



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

**Thursday
June 24, 2021**

**Virtual Meeting
Zoom Meeting: [Zoom.us](https://zoom.us)
Meeting ID: [812 8065 1089](https://zoom.us/j/81280651089)
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: Brown, Engel, Rafferty, Adams, Baskett

- 1. MINUTES OF THE REGULAR MEETING HELD JUNE 10, 2021.**
- 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**
 - a) Monthly Activity 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 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.

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7. **DISCUSSION AND DIRECTION TO STAFF REGARDING IN PERSON MEETINGS.**
8. **REVIEW AND APPROVAL OF THE BUDGET FOR FISCAL YEAR 2021-2022.**
9. **AUTHORIZATION FOR TWO STAFF MEMBERS TO ATTEND THE 2021 ALLEGIANT AIRPORT CONFERENCE TO BE HELD SEPTEMBER 28-30, 2021, IN LAS VEGAS, NV.**
10. **AUTHORIZATION FOR ONE INDIVIDUAL TO ATTEND THE CSDA ANNUAL CONFERENCE AND EXHIBITOR SHOWCASE.**
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 111-231-10, APN 111-231-11, 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. Smith, Santa Barbara Superior Court Case No. 20CV04445.
 - c) 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.
12. **DIRECTORS’ COMMENTS.**
13. **ADJOURNMENT.**

MINUTES OF THE REGULAR BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD JUNE 10, 2021

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 Brown, Engel, Rafferty and Baskett. General Manager Hastert, Manager of Finance & Administration Reade, and District Counsel Frye Laacke. Director Engel arrived at 7:06 p.m. and Director Adams was absent.

1. MINUTES OF THE REGULAR MEETING HELD May 27, 2021. Director Baskett made a Motion to approve the minutes of the regular meeting held May 27, 2021. Director Rafferty Seconded and it was carried by the following roll call vote. Directors Brown, Rafferty and Baskett voted "Yes". Director Engel was not present 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) – No meeting scheduled.
3. GENERAL MANAGER'S REPORT. Mr. Hastert notified the Board of the visit from the Western Caucus Foundation to tour the Tanker Base. He updated the Board on meetings he attended which include the Chamber to discuss a marketing study that the District will participate in, the CEO Roundtable and Tourism meeting and the ACA Board meeting. He notified the Board that Mr. Widroe, is getting a support letter from the Governor's Office regarding Customs. He asked the Board to consider adding a last-minute item to the agenda for approval regarding the Maldonado Companies Lease. Director Rafferty made a Motion to add item 11a to the agenda. Director Baskett Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty and Baskett voted "Yes".
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 069048 through 069097 in the amount of \$178,573.33 was recommended for approval as presented. Director Rafferty made a Motion to accept the Demand Register as presented. Director

Baskett Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty and Baskett voted "Yes".

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

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No one requested to speak.

7. Authorization for the President and Secretary to execute the Revocable License Agreement between the District and Valley Art Gallery. Director Baskett made a Motion to approve. Director Rafferty Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty and Baskett voted "Yes".
8. Authorization for the President and Secretary to execute the Twenty-Third Amendment of Agreement between the District and CJJ Farming. Director Rafferty made a Motion to approve. Director Engel Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty and Baskett voted "Yes".
9. Authorization for up to two individuals to attend the International Security Conference and Exposition (ISC West), held in Las Vegas, NV, July 19-21, 2021. Director Baskett made a Motion to approve, Director Rafferty Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty and Baskett voted "Yes".
10. Authorization for tuition reimbursement for one staff member. Director Rafferty made a Motion to approve. Director Baskett Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty and Baskett voted "Yes".
11. Authorization for the General Manager to execute the Amendment to the Lease between the District and Bank of America, N.A., as successor Trustee of the Eugene Rene Leroy Trust. Director Rafferty made a Motion to approve. Director Baskett Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty and Baskett voted "Yes".
- 11a. Authorization for the President and Secretary to execute the 11th Amendment of Ground Lease between the District and Maldonado Companies. Director Rafferty made a Motion to approve. Director Engel Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty and Baskett voted "Yes".

12. CLOSED SESSION. At 7:24 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 111-231-10 and APN 111-231-11, 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. Smith, Santa Barbara Superior Court Case No. 20CV04445
- c) 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

At 7:35 p.m., the Board and staff reconvened to Open Public Session.

There were no reportable actions.

15. DIRECTORS' COMMENTS: Director Rafferty had no comment.

Director Brown apologized for having the wrong agenda.

Director Engel made a comment about a tragedy with the Snowbirds.

Director Baskett was concerned about debris leftover from recent tree removal and the dust that is being generated from farming on the infield.

16. ADJOURNMENT. President Brown asked for a Motion to adjourn to a Regular Meeting to be held on June 24, 2021, at 7:00 p.m. via a virtual meeting. Director Engel made that Motion, Director Rafferty Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty 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 7:41 p.m. on June 10, 2021.

Steve Brown, President

Hugh Rafferty, Secretary

Monthly Activity Report

May



AGENDA ITEM

3a

6/24/2021

Aviation Building Information

	Inventory	Occupied	Available	Occupancy Rate
T Hangars	140	140	0	100%
Corporate T Hangars	8	8	0	100%
Corporate Hangars	28	28	0	100%
Storage Units	26	26	0	100%
Owner Build	23	23	0	100%
Commercial Aviation Hangar Space (SqFt)	107,782	103,360	4,422	96%
Commercial Aviation Office Space (SqFt)	28,800	19,449	9,351	68%

Hangar Waiting List

T-Hangars	6
Corporate/Corporate T-Hangar	18

Monthly Activity

	May-20	Apr-21	May-21	%Change
Operations	2,526	2,791	2,926	16%
Noise/Nuisance Complaints	0	0	0	
Jet\100LL Fuel (Gallons)	63,797	47,870	71,667	12%

Enplanments

	May-20	Apr-21	May-21	%Change
Allegiant	179	1966	2,439	1263%
Central Coast Shuttle	1	137	246	24500%

Airline Load Factor

	# of Flights	Load Factor Actual flights	Load Factor SCHD flights
Allegiant	33	47%	47%

Land Lease Information (Acres)

	Inventory	Occupied	Available
Business Park	224	0	224
Agriculture	592.29	592.29	0
Grazing	511	511	0
Non Aviation Land Leases	TBD	48.42	
Aviation Land Leases	TBD	12.22	
Total Airport Acreage	2,550		

Mobile Home Park

	Spaces Rented	Units Sold
Mobile Home Park	78	

2020-2021

**DEMAND REGISTER
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand, numbers 069098 to 069157 and electronic payments on Pacific Premier Bank and in the total amount of \$446,286.55.

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 069098 to 069157 and electronic payments on Pacific Premier Bank in the total amount of \$446,286.55 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.

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 JUNE 24, 2021.

HUGH RAFFERTY
SECRETARY

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
* 069098	6/11/2021	AAAE	275.00	Renew AAAE - Affiliate Dues
* 069099	6/11/2021	Chuck Adams	200.00	Directors Fees
* 069100	6/11/2021	American Industrial Supply	180.58	Lighting & Nav Aid Maint.
* 069101	6/11/2021	Armstrong's Lock and Key	913.85	Maintenance
* 069102	6/11/2021	AT&T	49.58	Phone Service
* 069103	6/11/2021	BMI PacWest	3,117.70	Buildg. Maint. - Terminal
* 069104	6/11/2021	Scott Buckley	250.00	Lease Termination Refund
* 069105	6/11/2021	CED	2,041.39	Lighting Maintenance
* 069106	6/11/2021	City of Guadalupe	22,944.29	Security Service
* 069107	6/11/2021	Clark Pest Control	753.00	Weed/Vector Control
* 069108	6/11/2021	Comcast	1,235.68	Cable/Internet /Digital Voice
* 069109	6/11/2021	De Lage Landen	102.18	Lease/Maint. - Copier
* 069110	6/11/2021	Earthbound Electric, Inc	1,020.00	Lighting Maintenance
* 069111	6/11/2021	Emergency Repair Door	21,325.00	Purchase & Initial Hangar Door Opener
* 069112	6/11/2021	Carl Engel, Jr.	300.00	Directors Fees
* 069113	6/11/2021	Fastenal Company	69.03	Shop Supplies
* 069114	6/11/2021	Fence Factory	1,005.18	Fencing & Gates
* 069115	6/11/2021	Ferguson Enterprises, Inc.	4,740.38	Buildg. Maint.
* 069116	6/11/2021	Grainger	367.79	Shop Supplies
* 069117	6/11/2021	Groveman Hiete LLP	605.00	Legal Counsel Services
* 069118	6/11/2021	Yekaterina Haussler	215.49	Education Reimbursement
* 069119	6/11/2021	Industrial Medical Group	155.00	Maintenance Recruitment
* 069120	6/11/2021	J B Dewar, Inc	3,502.97	Fuel Expense - Gas/Diesel
* 069121	6/11/2021	J.D. Humann Landscape	4,955.00	Landscape Maintenance
* 069122	6/11/2021	Lahr Industrial Welding	375.00	Heavy Equip.Maint.- Mechanical
* 069123	6/11/2021	LSC Communications	32.11	Publications
* 069124	6/11/2021	Mission Uniform Service	307.48	Uniform Service

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
* 069125	6/11/2021	Napa Auto Parts	42.90	Auto parts
* 069126	6/11/2021	Pacific Telemanagement	230.92	Pay Phone Service
* 069127	6/11/2021	Hugh Rafferty	300.00	Directors Fees
* 069128	6/11/2021	RRM Design Group	2,838.75	Consulting Service
* 069129	6/11/2021	Special Dist. Risk Mgmt.	272,629.01	Property/Liabilty Insurance
* 069130	6/11/2021	Service Star	11,998.04	Janitorial Service
* 069131	6/11/2021	S Lombardi & Assoc., Inc.	3,500.00	Airport Advertising
* 069132	6/11/2021	Sousa Tire Service, LLC	620.86	Vehicle Tires
* 069133	6/11/2021	South Coast Emergency Vehicle	840.00	Heavy Equip.Maint.- Mechanical
* 069134	6/11/2021	Ultrax Business Solutions	3.33	Office Supplies
* 069135	6/11/2021	Vision Communications Co	131.53	Radios - Operation Vehicles
* 069136	6/11/2021	VTC Enterprises	70.00	Trash - Paper Recycling
* 069137	6/11/2021	Work World America, Inc	121.71	Safety Equipment
* 069138	6/11/2021	Your People Professionals	398.83	Employee Recruitment
* 069139	6/18/2021	Allegiant Air LLC	470.00	Return of Deposit
* 069140	6/18/2021	Berchtold Equipment	11,968.63	Tractor/Bush Hog Cutter
* 069141	6/18/2021	City of Santa Maria	435.62	Water Invoice
* 069142	6/18/2021	Clark Pest Control	349.00	Weed/Vector Control
* 069143	6/18/2021	Comcast Business	2,205.77	Cable/Internet Shop
* 069144	6/18/2021	Joseph Connolly	274.00	Lease Termination Refund
* 069145	6/18/2021	Fence Factory	815.63	Fencing & Gates
* 069146	6/18/2021	Ferguson Enterprises, Inc.	97.12	Building Maint.
* 069147	6/18/2021	Frontier Communications	200.13	Telephone Service
* 069148	6/18/2021	Burt Fugate	168.00	Lease Termination Refund
* 069149	6/18/2021	Outdoor Supply Hardware	47.81	Hardware & Supplies
* 069150	6/18/2021	Pathpoint	1,695.60	Airport Maintenance Service
* 069151	6/18/2021	Rabbit Office Automation	92.50	Xerox supplies

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
* 069152	6/18/2021	Evertt Robinson	1,696.00	Lease Termination Refund
* 069153	6/18/2021	SB County Air Pollution	916.00	Permits
* 069154	6/18/2021	Total Compensation Systems	1,395.00	Consulting Services
* 069155	6/18/2021	WageWorks	100.00	Cafeteria Plan - Admin. Fee
* 069156	6/18/2021	Yolo Air, LLC	382.00	Lease Termination Refund
* 069157	6/18/2021	Zee Medical Service	158.86	First Aid
		Subtotal	<u>\$388,232.23</u>	
ACH	6/10/2021	Mass Mutual	4,328.37	Employee Paid Retirement
ACH	6/10/2021	Paychex	25,394.57	Payroll
ACH	6/11/2021	Paychex	187.96	Paychex Invoice
ACH	5/11/2021	CalPERS	13,694.79	Health Insurance
ACH	6/11/2021	Paychex	5,325.80	Payroll Taxes
ACH	6/14/2021	PG&E	9,122.83	Terminal/Admin./Main Hangar
		Subtotal	<u>\$ 58,054.32</u>	
		Total	<u><u>\$446,286.55</u></u>	

Santa Maria Public Airport District

For the Month Ending April 30, 2021

Account Number	Account Title	Actual YTD	Budget YTD	Over (Under) Budget
61100-052	Landing Fees - Ameriflight	11,759	7,005	4,754
61100-053	Landing Fees - U.S. Forest Service	27,773	20,833	6,939
61100-054	Landing Fees - Fed Ex	6,426	6,243	183
61100-055	Landing Fees - Allegiant Air	22,534	16,081	6,453
61100-062	Landing Fees -United		10,722	(10,722)
61100-063	Landing Fees	75		75
61100-064	Mooring Fees - Blimps	150		150
61110-052	Tiedowns - Ameriflight	2,260	2,260	-
61110-054	Tiedowns - Fed Ex	3,340	3,340	-
61130-093	Comm Veh Access -Fed Ex	9,640	9,640	-
61130-094	Comm Veh Access - UPS	3,640	3,640	-
61140-152	Fuel Flowage Fees - Self Serve	1,585	1,432	153
61140-154	Fuel Flowage Fees - CCJC	59,190	55,432	3,757
62210-005	T-Hangar 3005 Airpark	37,080	37,500	(420)
62210-009	T-Hangar 3009 Airpark	22,406	24,200	(1,794)
62210-011	T-Hangar 3011 Airpark	21,202	23,200	(1,998)
62210-019	T-Hangar 3019 Airpark	22,789	23,200	(411)
62210-023	T-Hangar 3023 Airpark	22,124	24,200	(2,076)
62210-027	T-Hangar 3027 Airpark	23,900	23,900	-
62210-031	T-Hangar 3031 Airpark	23,900	23,900	-
62210-039	T-Hangar 3039 Airpark	33,911	34,650	(739)
62210-103	T-Hangar 3103 Airpark	37,751	38,720	(969)
62210-107	T-Hangar 3107 Airpark	28,269	28,280	(11)
62210-109	T-Hangar 3109 Airpark	19,653	21,900	(2,247)
62210-111	T-Hangar 3111 Airpark	19,729	20,160	(431)
62220-035	Corporate T-Hangar 3035 Airpark	34,063	34,490	(427)
62230-005	T-Hangar Storage 3005 Airpark	5,100	5,100	-
62230-009	T-Hangar Storage 3009 Airpark	1,700	1,700	-
62230-011	T-Hangar Storage 3011 Airpark	1,800	1,800	-
62230-019	T-Hangar Storage 3019 Airpark	900	900	-
62230-023	T-Hangar Storage 3023 Airpark	850	850	-
62230-027	T-Hangar Storage 3027 Airpark	1,680	1,680	-
62230-031	T-Hangar Storage 3031 Airpark	1,680	1,680	-
62230-035	T-Hangar Storage 3035 Airpark	1,720	1,720	-
62230-039	T-Hangar Storage 3039 Airpark	5,100	5,100	-
62230-107	T-Hangar Storage 3107 Airpark	1,490	1,490	-
62230-109	T-Hangar Storage 3109 Airpark	740	740	-
62230-111	T-Hangar Storage 3111 Airpark	1,680	1,680	-
62240-001	Corporate Hangars 3001 Airpark	37,184	38,658	(1,474)
62240-029	Corporate Hangars 3029 Airpark	42,580	42,580	-
62240-105	Corporate Hangars 3105 Airpark	50,284	51,380	(1,096)
62240-118	Corporate Hangar 3043 Airpark	49,350	49,350	-
63310-100	Owner Build Hangar - Land (Sm)	6,047	6,050	(3)
63310-101	Owner Build Hangars - Land (Lg)	10,432	10,440	(8)
64410-177	Main Hangar - Artcraft Paints	41,509	41,512	(3)
64410-178	Main Hangar - Tricor Calif	1,367	1,936	(569)
64410-180	Main Hangar - Bourdony	3,050	3,045	5

Santa Maria Public Airport District

For the Month Ending April 30, 2021

Account Number	Account Title	Actual YTD	Budget YTD	Over (Under) Budget
64410-183	Main Hangar - S B Cellular	23,496	24,014	(519)
64410-184	Main Hangar - Pleinaire Design	11,640	11,637	3
64410-185	Main Hangar - Art-Craft	40,681	40,688	(7)
64420-115	Corporate Hangar FBO 3115 Airpark	18,346	19,911	(1,565)
64420-117	Corporate Hangar FBO 3117 Liberator	30,960	30,967	(7)
64420-119	Corporate Hangar FBO 3119 Liberator	7,310	7,306	4
64420-121	Corporate Hangar FBO 3121 Liberator	6,990	6,990	(0)
64420-125	Corporate Hangar FBO 3125 Liberator	45,723	45,725	(2)
64420-409	Corporate Hangar FBO 3409 Corsair	55,980	55,980	-
64420-410	U.S. Forest - Land Use Revenue	40,763	33,333	7,430
64420-438	Corporate Hangar FBO - CALSTAR	10,440	10,445	(5)
64420-439	Corporate Hangar FBO CCJC	42,590	42,590	-
64420-440	Corporate Hangar FBO 3950 Mitchell	17,360	17,364	(4)
64420-442	Corporate Hangar FBO 3944 Mitchell	15,500	15,499	1
64420-443	Corporate Hangar FBO 3940 Mitchell	33,350	33,352	(2)
64420-444	Corporate Hangar FBO Arctic Air	37,160	37,160	-
64420-445	CC Jet Center Self Serve	2,113	1,750	363
64420-447	Rotocraft Leasing - Parking Lot	11,620	11,617	3
64420-448	MOF 3015/3025 Airpark Drive	2,360	2,090	270
64420-449	CCJC - Los Padres Disp	3,330	3,332	(2)
64420-450	CCJC (GA Terminal)	10,540	11,210	(670)
64459-203	Utility Reimbursement - Main Hangar	32,700	28,314	4,386
65000-100	Vehicle Access Fee - Uber	2,613		2,613
65000-200	Vehicle Access Fee - LYFT	1,070		1,070
65510-251	Terminal - TSA Lease	78,083	78,083	-
65510-252	Terminal - Restaurant	25,670	26,837	(1,167)
65510-255	Terminal - Allegiant Air, Inc.	1,840	1,840	-
65510-256	Terminal -Central Coast Shuttle	21,790	21,786	4
65510-257	PFC Revenue	55,990	74,295	(18,305)
65510-262	ARINC	1,580	1,580	1
65520-265	Terminal Concessions - Avis	68,805	55,797	13,008
65520-266	Terminal Concessions - Budget	24,975	16,511	8,464
65520-267	Terminal Concessions - Hertz	11,829	36,425	(24,597)
65520-274	Terminal Vending Machines	819	1,496	(677)
65530-217	Administrative Board Room	460	933	(473)
65530-307	Other Building - Avis Service Center	9,860	9,869	(9)
65559-249	Utility Reimbursements - Terminal	31	2,271	(2,240)
65559-336	TSA - LEO Reimbursement	9,540	10,733	(1,193)
65559-337	CARES Act Grant	682,988	911,667	(228,679)
66120-080	Vehicle Training Area/Special Events	24,200		24,200
66120-082	Vehicle Storage Area	1,660		1,660
66120-083	Santa Maria Karting	5,700	5,500	200
66610-361	Farm Land - Castellanos	122,214	115,568	6,647
66610-362	Grazing Land - R. Michel	840	1,790	(950)
66610-364	Master Lease - Mahoney Brothers	20,577	27,054	(6,477)
66610-365	Farm Land - Gresser	457,960	458,246	(287)
66610-366	Grazing Land - Verlade	2,686	2,930	(244)

Santa Maria Public Airport District

For the Month Ending April 30, 2021

Account Number	Account Title	Actual YTD	Budget YTD	Over (Under) Budget
66620-201	Airport Business Park	116,000	116,000	-
66620-320	Pioneer Park	1,611	1,611	-
66620-455	Commercial Land - Hotel	120,600	135,114	(14,514)
66620-500	Verizon Land Lease	24,800		24,800
66630-381	Village Mobile Home Park	397,934	383,638	14,296
67210-910	Use Permits - Special Events	150		150
67300-950	Commercial Filming - Movie Shoots	5,000		5,000
67910-900	Misc. Income Operations	(7)		(7)
67910-921	Misc. Income - Late Charges	49		49
67910-924	Misc. Income - Office Fees	92		92
67910-940	Misc. Income	3,194		3,194
67910-951	Misc. Income - Airport Access Card	12,900	12,065	835
69010-950	Unrealized Gain on Investment	(10,559)		(10,559)
69010-951	Interest Income	43,563	168,237	(124,675)
69110-937	AIP - 37 Reimbursement		5,477,375	(5,477,375)
69310-965	Tax Revenues	1,780,016	1,471,098	308,918
69510-980	Ordinary Dividends - Principal Financial Group	176		176
	Total Revenue	<u>5,391,641</u>	<u>10,881,943</u>	<u>(5,490,302)</u>

Santa Maria Public Airport District

For the Month Ending April 30, 2021

Account Number	Account Title	Actual YTD	Budget YTD	Over (Under) Budget
71110-100	Electricity - Landing Area	17,404	16,878	526
71110-455	Electricity - Hotel Ramp	1,032	1,276	(243)
71120-150	ARFF Services	610,236	677,183	(66,948)
71220-100	Signs	11,130	8,417	2,714
71310-100	Lighting & Nav Aid Maintenance	12,061	9,271	2,790
71323-100	Runway Generator Maintenance	4,913	3,833	1,080
71330-100	Pavement - Runways & Taxiways	2,020	10,833	(8,814)
71331-100	Pavement - Ramps & Tiedowns		9,042	(9,042)
71345-100	Weed/Wildlife Abatement	23,052	51,558	(28,506)
71350-100	Fencing & Gates	2,625	4,833	(2,208)
72110-200	Electricity - Hangars	18,859	18,323	536
72130-200	Water/Sewer - Hangar	2,630	2,254	377
72150-200	Emergency Phones - Hangars	1,982	1,822	160
72260-200	Landscaping Hangar Area	6,486	6,570	(84)
72290-200	Miscellaneous Hangar Supplies		1,167	(1,167)
72300-200	Building Maint - Hangar Area	12,745	16,583	(3,839)
72310-200	Lighting Maintenance - Hangars	3,544	5,833	(2,289)
72311-200	Janitorial Sv Hangar Area	11,550	11,550	-
72328-200	Fire Extinguisher Service - Hangar		1,250	(1,250)
72331-200	Pavement - Ramp - Hangars		9,375	(9,375)
72350-200	Fencing & Gates		2,542	(2,542)
72445-200	Fire Alarm Service - Hangars	4,810	4,086	724
72480-200	Waste Oil Removal - Hangars	1,589	1,458	130
73700-721	Owner Build - Water/Sewer	1,049	795	254
73700-722	Owner Build - Electricity	208	208	(0)
73700-723	Owner Build - Restroom Janitorial	2,100	2,100	-
73700-724	Owner Build - Maintenance	401	833	(432)
74110-203	Electricity - Main Hangar	31,653	29,170	2,483
74110-204	Utilities - 3940 Mitchell Rd.	278	218	60
74120-203	Gas- Main Hangar	1,654	1,436	218
74130-125	Water/Refuse - Paint Hangar	5,492	4,100	1,392
74130-203	Water/Refuse - Main Hangar	4,338	4,381	(43)
74150-125	Emergency Phone Lines - Paint Hangar	1,928	2,002	(73)
74150-203	Emergency Phone Lines - Main Hangar	676	862	(185)
74260-400	Landscaping - FBO	1,046	1,059	(13)
74300-400	Building Maintenance - FBO	10,162	11,042	(880)
74311-203	Janitorial Sv Main Hangar & FBOs	2,100	2,100	-
74311-218	Customs - Water/Refuse/Sewer	1,612	1,169	442
74315-400	Fire Sprinkler Maintenance	446	2,083	(1,637)
74331-400	Pavement - Ramps & Tiedowns	28	1,667	(1,639)
74340-400	Drainage Maintenance	1,357	1,667	(309)
74350-400	Fencing & Gates	2,853	4,667	(1,814)
74445-125	Fire Alarm Service - Paint Hangar	735	350	385
74445-203	Fire Alarm Service - Main Hangar	910	350	560
75110-249	Electricity - Terminal	65,041	82,217	(17,175)
75120-249	Gas - Terminal	6,702	4,779	1,923
75130-249	Water/Refuse/Sewer - Terminal	10,881	14,604	(3,723)

Santa Maria Public Airport District

For the Month Ending April 30, 2021

Account Number	Account Title	Actual YTD	Budget YTD	Over (Under) Budget
75150-249	Emergency Phone Lines - Terminal	6,389	6,515	(125)
75150-250	Pay Phone Service - Terminal	2,309	2,279	30
75150-300	Audio & Video Monthly Charges	2,660	2,676	(16)
75220-250	Signs	978	2,708	(1,730)
75255-250	Janitorial Sv Terminal Area	80,030	79,760	270
75260-250	Landscaping - Terminal	28,530	28,827	(297)
75300-249	Building Maint. - Terminal	20,104	40,792	(20,688)
75300-339	Building Maintenance - Fire Station	3,252	4,775	(1,523)
75310-240	Lighting Maintenance - Streets	17,302	13,623	3,679
75310-249	Lighting Maintenance - Terminal	997	3,333	(2,336)
75310-339	Lighting Maintenance - Fire Station		83	(83)
75323-249	Generator Maintenance - Terminal	1,254	2,083	(829)
75323-339	Generator Maintenance - Fire Station	1,147	2,083	(937)
75333-250	Pavement - Roads - Terminal Area	7,504	11,667	(4,163)
75350-250	Fencing & Gates - Terminal	962	3,792	(2,829)
75465-249	Automatic Door Maintenance	888	5,000	(4,112)
75475-249	Interior Plant Service - Terminal	2,750	3,167	(417)
75700-740	Terminal Accessories	4,211	11,133	(6,922)
75700-761	Firefighting Equipment	637		637
76110-300	Electric - Street Lights	1,754	1,674	80
76110-310	Electric - Retention Dam Pumps	3,126	2,678	449
76140-300	Recycled Water		1,875	(1,875)
76220-250	Signs	925	833	92
76260-300	Landscaping -RGL	18,507	13,867	4,640
76290-300	South Well Repairs		417	(417)
76310-300	Street Light Maintenance		417	(417)
76340-300	Drainage Maintenance	598	5,000	(4,402)
76345-300	North Well Repairs		1,250	(1,250)
76350-300	Fencing & Gates	4,170	2,083	2,087
76360-300	Stormwater Retention Facilities	3,933	2,833	1,099
76700-750	MHP - Salaries	79,708	78,833	875
76700-752	MHP - Maintenance	17,487	25,313	(7,826)
76700-753	MHP - MHP Liability Insurance	7,089	5,721	1,368
76700-754	MHP - Utilities	160,301	132,767	27,534
76700-755	MHP - Property Management	23,500	23,500	-
76700-757	MHP - General and Admin. Expense	10,284	9,004	1,280
87010-451	General Manager	133,570	135,894	(2,324)
87010-452	Manager of Ops & Maintenance	83,004	84,455	(1,451)
87010-453	Manager of Finance & Admin	79,052	80,440	(1,388)
87010-454	Operations Officer	47,414	48,240	(826)
87010-455	Administrative Assistant	51,639	54,280	(2,642)
87010-456	Maintenance Foreman	63,568	64,085	(517)
87010-457	Maintenance Workers III	16,413	14,286	2,127
87010-458	Maintenance Worker I	91,815	102,695	(10,880)
87010-460	Accounting Clerk	47,849	51,228	(3,379)
87010-462	Receptionist	38,895	38,143	752
87010-463	Maintenance Worker IV	28,976	30,631	(1,655)

Santa Maria Public Airport District

For the Month Ending April 30, 2021

Account Number	Account Title	Actual YTD	Budget YTD	Over (Under) Budget
87020-473	Longevity Pay	22,095	22,467	(372)
87030-481	Medicare Tax	11,584	10,539	1,045
87030-482	Medical Insurance	201,797	203,356	(1,559)
87030-483	Dental Insurance	8,379	8,955	(576)
87030-484	Auto Allowance	11,305	11,500	(195)
87030-485	Life Insurance	3,203	4,486	(1,283)
87030-486	Disability Insurance	4,777	5,907	(1,130)
87030-487	PERS Retirement	217,884	211,838	6,046
87030-488	Worker's Compensation	16,360	22,588	(6,228)
87030-489	Employee Vision Coverage	1,134	1,174	(39)
87030-495	Unemployment Claims	4,474	3,728	746
87110-150	Electricity - Shop	2,308	2,480	(172)
87110-217	Electricity - Admin Building	8,020	10,689	(2,669)
87120-150	Gas - Shop	233	213	19
87120-217	Gas - Administration Building	874	676	197
87130-150	Water/Refuse - Shop	2,817	2,546	272
87130-217	Water/Sewer - Admin Building	2,000	1,287	713
87130-500	Water - Landscaping	23,355	16,654	6,701
87140-500	Trash - Paper Recycling	912	1,325	(414)
87160-150	Shop Phone	222		222
87160-501	Cellular Phone	8,299	12,292	(3,993)
87160-502	Security Phone Lines	1,060	1,080	(20)
87160-504	Monthly Service Telephone	5,752	5,667	84
87160-505	Long Distance	1,021	1,029	(8)
87160-507	Fax Line	1,436	1,405	31
87160-509	Tower & Fire Station	3,184	2,667	517
87160-510	Shop Phone	2,157	2,116	41
87160-511	Answering Service	2,861	2,953	(91)
87210-500	Security Supplies	32	2,833	(2,801)
87230-500	Janitorial Supplies	5,596	10,985	(5,389)
87240-150	Tools - Shop	360		360
87240-500	Small Tools	5,740	7,535	(1,795)
87260-150	Shop Supplies	2,317	3,792	(1,475)
87270-531	Fuel Expense - Gas/Oil	9,100	8,168	932
87270-532	Fuel Expense - Diesel Fuel/Oil	5,343	10,171	(4,828)
87275-500	Solvent	756	833	(77)
87280-546	First Aid	419	662	(243)
87280-547	Safety Equipment	6,609	3,042	3,567
87280-548	Training Supplies		500	(500)
87286-500	Uniform Service	7,781	6,589	1,192
87290-500	Sundries	2,872	3,765	(893)
87300-150	Building Maintenance - Shop	2,546	3,042	(496)
87300-217	Maintenance - Admin	3,475	8,417	(4,942)
87321-150	Equipment Maintenance - Shop	404	625	(221)
87322-500	Radio Maintenance	2,475	2,544	(70)
87324-521	Copier	6,965	6,412	553
87324-523	Maintenance - Postage Machine	1,211	1,210	1

Santa Maria Public Airport District

For the Month Ending April 30, 2021

Account Number	Account Title	Actual YTD	Budget YTD	Over (Under) Budget
87328-500	Fire Extinguisher Service		2,542	(2,542)
87360-536	Automotive Maintenance	8,249	6,667	1,583
87360-537	Automotive Maintenance - Tires	1,844	3,333	(1,490)
87370-541	Heavy Equip. Maint. - Mechanical	12,660	21,250	(8,590)
87370-542	Heavy Equip. Maint. - Tires	281	8,333	(8,052)
87370-543	ARFF Vehicle Maintenance	27,150	21,250	5,900
87380-554	Fuel System - Fire Alarm Service	315	1,183	(868)
87400-500	Directors Fees	17,000	17,500	(500)
87412-500	Payroll Processing Fees	4,746	4,469	277
87414-500	Annual Audit	28,865	24,407	4,458
87420-500	Legal Counsel Services	50,712	54,775	(4,063)
87422-501	Real Estate Commission	60,636	50,530	10,106
87432-500	Consulting Services	300		300
87440-500	Security Service	256,136	319,121	(62,985)
87443-500	Security Sys Maint & Repairs	12,603	32,500	(19,897)
87450-500	Janitorial Service - Admin	9,450	9,760	(310)
87470-500	Landscaping Services	4,217	4,270	(53)
87472-500	Landscaping Contingencies	5,255	4,167	1,088
87475-500	Internet/Web Page Maintenance	20,250	36,200	(15,950)
87510-562	Bank Charges - Service Charges	14,797	11,158	3,639
87520-566	Freight & Common Carrier	30	588	(558)
87520-567	Postage	1,240	833	407
87520-568	Printing & Stationery		458	(458)
87520-570	Misc. Office Supplies	6,245	11,385	(5,140)
87520-572	Books & Publications	157	2,143	(1,986)
87530-581	Computer Supplies	6,775	15,242	(8,466)
87530-583	Computer Support Services	93,111	95,797	(2,686)
87540-600	Dues and Memberships	4,339	4,578	(239)
87540-601	Dues -AAAE	3,250	3,417	(167)
87540-603	Dues - SWAAAE	475	283	192
87540-605	Dues - Chamber of Commerce	8,050	6,667	1,383
87540-606	Dues - Notary		125	(125)
87540-607	Dues - CSDA	7,253	6,389	864
87540-608	Dues - AAAE	4,950	4,125	825
87540-610	Costco Membership	240	138	103
87540-618	Santa Maria Times		125	(125)
87540-628	Pro-rata Share of LAFCO Budget	2,515	2,439	76
87600-596	Advertising - Legal	440	833	(393)
87600-599	Advertising - Airport Advertising	163,859	130,417	33,442
87610-100	Depreciation - Landing Area	1,124,787	1,107,124	17,663
87610-200	Depreciation - Hangar Area	76,648	99,694	(23,046)
87610-250	Depreciation - Terminal Area	283,999	304,806	(20,806)
87610-300	Depreciation - RGL	175,187	204,748	(29,561)
87610-400	Depreciation - FBO	33,567	44,603	(11,036)
87610-500	Depreciation - Administration	144,667	155,386	(10,719)
87618-500	Election Expense	22,239	20,833	1,405
87620-692	Emergency Exercises		417	(417)

Santa Maria Public Airport District

For the Month Ending April 30, 2021

Account Number	Account Title	Actual YTD	Budget YTD	Over (Under) Budget
87630-591	Insurance - Airport Liability	9,713	10,792	(1,079)
87630-592	Insurance - Auto, Fire, Property	96,054	115,726	(19,672)
87630-595	Insurance - General Liability	41,161	48,979	(7,818)
87650-641	Taxes - Sales	(730)		(730)
87650-643	Permits	5,041	3,890	1,151
87650-646	Storm Water Permits	1,474	1,167	307
87660-500	Education	6,096	13,333	(7,238)
87670-500	Business Travel & Entertainment	769	55,308	(54,539)
87670-501	AAAE Annual Conference	2,655		2,655
87679-500	Employee Recognition	777	3,167	(2,390)
87700-791	Sig Items - Training Live Burn	450	33,457	(33,007)
88680-681	SM Chamber	38,000	31,667	6,333
88680-685	Museum of Flight		8,333	(8,333)
88680-691	Planning & Marketing	19,331	29,167	(9,835)
88680-692	Consulting Services - Aviation	21,974	64,050	(42,076)
88680-693	Consulting Services	85,505	137,945	(52,439)
88680-702	Rent Credit - Operations	8,287	8,248	40
88700-705	Airfest Expenses- Miscellaneous	141		141
	Total	5,767,488	6,361,506	(594,017)

Santa Maria Public Airport District
Statement of Net Position
April 30, 2021

Current assets:

Cash and cash equivalents	3,103,131
Restricted - cash and cash equivalents	5,073,255
Certificate-of-deposit	8,000
Accounts receivable - customers and tenants, net	117,346
Prepaid expenses and deposits	80,182

Total current assets **8,381,914**

Non-current assets:

Note receivable	159,534
Interest Receivable	7,254
Capital assets, not being depreciated	6,568,280
Depreciable capital assets	23,085,507
Deferred other post-employment benefits outflows	7,387
Deferred pension outflows	410,884

Total non-current assets **30,238,847**

Total assets **38,620,761**

Current liabilities:

Accounts payable and accrued expenses	62,915
Accrued wages and related payables	6,392
Unearned Revenue (customer prepaid)	265,675
Hangar and other deposits	109,032
Long-term liabilities - due in one year:	
Compensated absences	30,405
Land improvements payable	19,160

Total current liabilities **493,578**

Long-term liabilities - due in more than one year

Compensated absences	91,215
Land improvements payable	108,571
Total other post-employment benefits liability	279,903
Net pension liability	1,894,820
Deferred pension inflows	119,557

Total long term liabilities **2,494,066**

Total liabilities **2,987,645**

Net position:

Retained Earnings	36,008,963
Change in Net Position	(375,847)

Total net position **35,633,116**

Total liabilities and net position **38,620,761**

Santa Maria Public Airport District
Net Income Month Ending April 30, 2021

	Year To Date	Monthly Average	Month Ending 04/30/21	Percentage of Average
Revenues from Operations:				
Landing area				
Landing fees and tiedowns	\$87,597.34	\$8,759.73	\$6,589.33	75%
Fuel flowage fees	60,774.24	6,077.42	2,872.20	47%
	148,371.58	14,837.16	9,461.53	64%
Hangar area				
T- Hangar	312,714.24	31,271.42	31,429.24	101%
Corporate T-Hangars	213,461.42	21,346.14	21,646.00	101%
T-Hangar Storage Units	24,440.00	2,444.00	2,444.00	100%
Owner Build Hangars	16,478.57	1,647.86	1,649.00	100%
Subtotal	567,094.23	56,709.42	57,168.24	101%
Main hangar and F.B.O. area				
Main Hangar	154,442.28	15,444.23	16,250.75	105%
Commercial Hangars	312,685.59	31,268.56	27,611.27	88%
Land Leases	79,750.00	7,975.00	7,975.00	100%
Subtotal	546,877.87	54,687.79	51,837.02	95%
Terminal area				
Car Rental and Ground Transportatic	110,110.40	11,011.04	11,863.60	108%
Terminal Space Lease	139,314.29	13,931.43	13,796.58	99%
TSA LEO Reimbursement	9,540.00	1,060.00	1,560.00	147%
Subtotal	258,964.69	26,002.47	27,220.18	105%
Revenue generating land				
Land Lease Recreational	57,970.40	5,797.04	4,456.08	77%
Agricultural Leases	604,276.90	60,427.69	60,563.59	100%
Airport Business Park	116,000.00	11,600.00	11,600.00	100%
Airport Hotel	120,600.00	12,060.00	12,060.00	100%
Airport Mobile Home Park	397,933.82	39,793.38	40,724.94	102%
Subtotal	1,296,781.12	129,678.11	129,404.61	100%
Administrative				
Badging Income	12,900.00	1,290.00	1,665.00	129%
Miscellaneous Income	8,654.85	1,081.86	35.00	3%
Cares Grant Revenue	682,987.87	170,746.97		0%
Subtotal	704,542.72	173,118.82	1,700.00	1%
Total revenues from operations	3,522,632.21	344,947.65	276,791.58	80%

Santa Maria Public Airport District
Net Income Month Ending April 30, 2021

	Year To Date	Monthly Average	Month Ending 04/30/21	Percentage of Average
Operating Expenses:				
Landing area	74,237.17	7,423.72	16,030.66	216%
Hangar area	67,952.66	6,795.27	4,079.80	60%
Main hangar and F.B.O.	67,267.96	6,726.80	2,667.17	40%
Terminal area	264,530.20	26,453.02	23,947.18	91%
Revenue generating land	331,382.84	33,138.28	28,321.37	85%
Payroll and Benefits	1,185,187.44	118,518.74	143,891.22	121%
Utilities	66,508.40	6,650.84	4,898.63	74%
Supplies	46,924.40	4,692.44	4,850.98	103%
Maintenance and Repairs	67,574.56	6,757.46	6,679.36	99%
Contractual Services	486,751.61	48,675.16	41,799.52	86%
ARFF Services	610,235.57	152,558.89	203,155.00	133%
Security Services	256,136.39	25,613.64	25,302.85	99%
Office Supplies/Postage/Printing and St	14,447.19	1,444.72	4,351.19	301%
Dues and Subscriptions	31,071.87	3,107.19	650.00	21%
Advertising	164,298.64	16,429.86	29,155.75	177%
Depreciation	1,838,854.94	612,951.65		0%
Insurance	146,928.04	36,732.01		0%
Election Expense	22,238.54	22,238.54		0%
Business Travel and Entertainment	3,424.40	428.05	253.63	59%
Air Show Expense	141.00	141.00		0%
Other Miscellaneous Expense	21,394.66	2,139.47	4,211.24	197%
Total Expenses	5,767,488.48	570,649.29	544,245.55	95%
Operating income (loss)	(2,244,856.27)	(218,386.07)	(267,453.97)	122%
Non-Operating Revenues (Expenses):				
PFC Revenue	55,990.06	5,599.01	13,358.77	239%
Interest income	33,003.36	3,300.34	1,014.38	31%
Tax revenues	1,780,015.64	222,501.96	729,410.49	328%
Miscellaneous income				
Total non-operating rev (exp)	1,869,009.06	186,900.91	743,783.64	398%
Net Income	(375,847.21)	(143,098.70)	476,329.67	-333%

From: [Chris Hastert](#)
To: [Hugh Rafferty](#); [Steve Brown \(rvn1075@gmail.com\)](#)
Cc: [Hugh Rafferty](#); [Steve Brown](#); [Kerry Fenton](#); [Veroneka Reade](#)
Subject: Brown Act Modifications allowing Virtual meetings
Date: Tuesday, June 15, 2021 1:12:37 PM
Attachments: [6.11.21-EO-N-08-21-signed.pdf](#)
[image001.png](#)

Still waiting for more guidance from CalOSHA and TSA updates to add to the discussion.

If things don't change (I expect they will), we are still required to wear masks in the board room during all meetings. Although we have been flexible with some meetings where people are vaccinated, I don't feel we should have a public meeting and go against the Federal Requirement if held on airport property. I will keep you posted on the TSA changes that are expected soon.

Currently we can continue virtual meetings until September 30, 2021 under Executive Order N-29-20. At that time the Brown Act requirements revert back to the old way in which a quorum has to be made up of in person participants and locations for remote access have to be posted and available to the public. I'm not making any recommendation yet regarding when I think we should return to in person, as we don't have enough information to make an educated decision. Without change I wouldn't recommend meeting in person yet, however it is too soon to go down that path as change is coming, hopefully prior to our discussion.

I do expect a updates to our guiding COVID-19 regulations in the next couple of weeks, I will provide updates as they come in, prior to our discussion at the next meeting.

Chris

CHRIS HASTERT
GENERAL MANAGER
SANTA MARIA PUBLIC AIRPORT DISTRICT
3217 TERMINAL DRIVE
SANTA MARIA, CA 93455
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**EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA**

EXECUTIVE ORDER N-08-21

WHEREAS on March 4, 2020, I proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS since March 2020, the State has taken decisive and meaningful actions to reduce the spread, and mitigate the impacts, of COVID-19, saving an untold number of lives; and

WHEREAS as a result of the effective actions Californians have taken, as well as the successful and ongoing distribution of COVID-19 vaccines, California is turning a corner in its fight against COVID-19; and

WHEREAS on June 11, 2021, I issued Executive Order N-07-21, which formally rescinded the Stay-at-Home Order (Executive Order N-33-20, issued on March 19, 2020), as well as the framework for a gradual, risk-based reopening of the economy (Executive Order N-60-20, issued on May 4, 2020); and

WHEREAS in light of the current state of the COVID-19 pandemic in California, it is appropriate to roll back certain provisions of my COVID-19-related Executive Orders; and

WHEREAS certain provisions of my COVID-19 related Executive Orders currently remain necessary to continue to help California respond to, recover from, and mitigate the impacts of the COVID-19 pandemic, including California's ongoing vaccination programs, and the termination of certain provisions of my COVID-19 related Executive Orders during this stage of the emergency would compound the effects of the emergency and impede the State's recovery by disrupting important governmental and social functions; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this Order would continue to prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19 pandemic.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes of the State of California, and in particular, Government Code sections 8567, 8571, and 8627, do hereby issue the following Order to become effective immediately:

IT IS HEREBY ORDERED THAT:

The following provisions shall remain in place and shall have full force and effect through June 30, 2021, upon which time they will expire subject to individual conditions described in the enumerated paragraphs below.

1) State of Emergency Proclamation dated March 4, 2020:

- a. Paragraph 10. Any facility operating under a waiver pursuant to this provision, memorialized in an All Facilities Letter, may operate pursuant to such a waiver through the stated expiration in the All Facilities Letter or September 30, 2021, whichever occurs first;
- b. Paragraph 11;
- c. Paragraph 12; and
- d. Paragraph 13.

2) Executive Order N-25-20:

- a. Paragraph 1; and
- b. Paragraph 7, and as applicable to local governments per Executive Order N-35-20, Paragraph 3. Effective July 1, 2021, the waivers in Executive Order N-25-20, Paragraph 7, and Executive Order N-35-20, Paragraph 3, of reinstatement requirements set forth in Government Code sections 7522.56(f) and (g) are terminated.

3) Executive Order N-26-20:

- a. Paragraph 1;
- b. Paragraph 2;
- c. Paragraph 3;
- d. Paragraph 5;
- e. Paragraph 6; and
- f. Paragraph 7.

4) Executive Order N-27-20:

- a. Paragraph 1;
- b. Paragraph 2; and
- c. Paragraph 3.

5) Executive Order N-28-20:

- a. Paragraph 3; and
- b. Paragraph 6.

6) Executive Order N-31-20:

- a. Paragraph 1; and
- b. Paragraph 2.

7) Executive Order N-35-20:

- a. Paragraph 1. Any facility operating under a waiver pursuant to this provision, memorialized in an All Facilities Letter, may operate pursuant to such a waiver through the stated expiration in the All Facilities Letter or September 30, 2021, whichever occurs first;
- b. Paragraph 4;
- c. Paragraph 6. To the extent the Director exercised their authority pursuant to this provision on or before June 30, 2021, the extension shall remain valid until the effective expiration;

- d. Paragraph 10. The State Bar shall receive the time extension in the aforementioned order for any nomination submitted to the State Bar by the Governor on or before June 30, 2021; and
 - e. Paragraph 11 (as extended and clarified by N-71-20, Paragraph 6). Claims accruing before June 30, 2021 will remain subject to the 120-day extension granted in the aforementioned orders.
- 8) Executive Order N-36-20, Paragraph 1. To the extent the Secretary exercised their authority pursuant to this provision, the Secretary shall allow each facility to resume intake in a manner that clears intake backlog as soon as feasible.
- 9) Executive Order N-39-20:
- a. Paragraph 1. Any facility operating under a waiver pursuant to this provision, memorialized in an All Facilities Letter, may operate pursuant to such a waiver through the stated expiration in the All Facilities Letter or September 30, 2021, whichever occurs first;
 - b. Paragraph 4; and
 - c. Paragraph 7. The leases or agreements executed pursuant to this provision shall remain valid in accordance with the term of the agreement.
- 10) Executive Order N-40-20:
- a. Paragraph 1. For rulemakings published in the California Regulatory Notice Register pursuant to Government Code section 11346.4(a)(5) prior to June 30, 2021, the deadlines in the aforementioned order shall remain extended in accordance with the order;
 - b. Paragraph 2 (as extended and clarified by N-66-20, Paragraph 12, and N-71-20, Paragraph 10). Notwithstanding the expiration of this provision, state employees subject to these training requirements shall receive the benefit of the 120-day extension granted by the aforementioned orders. All required training due on or before June 30, 2021 must be completed within 120 days of the statutorily prescribed due date;
 - c. Paragraph 7 (as extended and clarified by N-66-20, Paragraph 13 and N-71-20, Paragraph 11). With regard to appeals received on or before June 30, 2021, the State Personnel Board shall be entitled to the extension in the aforementioned order to render its decision;
 - d. Paragraph 8. To the extent the deadlines specified in Government Code section 22844 and California Code of Regulations, title 2, sections 599.517 and 599.518 fell on a date on or before June 30, 2021 absent the extension, they shall expire pursuant to the timeframes specified in the aforementioned orders;
 - e. Paragraph 16;
 - f. Paragraph 17; and
 - g. Paragraph 20.
- 11) Executive Order N-45-20:
- a. Paragraph 4;
 - b. Paragraph 8;
 - c. Paragraph 9; and

- d. Paragraph 12. For vacancies occurring prior to June 30, 2021, the deadline to fill the vacancy shall remain extended for the time period in the aforementioned order.

12) Executive Order N-46-20:

- a. Paragraph 1; and
- b. Paragraph 2.

13) Executive Order N-47-20:

- a. Paragraph 2; and
- b. Paragraph 3.

14) Executive Order N-48-20, Paragraph 2 (which clarified the scope of N-34-20).

15) Executive Order N-49-20:

- a. Paragraph 1;
- b. Paragraph 3. For determinations made on or before June 30, 2021, the discharge date shall be within 14 days of the Board's determination; and
- c. Paragraph 4.

16) Executive Order N-50-20, Paragraph 2.

17) Executive Order N-52-20:

- a. Paragraph 6;
- b. Paragraph 7. To the extent an individual has commenced a training program prior to June 30, 2021, that was interrupted by COVID-19, that individual shall be entitled to the extended timeframe in the aforementioned order; and
- c. Paragraph 14; and
- d. Paragraph 16.

18) Executive Order N-53-20:

- a. Paragraph 3;
- b. Paragraph 12 (as extended or modified by N-69-20, Paragraph 10, and N-71-20, Paragraph 27); and
- c. Paragraph 13 (as extended or modified by N-69-20, Paragraph 11, and N-71-20, Paragraph 28).

19) Executive Order N-54-20, Paragraph 7. To the extent the date governing the expiration of registration of vehicles previously registered in a foreign jurisdiction falls on or before June 30, 2021, the deadline is extended pursuant to the aforementioned orders.

20) Executive Order N-55-20:

- a. Paragraph 1. Statutory deadlines related to cost reports, change in scope of service requests, and reconciliation requests occurring on

or before June 30, 2021 shall remain subject to the extended deadline in the aforementioned order;

- b. Paragraph 4;
- c. Paragraph 5;
- d. Paragraph 6;
- e. Paragraph 8;
- f. Paragraph 9;
- g. Paragraph 10;
- h. Paragraph 13;
- i. Paragraph 14. Statutory deadlines related to beneficiary risk assessments occurring on or before June 30, 2021 shall remain subject to the extended deadline in the aforementioned order; and
- j. Paragraph 16. Deadlines for fee-for-service providers to submit information required for a Medical Exemption Request extended on or before June 30, 2021 shall remain subject to the extended deadline granted under the aforementioned order.

21) Executive Order N-56-20:

- a. Paragraph 1;
- b. Paragraph 6;
- c. Paragraph 7;
- d. Paragraph 8;
- e. Paragraph 9; and
- f. Paragraph 11.

22) Executive Order N-59-20, Paragraph 6.

23) Executive Order N-61-20:

- a. Paragraph 1;
- b. Paragraph 2;
- c. Paragraph 3; and
- d. Paragraph 4.

24) Executive Order N-63-20:

- a. Paragraph 8(a) (as extended by N-71-20, Paragraph 40). The deadlines related to reports by the Division of Occupational Safety and Health (Cal/OSHA) and the Occupational Safety & Health Standards Board on proposed standards or variances due on or before June 30, 2021 shall remain subject to the extended timeframe;
- b. Paragraph 8(c). To the extent the date upon which the Administrative Director must act upon Medical Provider Network applications or requests for modifications or reapprovals falls on or before June 30, 2021 absent the extension in the aforementioned order, it shall remain subject to the extended timeframe;
- c. Paragraph 8(e). To the extent filing deadlines for a Return-to-Work Supplement appeal and any reply or responsive papers fall on or before June 30, 2021, absent the extension in the aforementioned order, they shall remain subject to the extended timeframe;
- d. Paragraph 9(a) (as extended and modified by N-71-20, Paragraph 39). Any deadline setting the time for the Labor Commissioner to

issue any citation under the Labor Code, including a civil wage and penalty assessment pursuant to Labor Code section 1741, that, absent the aforementioned order, would have occurred or would occur between May 7, 2020 and September 29, 2021 shall be extended to September 30, 2021. Any such deadline that, absent the aforementioned order, would occur after September 29, 2021 shall be effective based on the timeframe in existence before the aforementioned order;

- e. Paragraph 9(b) (as extended and modified by N-71-20, Paragraph 41);
- f. Paragraph 9(c) (as extended and modified by N-71-20, Paragraph 39). Any deadline setting the time for a worker to file complaints and initiate proceedings with the Labor Commissioner pursuant to Labor Code sections 98, 98.7, 1700.44, and 2673.1, that, absent the aforementioned order, would have occurred or would occur between May 7, 2020 and September 29, 2021 shall be extended to September 30, 2021. Any such deadline that, absent the aforementioned order, would occur after September 29, 2021 shall be effective based on the timeframe in existence before the aforementioned order;
- g. Paragraph 9(d) (as extended and modified by N-71-20, Paragraph 39). Any deadline setting the time for Cal/OSHA to issue citations pursuant to Labor Code section 6317, that, absent the aforementioned order, would have occurred or would occur between May 7, 2020 and September 29, 2021 shall be extended to September 30, 2021. Any such deadline that, absent the aforementioned order, would occur after September 29, 2021 shall be effective based on the timeframe in existence before the aforementioned order;
- h. Paragraph 9(e) (as extended and modified by N-71-20, Paragraph 41);
- i. Paragraph 10;
- j. Paragraph 12. Any peace officer reemployed on or before June 30, 2021 pursuant to the aforementioned order shall be entitled to the extended reemployment period set forth in the order;
- k. Paragraph 13;
- l. Paragraph 14; and
- m. Paragraph 15 (as extended by N-71-20, Paragraph 36).

25) Executive Order N-65-20:

- a. Paragraph 5 (as extended by N-71-20, Paragraph 35; N-80-20, Paragraph 4; and N-01-21). Identification cards issued under Health and Safety Code section 11362.71 that would otherwise have expired absent the aforementioned extension between March 4, 2020 and June 30, 2021 shall expire on December 31, 2021; and
- b. Paragraph 7.

26) Executive Order N-66-20:

- a. Paragraph 3;
- b. Paragraph 4; and
- c. Paragraph 5.

27) Executive Order N-68-20:

- a. Paragraph 1. Notwithstanding the expiration of the aforementioned order, temporary licenses granted on or before June 30, 2021 shall be valid through September 30, 2021; and
- b. Paragraph 2. Renewal fee payments otherwise due to the to the California Department of Public Health absent the extension in the aforementioned order on or before June 30, 2021, shall be entitled to the extensions of time set forth in the aforementioned order.

28) Executive Order N-71-20:

- a. Paragraph 1;
- b. Paragraph 4;
- c. Paragraph 16. Where the statutory deadline for opening or completing investigations is set to occur on or before June 30, 2021, the deadline shall remain subject to the extension in the aforementioned order; and
- d. Paragraph 17. Where the statutory deadline for serving a notice of adverse action is due on or before June 30, 2021, the deadline shall remain subject to the extension in the aforementioned order.

29) Executive Order N-75-20:

- a. Paragraph 7. Children placed in foster care on or before June 30, 2021 shall receive such examinations on or before July 31, 2021;
- b. Paragraph 8;
- c. Paragraph 9;
- d. Paragraph 10. Any facility operating under a waiver pursuant to this provision may operate pursuant to such a waiver through the expiration as set forth by the California Department of Public Health, or September 30, 2021, whichever occurs first; and
- e. Paragraph 13.

30) Executive Order N-76-20, Paragraph 3.

31) Executive Order N-77-20:

- a. Paragraph 1;
- b. Paragraph 2; and
- c. Paragraph 3.

32) Executive Order N-78-20 (as extended and modified by N-03-21):

- a. Paragraph 1; and
- b. Paragraph 2.

33) Executive Order N-83-20:

- a. Paragraph 3. To the extent the Director of the Department of Alcoholic Beverage Control suspends deadlines for renewing licenses upon payment of annual fees on or before June 30, 2021, the extension shall remain valid until the effective expiration;

- b. Paragraph 5 (which repealed and replaced N-71-20, Paragraph 19, which extended N-52-20, Paragraph 1, and N-69-20, Paragraph 3);
- c. Paragraph 6 (which repealed and replaced N-71-20, Paragraph 20, which extended N-52-20, Paragraph 2, and N-69-20, Paragraph 4); and
- d. Paragraph 7 (which repealed and replaced N-71-20, Paragraph 21, which extended N-52-20, Paragraph 3, and N-69-20, Paragraph 5).

34) Executive Order N-84-20:

- a. Paragraph 1;
- b. Paragraph 2;
- c. Paragraph 3; and
- d. Paragraph 5.

The following provisions shall remain in place and shall have full force and effect through July 31, 2021, upon which time they will expire subject to individual conditions described in the enumerated paragraphs below.

35) Executive Order N-39-20, Paragraph 8 (as extended by N-69-20, Paragraph 2 and N-71-20, Paragraph 8).

36) Executive Order N-53-20, Paragraph 11 (as extended or modified by N-68-20, Paragraph 15, and N-71-20, Paragraph 26).

37) Executive Order N-71-20, Paragraph 25.

38) Executive Order N-75-20:

- a. Paragraph 5; and
- b. Paragraph 6

The following provisions shall remain in place and shall have full force and effect through September 30, 2021, upon which time they will expire subject to individual conditions described in the enumerated paragraphs below.

39) State of Emergency Proclamation dated March 4, 2020:

- a. Paragraph 3; and
- b. Paragraph 14. Any facility operating under a waiver pursuant to this provision may operate pursuant to such a waiver through the expiration as set forth by the Department of Social Services, or September 30, 2021, whichever occurs first.

40) Executive Order N-25-20:

- a. Paragraph 2;
- b. Paragraph 3; and
- c. Paragraph 4.

41) Executive Order N-28-20:

- a. Paragraph 4; and
- b. Paragraph 5.

42) Executive Order N-29-20, Paragraph 3, is withdrawn and replaced by the following text:

Notwithstanding any other provision of state or local law (including, but not limited to, the Bagley-Keene Act or the Brown Act), and subject to the notice and accessibility requirements set forth below, a local legislative body or state body is authorized to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body or state body. All requirements in both the Bagley-Keene Act and the Brown Act expressly or impliedly requiring the physical presence of members, the clerk or other personnel of the body, or of the public as a condition of participation in or quorum for a public meeting are hereby waived.

In particular, any otherwise-applicable requirements that

- (i) state and local bodies notice each teleconference location from which a member will be participating in a public meeting;
- (ii) each teleconference location be accessible to the public;
- (iii) members of the public may address the body at each teleconference conference location;
- (iv) state and local bodies post agendas at all teleconference locations;
- (v) at least one member of the state body be physically present at the location specified in the notice of the meeting; and
- (vi) during teleconference meetings, a least a quorum of the members of the local body participate from locations within the boundaries of the territory over which the local body exercises jurisdiction

are hereby suspended.

A local legislative body or state body that holds a meeting via teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically, consistent with the notice and accessibility requirements set forth below, shall have satisfied any requirement that the body allow members of the public to attend the meeting and offer public comment. Such a body need not make available any physical location from which members of the public may observe the meeting and offer public comment.

Accessibility Requirements: If a local legislative body or state body holds a meeting via teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically, the body shall also:

- (i) Implement a procedure for receiving and swiftly resolving requests for reasonable modification or accommodation from individuals with disabilities, consistent with the Americans with Disabilities Act and resolving any doubt whatsoever in favor of accessibility; and
- (ii) Advertise that procedure each time notice is given of the means by which members of the public may observe the meeting and offer public comment, pursuant to subparagraph (ii) of the Notice Requirements below.

Notice Requirements: Except to the extent this Order expressly provides otherwise, each local legislative body and state body shall:

- (i) Give advance notice of the time of, and post the agenda for, each public meeting according to the timeframes otherwise prescribed by the Bagley-Keene Act or the Brown Act, and using the means otherwise prescribed by the Bagley-Keene Act or the Brown Act, as applicable; and
- (ii) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in such means of public observation and comment, or any instance prior to the issuance of this Order in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of such means, a body may satisfy this requirement by advertising such means using "the most rapid means of communication available at the time" within the meaning of Government Code, section 54954, subdivision (e); this shall include, but need not be limited to, posting such means on the body's Internet website.

All of the foregoing provisions concerning the conduct of public meetings shall apply through September 30, 2021.

43) Executive Order N-32-20:

- a. Paragraph 1;
- b. Paragraph 2; and
- c. Paragraph 3.

44) Executive Order N-35-20:

- a. Paragraph 2; and
- b. Paragraph 12.

45) Executive Order N-39-20:

- a. Paragraph 2;
- b. Paragraph 3; and
- c. Paragraph 6.

46) Executive Order N-40-20:

- a. Paragraph 12 (as extended or modified by N-66-20, paragraph 16, N-71-20, paragraph 14, and N-75-20, Paragraph 12). To the extent the Director exercised their authority pursuant to this provision on or before September 30, 2021, the extension shall remain valid until the effective expiration of the applicable waiver; and
- b. Paragraph 18.

47) Executive Order N-42-20.

48) Executive Order N-43-20.

49) Executive Order N-49-20, Paragraph 2.

50) Executive Order N-54-20:

- a. Paragraph 8 (as extended by N-80-20, Paragraph 6); and
- b. Paragraph 9. To the extent any timeframe within which a California Native American tribe must request consultation and the lead agency must begin the consultation process relating to an Environmental Impact Report, Negative Declaration, or Mitigated Negative Declaration under the California Environmental Quality Act extends beyond September 30, 2021, the tribe and lead agency will receive the benefit of the extension so long as the triggering event occurred on or before September 30, 2021.

51) Executive Order N-55-20:

- a. Paragraph 2;
- b. Paragraph 3;
- c. Paragraph 7. All on-site licensing visits which would have been due on or before September 30, 2021 shall occur before December 31, 2021;
- d. Paragraph 11; and
- e. Paragraph 12.

52) Executive Order N-56-20, Paragraph 10 is withdrawn and superseded by the following text:

Paragraph 42 of this Order, including the conditions specified therein, shall apply to meetings held pursuant to Article 3 of Chapter 2 of Part 21 of Division 3 of Title 2 of the Education Code and Education Code section 47604.1 (b).

53) Executive Order N-58-20 (as extended by N-71-20, Paragraph 29).

54) Executive Order N-59-20:

- a. Paragraph 1. The sworn statement or verbal attestation of pregnancy must be submitted on or before September 30, 2021 and medical verification of pregnancy must be submitted within 30

working days following submittal of the sworn statement or verbal attestation for benefits to continue;

- b. Paragraph 2 (as extended and modified by N-69-20, Paragraph 14, and N-71-20, Paragraph 31);
- c. Paragraph 3 (as extended and modified by N-69-20, Paragraph 15, and N-71-20, Paragraph 32); and
- d. Paragraph 4 (as extended and modified by N-69-20, Paragraph 16, and N-71-20, Paragraph 33).

55) Executive Order N-63-20:

- a. Paragraph 8(b). To the extent filing deadlines for claims and liens fall on or before September 30, 2021, absent the extension in the aforementioned order, they shall remain subject to the extended timeframe; and
- b. Paragraph 11.

56) Executive Order N-66-20, Paragraph 6.

57) Executive Order N-71-20:

- a. Paragraph 15;
- b. Paragraph 22; and
- c. Paragraph 23.

58) Executive Order N-75-20:

- a. Paragraph 1;
- b. Paragraph 2; and
- c. Paragraph 4.

59) Executive Order N-80-20:

- a. Paragraph 3; and
- b. Paragraph 7.

60) Executive Order N-83-20

- a. Paragraph 2 is withdrawn and replaced by the following text:

The deadline to pay annual fees, including any installment payments, currently due or that will become due during the proclaimed emergency, as specified in Business and Professions Code sections 19942, 19951, 19954, 19955, 19984, and any accompanying regulations is September 30, 2021; the deadlines for submission of any application or deposit fee, as specified in Business and Professions Code sections 19951 (a), 19867, 19868, 19876, 19877, 19942, 19984, and any accompanying regulations is no later than September 30, 2021, or per existing requirements, whichever date is later.

- b. Paragraph 4.

61) Executive Order N-03-21, Paragraph 3, is withdrawn and replaced by the following text:

As applied to commercial evictions only, the timeframe for the protections set forth in Paragraph 2 of Executive Order N-28-20 (and extended by Paragraph 21 of Executive Order N-66-20, Paragraph 3 of Executive Order N-71-20, and Paragraph 2 of Executive Order N-80-20) is extended through September 30, 2021.

IT IS FURTHER ORDERED that, as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 11th day of June 2021.



GAVIN NEWSOM
Governor of California

ATTEST:

SHIRLEY N. WEBER, PH.D.
Secretary of State



June 24, 2021

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

Subject: Authorization for two staff members to attend the 2021 Allegiant Airport Conference to be held September 28-30, 2021, in Las Vegas, NV.

Summary

Allegiant Air presents a yearly review to airports it serves in Las Vegas, NV. Allegiant Air will meet with District staff to discuss current service and provide staff with direction to improve and maintain air service.

Budget

		Attendees	Days	Rate	Total
Fees:	Registration	2		\$235.00	\$470.00
	Flight	2		\$197.00	\$394.00
	Lodging	2	5	\$198.00	\$1,980.00
	Transportation				\$60.00
	Meals	2	5	\$60.00	\$600.00
	Total:				\$3,504.00

Overall Impact:

Proposed 2021-2022 Budget for Business Travel	\$83,660.00
Previously Approved Business Travel	\$18,521.00
Current Balance for Business Travel	\$65,139.00
Amount of this Request	\$3,504.00
Balance Remaining if Approved	\$61,635.00

Recommendation

Staff recommends the board authorize this travel to maintain and improve air service.

Please let me know if you have any questions.

Sincerely,

Chris Hastert, CM
General Manager



June 24, 2021

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

Subject: Authorization for one individual to attend the CSDA annual conference and exhibitor showcase to be held August 30-September 2, 2021, in Monterey, CA.

Summary

This conference provides education and network opportunities for Special Districts across the state of California. Providing strategies and innovative ideas

Budget

		Attendees	Days	Rate	Total
Fees:	Registration	1		\$625.00	\$625.00
	Flight				\$0.00
	Lodging	1	3	\$214.00	\$642.00
	Transportation	1		\$202.00	\$202.00
	Meals	1	5	\$60.00	\$300.00
	Total:				\$1,769.00

Overall Impact:

Proposed 2021-2022 Budget for Business Travel	\$83,660.00
Previously Approved Business Travel	\$22,025.00
Current Balance for Business Travel	\$61,635.00
Amount of this Request	\$1,769.00
Balance Remaining if Approved	\$59,866.00

Recommendation

Staff recognizes the benefits received from participating in the local CSDA Chapter and wishes to extend this participation to a state level. Staff recommends attending this conference to expand participation.

Please let me know if you have any questions.

Sincerely,

Chris Hastert, CM
General Manager