual or department
  - Ability to set Priority and Nature of Work (preventive, reactive, predictive)
  - Ability to set a Due Date for tracking completion
  - Ability to attach images or files
  - Automatic email notification to relevant stakeholders from creation to completion
  - Ability to export listing of all work orders and requests in PDF or XLS format
  - Quick Search and Advanced Search to filter by various parameters
  - Standard and custom reports with export capability to PDF and XLS format
- 

### Training Module

- Analytics of Assigned Topics, Exams in Progress, Expiring and Expired Topics
  - Matrix depicting required training compliance based on staff credentials
  - Ability to view expiring and expired topics for each student
  - Automatic notification to relevant stakeholders of upcoming, incomplete or missing training
  - Feature to add new students for training without creating new user accounts
  - Ability to track individual performance of enrolled courses, sessions, exams, status
  - Ability to create and schedule training sessions
  - Ability to assign due date for completion of training
  - Ability to set due date notification frequency
  - Ability to track exam score and passing requirement
  - Ability to denote trainers who can assign students to sessions
  - Automatic notification to relevant stakeholders of expiring training
  - Ability to set frequency for expiration notification
-

- 
- Extensive reporting capability
    - Training progress of individual staff
    - Upcoming, incomplete and missing training
    - Training by status – completed, in progress and future
  - Archive feature to maintain records of all staff training
- 

### Training Content

- Ability to create ARFF specific training topics
  - Ability to set recurring topic and denote frequency
  - Ability to set refresher duration for topics that a student has received training in
  - Ability to create courses and include various topics
  - Ability to upload presentation and supplemental material to course
  - Tag feature to categorize topics/courses such as apparatus, hydrant
  - Ability to create exams for course
  - Ability to denote exam restrictions such as time limit, number of questions
  - Various answer formats such as true/false, multiple choice, fill in the blank
  - Ability to attach images to questions within tests
  - Ability to grade exams and track scores
  - Ability to set threshold for passing percentage
  - Archive feature for all training content
- 

### Access Control

- Ability to define user access with varying levels of user privileges
  - Temporary read-only access for relevant authorities
  - Secured access from any device
-

### SERVICE LEVEL SUPPORT

There is a mandatory service agreement that will cover the following 7 functions:

1. Software maintenance
2. Software updates
3. Professional and secured hosting
4. Storage of data
5. Backup of data
6. Ongoing Quality Control and Quality Assurance
7. Ongoing tech support
  - a. ProDIGIQ's Support Center- <http://support.prodigiq.com>
  - b. Open ticket/Check ticket status
  - c. See service windows:

Severity	Description	Response	Work Effort
1. Critical	System is unavailable, resulting in a critical impact on the operation. No workaround is available.	Less than one hour	At least one person working continuously
2. Serious	The system is available, but its operation is severely restricted. No workaround is available.	Less than two hours	At least one person working continuously
3. Low-to-Moderate	System is available with limitations that are not critical to the overall operation. For example, a workaround forces a user and/or a systems operator to use a time-consuming procedure to operate the system; or removes a non-essential feature.	1 business day	Work effort to be mutually agreed by the parties.

**SOFTWARE-AS-A-SERVICE (SAAS) Upfront Cost Based on a Five-Year Agreement**

Description	Cost
<b>Software Licenses (Unlimited Users and Concurrent Users) and Upfront Implementation for the following:</b>	
<b>PATMOS</b>	
Daily Log Module	Included
Asset Management Module	
Incident Module	
Inspection Module	
Training Module	
<b>Configurations</b>	
1-week of Configurations	Included
<b>Project Management</b>	
1-week of Project Management	Included
<b>Training</b>	
3-hours of Virtual Training	Included
<b>Total Upfront Cost</b>	<b>Included</b>

**SAAS Maintenance and Support Cost Based on a Five-Year Agreement**

Description	Annual Cost
<b>PATMOS</b>	
Daily Log Module	\$22,500
Asset Management Module	
Incident Module	
Inspection Module	
Training Module	
<b>U.S-Based Ongoing Software Maintenance and Support</b>	
24x7x365 Remote Software Monitoring and Alerts	Included
24x7x365 Remote Software Maintenance and Support	Included
Ongoing Software Updates	Included
Ongoing Quality Control and Quality Assurance	Included
<b>U.S-Based Ongoing Server Hosting, Maintenance, and Support</b>	
24x7x365 Remote Server Monitoring and Alerts	Included
24x7x365 Remote Server Maintenance and Support	Included
Ongoing Server Updates	Included
Ongoing Quality Control and Quality Assurance	Included
<b>US-based Technical Support</b>	
Unlimited 24x7x365 Tier 1 Support: Help Desk Support	Included
Unlimited 24x7x365 Tier 2 Support: In-depth Technical Support	Included
Unlimited 24x7x365 Tier 3 Support: Expert Product/Service Support	Included
<b>Total Annual Cost</b>	<b>\$22,500</b>



Proposal for PATMOS for SMX

ProDIGIQ is providing PATMOS at no upfront cost and a total annual cost of \$22,500/yr. (based on a five-year agreement). The pricing is all-inclusive and includes all features mentioned in this proposal, all implementation, project management, initial training and other costs associated with the system's activation.

I hope you will find this proposal acceptable. Please contact me if you have any questions.

Sincerely,

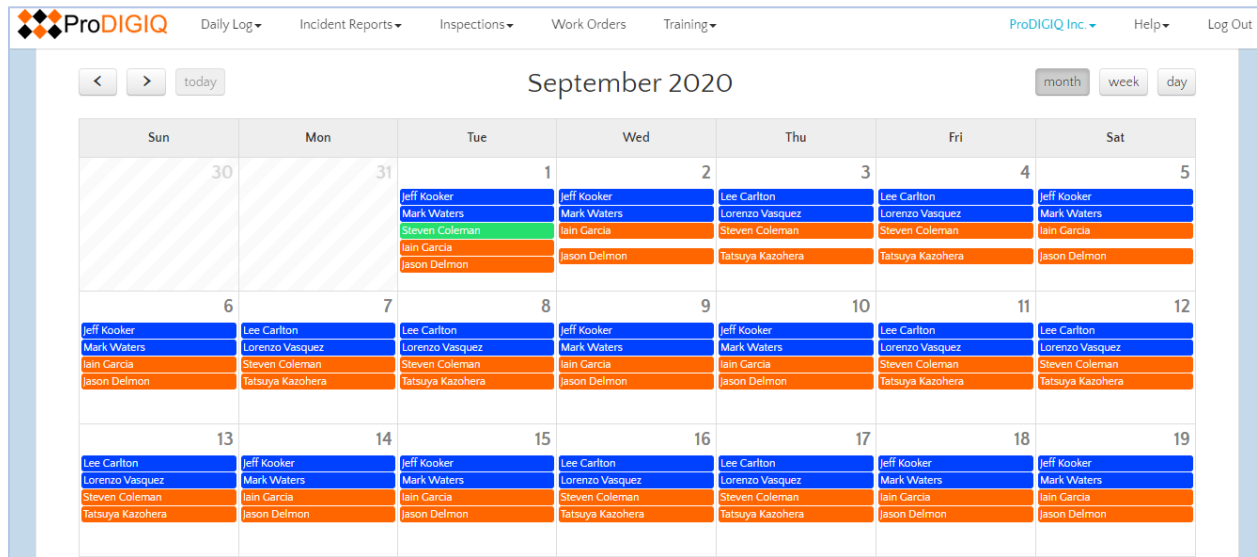
Arpit Malaviya

CEO

ProDIGIQ, Inc. **The Most Trusted Name in Aviation Innovation**

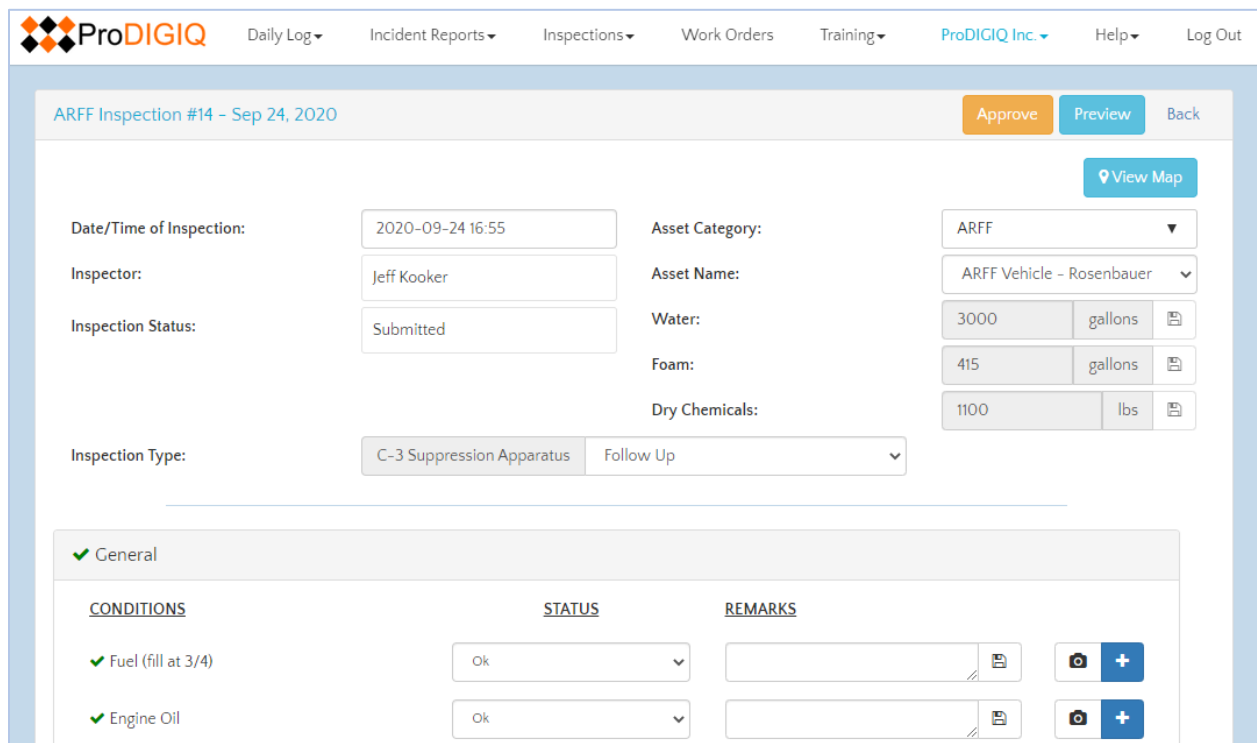
## AIRCRAFT RESCUE AND FIREFIGHTING (ARFF) MANAGEMENT SYSTEM (PATMOS) SCREENSHOTS

### 1.1 Shift Calendar



Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
		Jeff Kooker	Jeff Kooker	Lee Carlton	Lee Carlton	Jeff Kooker
		Mark Waters	Mark Waters	Lorenzo Vasquez	Lorenzo Vasquez	Mark Waters
		Steven Coleman	Iain Garcia	Steven Coleman	Steven Coleman	Iain Garcia
		Iain Garcia	Jason Delmon	Tatsuya Kazohera	Tatsuya Kazohera	Jason Delmon
		Jason Delmon				
6	7	8	9	10	11	12
Jeff Kooker	Lee Carlton	Lee Carlton	Jeff Kooker	Jeff Kooker	Lee Carlton	Lee Carlton
Mark Waters	Lorenzo Vasquez	Lorenzo Vasquez	Mark Waters	Mark Waters	Lorenzo Vasquez	Lorenzo Vasquez
Iain Garcia	Steven Coleman	Steven Coleman	Iain Garcia	Iain Garcia	Steven Coleman	Steven Coleman
Jason Delmon	Tatsuya Kazohera	Tatsuya Kazohera	Jason Delmon	Jason Delmon	Tatsuya Kazohera	Tatsuya Kazohera
13	14	15	16	17	18	19
Lee Carlton	Jeff Kooker	Jeff Kooker	Lee Carlton	Lee Carlton	Jeff Kooker	Jeff Kooker
Lorenzo Vasquez	Mark Waters	Mark Waters	Lorenzo Vasquez	Lorenzo Vasquez	Mark Waters	Mark Waters
Steven Coleman	Iain Garcia	Iain Garcia	Steven Coleman	Steven Coleman	Iain Garcia	Iain Garcia
Tatsuya Kazohera	Jason Delmon	Jason Delmon	Tatsuya Kazohera	Tatsuya Kazohera	Jason Delmon	Jason Delmon

### 1.2 ARFF Inspection Form



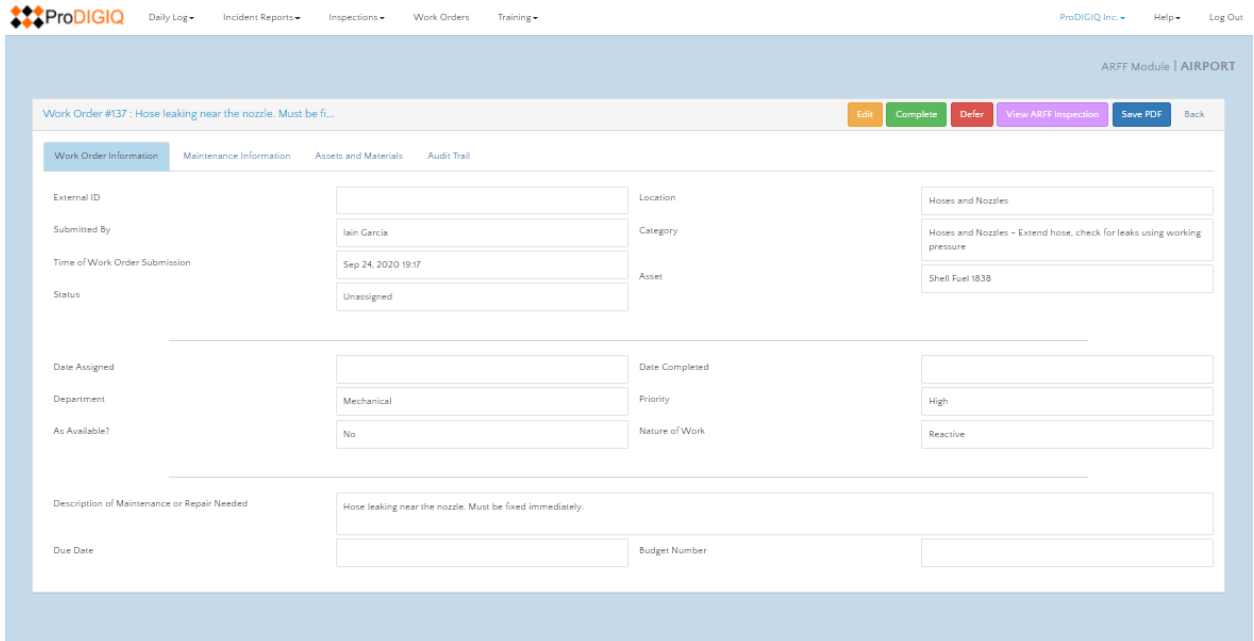
ARFF Inspection #14 - Sep 24, 2020

Date/Time of Inspection: 2020-09-24 16:55  
 Inspector: Jeff Kooker  
 Inspection Status: Submitted  
 Inspection Type: C-3 Suppression Apparatus Follow Up

Asset Category: ARFF  
 Asset Name: ARFF Vehicle - Rosenbauer  
 Water: 3000 gallons  
 Foam: 415 gallons  
 Dry Chemicals: 1100 lbs

CONDITIONS	STATUS	REMARKS
✓ Fuel (fill at 3/4)	Ok	
✓ Engine Oil	Ok	

### 1.3 Work Order



Work Order #137 : Hose leaking near the nozzle. Must be fi...

[Edit](#)
[Complete](#)
[Defer](#)
[View ARFF Inspection](#)
[Save PDF](#)
[Back](#)

[Work Order Information](#)
[Maintenance Information](#)
[Assets and Materials](#)
[Audit Trail](#)

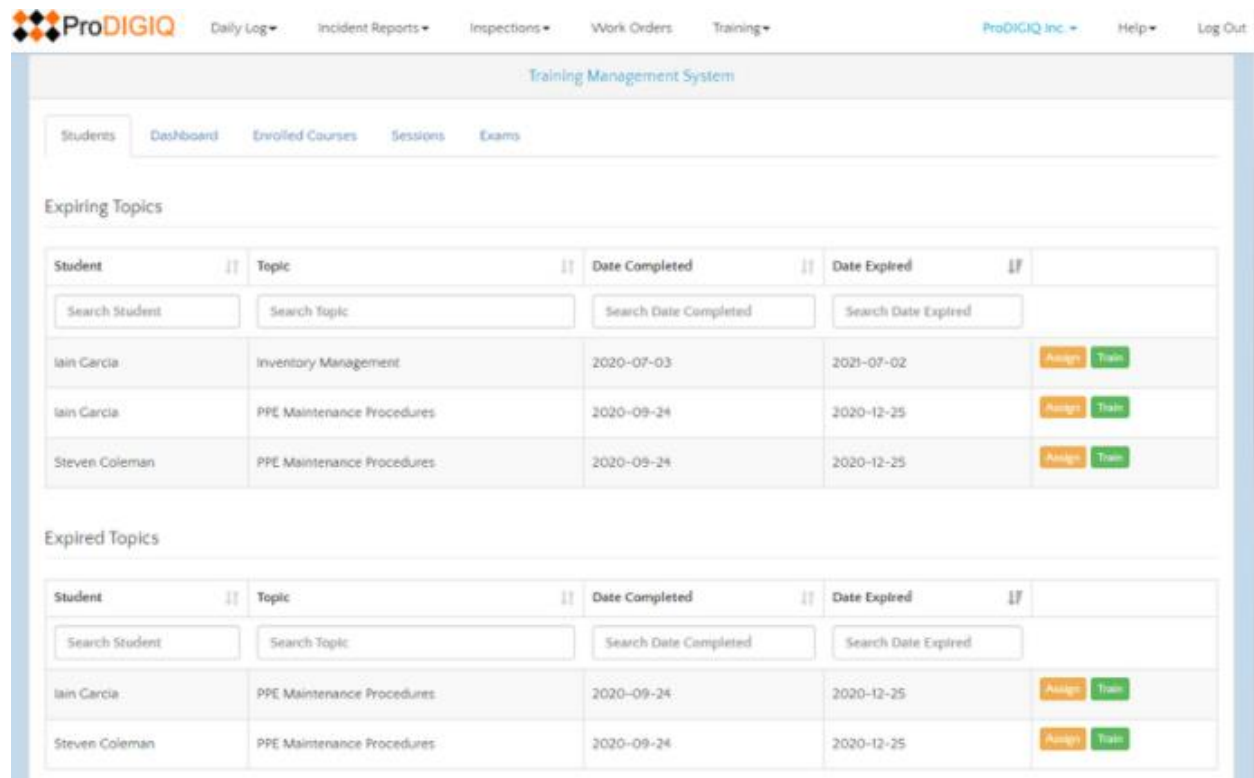
External ID:  Location: Hoses and Nozzles  
 Submitted By: Iain Garcia Category: Hoses and Nozzles - Extend hose, check for leaks using working pressure  
 Time of Work Order Submission: Sep 24, 2020 19:17 Asset: Shell Fuel 1838  
 Status: Unassigned

Date Assigned:  Date Completed:   
 Department: Mechanical Priority: High  
 As Available?: No Nature of Work: Reactive

Description of Maintenance or Repair Needed: Hose leaking near the nozzle. Must be fixed immediately.

Due Date:  Budget Number:

### 1.4 Training Tracking



Training Management System

[Students](#)
[Dashboard](#)
[Enrolled Courses](#)
[Sessions](#)
[Exams](#)

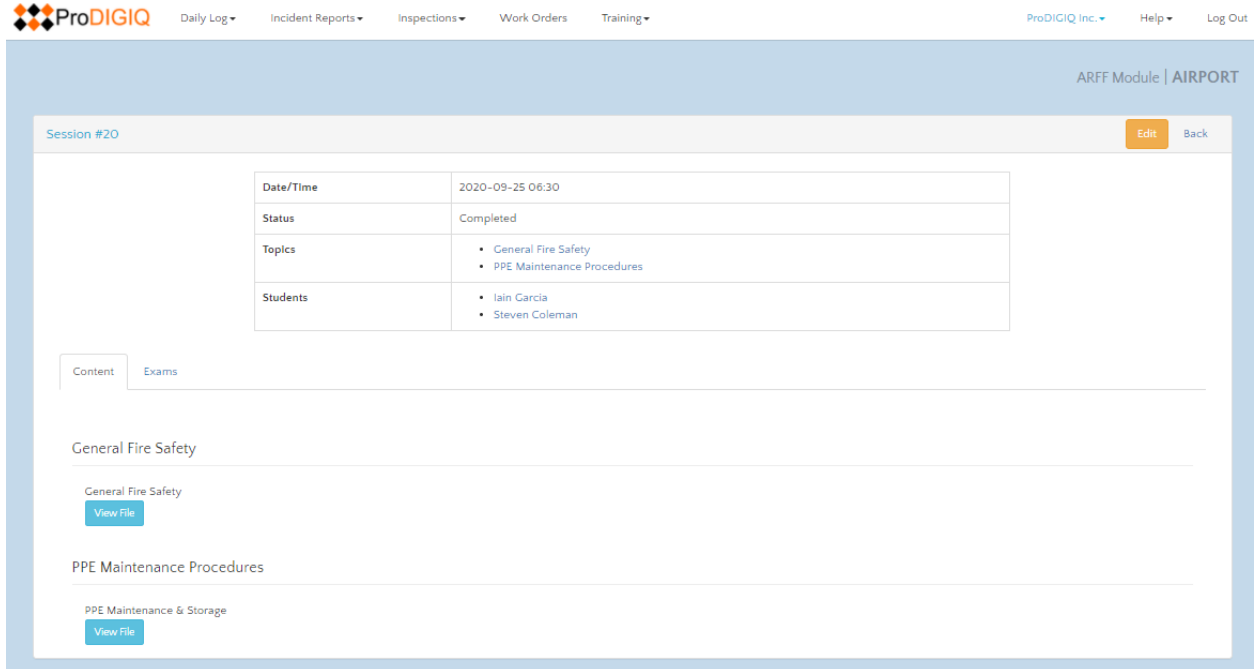
Expiring Topics

Student	Topic	Date Completed	Date Expired	
<input type="text" value="Search Student"/>	<input type="text" value="Search Topic"/>	<input type="text" value="Search Date Completed"/>	<input type="text" value="Search Date Expired"/>	
Iain Garcia	Inventory Management	2020-07-03	2021-07-02	<a href="#">Assign</a> <a href="#">Train</a>
Iain Garcia	PPE Maintenance Procedures	2020-09-24	2020-12-25	<a href="#">Assign</a> <a href="#">Train</a>
Steven Coleman	PPE Maintenance Procedures	2020-09-24	2020-12-25	<a href="#">Assign</a> <a href="#">Train</a>

Expired Topics

Student	Topic	Date Completed	Date Expired	
<input type="text" value="Search Student"/>	<input type="text" value="Search Topic"/>	<input type="text" value="Search Date Completed"/>	<input type="text" value="Search Date Expired"/>	
Iain Garcia	PPE Maintenance Procedures	2020-09-24	2020-12-25	<a href="#">Assign</a> <a href="#">Train</a>
Steven Coleman	PPE Maintenance Procedures	2020-09-24	2020-12-25	<a href="#">Assign</a> <a href="#">Train</a>

## 1.5 ARFF Training Session



The screenshot displays the ProDIGIQ ARFF Module | AIRPORT interface. At the top, there is a navigation bar with the ProDIGIQ logo and menu items: Daily Log, Incident Reports, Inspections, Work Orders, and Training. On the right side of the navigation bar, there are links for ProDIGIQ Inc., Help, and Log Out. The main content area is titled "ARFF Module | AIRPORT" and shows "Session #20" with an "Edit" button and a "Back" link. Below this, a table provides session details:

Date/Time	2020-09-25 06:30
Status	Completed
Topics	<ul style="list-style-type: none"><li>General Fire Safety</li><li>PPE Maintenance Procedures</li></ul>
Students	<ul style="list-style-type: none"><li>Iain Garcia</li><li>Steven Coleman</li></ul>

Below the table, there are tabs for "Content" and "Exams". Under the "Content" tab, there are two sections:

- General Fire Safety**: Includes a "View File" button.
- PPE Maintenance Procedures**: Includes a "View File" button.





March 23, 2023

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

**Subject: Authorization for one Director to attend the EAA AirVenture Oshkosh to be held July 24<sup>th</sup> through the July 30<sup>th</sup>, 2023, in Oshkosh, WI.**

**Summary**

Oshkosh Air Show 2023, also known as EAA AirVenture Oshkosh, is a fly-in gathering and aviation event that attracts enthusiasts from dozens of countries. It is a place where people can discover opportunities in innovation, education, and careers in aviation.

**Budget**

		Attendees	Days	Rate	Total
Fees:	Registration	1		\$813.00	\$813.00
	Air Transportation	1		\$726.00	\$726.00
	Ground Transportation	1		\$1,140.00	\$1,140.00
	Lodging	1	6	\$495.50	\$2,973.00
	Meals	1	7	\$100.00	\$700.00
	<b>Total:</b>				\$6,352.00

The 2023-2024 Budget has not been approved and therefore the impact on that budget cannot be estimated at this time.

**Recommendation**

Staff recommends the board authorize this travel.

Sincerely,

Veroneka Reade  
Manager of Finance and Administration



March 23, 2023

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

**Subject:** Authorization for tuition reimbursement for one staff member

**Summary**

Based upon section 10.5 of the Personnel Manual I am requesting reimbursement for Carla Osborn. Ms. Osborn has completed and passed this course at Embry-Riddle Aeronautical University.

**Budget**

Course	Tuition	Books	Total
Digital Photography	\$1,395.00		\$1,395.00

**Overall Impact**

Approved 2022-2023 Budget for Education	\$21,400.00
Previously Approved for Education	\$11,507.00
Current Balance for Education	\$9,893.00
Amount of this Request	\$1,395.00
Balance Remaining if Approved	\$8,498.00

**Recommendation**

I recommend we repay Mrs. Osborn. The District will benefit as a result of additional training and these classes will assist the Operations Officer's pursuit of her bachelor's degree.

Sincerely,

Veroneka Reade  
Manager of Finance & Administration

# EMBRY-RIDDLE

Aeronautical University

Carla Osborn

**Account No:** 2513380  
**Statement Print Date:** 3/17/2023 12:59 PM  
**Statement From/To Date:** 1/1/2023 To 1/31/2023

Charges				
Date Posted	Term	Item Description	Amount	Currency
01/03/2023	Worldwide 2023-03 March	WW Tuition Undergrad	1,395.00	USD
<b>Total Charges:</b>			<b>1,395.00</b>	

Payments				
Date Posted	Term	Item Description	Amount	Currency
01/08/2023	Worldwide 2023-03 March	Payment by PayPath	-1,395.00	USD
<b>Total Payments:</b>			<b>-1,395.00</b>	

Refunds				
Date Posted	Term	Item Description	Amount	Currency
<b>Total Refunds:</b>			<b>.00</b>	

Financial Aid				
Date Posted	Term	Item Description	Amount	Currency
<b>Total Financial Aid:</b>			<b>.00</b>	

**Net Total for Statement Date Range: .00**

*Charges are based on your home campus published rates. Residential and Worldwide students are only eligible for your campus specific rates regardless of modality.*

*Embry-Riddle will not provide refunds of tuition or fees due to suspension, modification, or cancellation of operations resulting from an act of God, strike, riot, disruption, health or safety emergency, or for any other reason beyond the control of the University.*

**Daytona Beach Campus:**  
1 Aerospace Boulevard  
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

# EMBRY-RIDDLE

## Aeronautical University

**Name:** Osborn,Carla

**ID:** 2513380

**Term:** Worldwide 2023-01 January

**Cumulative GPA:** 3.948

<b>Class</b>	<b>Course Title</b>	<b>Units</b>	<b>Grade</b>
COMD 230	Digital Photography	3.00	A

**THIRTEENTH AMENDMENT OF LICENSE AGREEMENT**

Re: Non-Exclusive License Agreement dated August 22, 1996 between the Santa Maria Public Airport District, ("District") and Aeronautical Radio, Inc. ("Licensee") covering installation, operation and maintenance of Licensee's air/ground communication equipment in the Airport Terminal Building ("License").

The SANTA MARIA PUBLIC AIRPORT DISTRICT ("District") and AERONAUTICAL RADIO, INC. ("Licensee") agree that, effective on May 1, 2023, the following section of the Nonexclusive License Agreement shall be modified to delete the previous language and read as follows:

"2. Term. The term of this Agreement shall be for a period of five (5) years commencing on May 1, 2023 and expiring April 30, 2028, unless earlier terminated as provided herein. This License may be terminated by either party providing at least sixty (60) days prior written notice to the other party. The equipment shall be removed within twenty-four (24) hours of termination or expiration.

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

IN WITNESS WHEREOF, the Parties have caused this Amendment to be executed in duplicate originals by their duly authorized representatives.

Dated: March 23, 2023

Approved as to content for District:

DISTRICT:  
SANTA MARIA PUBLIC AIRPORT DISTRICT

\_\_\_\_\_  
Interim General Manager

\_\_\_\_\_  
Ignacio Moreno, President

Approved as to form for District:

\_\_\_\_\_  
David Baskett, Secretary

\_\_\_\_\_  
District Counsel

LICENSEE:  
AERONAUTICAL RADIO, INC.

\_\_\_\_\_  
Susan Keegan  
Vice President