



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

Thursday  
October 14, 2021

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

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

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

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

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

- 1. MINUTES OF THE REGULAR MEETING HELD September 23, 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**
- 4. MANAGER OF FINANCE & ADMINISTRATION REPORT**
  - a) Demand Register**
- 5. DISTRICT COUNSEL'S REPORT. (Joshua George and Natalie Frye Laacke)**

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

Please raise your hand in the following ways:

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

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

7. **PRESENTATION BY COOPERATIVE STRATEGIES ON ASSESSMENT OF VOTING AREAS BASED ON 2020 CENSUS.**
8. **AUTHORIZATION FOR DISTRICT COUNSEL TO PROCEED WITH ADDITIONAL WORK UNDER THE CONTRACT WITH COOPERATIVE STRATEGIES TO ADJUST VOTING AREAS BASED ON THE 2020 CENSUS DATA.**
9. **RESOLUTION 901. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM’S ORDER DATED MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT FOR THE PERIOD OF OCTOBER 14, 2021, TO NOVEMBER 13, 2021, PURSUANT TO BROWN ACT PROVISIONS.**
10. **DISCUSSION AND DIRECTION TO STAFF REGARDING ESTABLISHING FEE FOR HANGAR TENANTS HOUSING NON-AIRWORTHY AIRCRAFT IN DISTRICT OWNED HANGARS.**
11. **AUTHORIZATION FOR THE GENERAL MANAGER, ONE DIRECTOR AND DISTRICT COUNSEL TO ATTEND THE ROLE OF THE AIRPORT ATTORNEY WORKSHOP TO BE HELD JANUARY 22, 2022, IN MONTEREY, CA.**
12. **AUTHORIZATION FOR THREE STAFF MEMBERS AND ONE DIRECTOR TO ATTEND THE 2022 S.W.A.A.E. WINTER CONFERENCE TO BE HELD JANUARY 23-26, 2022, IN MONTEREY, CA.**
13. **AUTHORIZATION FOR THE GENERAL MANAGER AND TWO AIR SHOW COMMITTEE MEMBERS TO ATTEND THE INTERNATIONAL COUNCIL OF AIR SHOWS TO BE HELD DECEMBER 6-9, 2021, IN LAS VEGAS, NV.**
14. **AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE A PERMIT BETWEEN THE DISTRICT AND SO CAL GAS.**

15. **CLOSED SESSION.** The Board will hold a Closed Session to discuss the following item(s):
  - a) **Conference with Real Property Negotiators (Chris Hastert, Tom Ross, and District Counsel) Re: APN 111-231-09, APN 111-231-11, AND APN 111-231-17 (Gov. Code Section 54956.8)**
  - b) **Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-SMPAD v. Baskett, Santa Barbara Superior Court Case No. 20CV04444.**
  - c) **Significant exposure to litigation pursuant to Gov. Code Section 54956.9(b): One Case**
16. **DIRECTORS' COMMENTS.**
17. **ADJOURNMENT.**

MINUTES OF THE REGULAR BOARD  
MEETING OF THE BOARD OF DIRECTORS  
OF THE SANTA MARIA PUBLIC AIRPORT  
DISTRICT HELD SEPTEMBER 23, 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, Adams and Baskett. General Manager Hastert, Manager of Finance & Administration Reade, and District Counsel George.

1. MINUTES OF THE REGULAR MEETING HELD September 9, 2021. Director Baskett made a Motion to approve the minutes of the regular meeting held September 9, 2021. Director Rafferty Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty, Adams and Baskett voted "Yes".
2. COMMITTEE REPORT(S):
  - a) AVIATION SUPPORT & PLANNING (Standing or Ad Hoc) – The committee met to discuss item 7 on this agenda.
  - b) ADMINISTRATION & FINANCIAL (Standing or Ad Hoc) – No meeting scheduled.
  - c) MARKETING & PROMOTIONS (Standing or Ad Hoc) – No meeting scheduled.
  - d) CITY & COUNTY LIAISON – No meeting scheduled.
  - e) STATE & FEDERAL LIAISON – No meeting scheduled.
  - f) VANDENBERG LIAISON – No meeting scheduled.
  - g) BUSINESS PARK COMMITTEE (Ad Hoc) – The committee met with a local business to look at property.
3. GENERAL MANAGER'S REPORT. Mr. Hastert updated the Board on noise complaints received, the installation of new cameras and a Customs update. He informed them of meetings he will be attending including the ACA Conference, Allegiant Conference, and the EDC meeting.

The Manager of Finance & Administration presented the Demand Register to the Board for review and approval.

  - a) Demand Register. The Demand Register, covering warrants 069452 through 069507 in the amount of \$722,270.91 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, Adams and Baskett voted "Yes".
  - b) Financial Statements. Received and filed.
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. Discussion and direction to staff regarding hangar rates for tenants housing non-airworthy aircraft in District hangars. Discussion was held and direction was given to meet at the committee level and bring back to the full Board with more details. A few members of the public voiced their concerns during public comment.

Michael Holtsclaw strongly opposed the price increase stating this policy could be discriminatory and might eliminate drones. It could deny aircraft builders an opportunity. He would also like to know who determines airworthiness.

Scott & Kim Huntington stated, if properly implemented, the price increase could increase pilot activity at the airport. They did have questions regarding the definition of airworthiness asked for stipulations to be placed in the policy.

Jordan H. stated his concerns regarding UAS. He does believe they use the airport and should not be considered for the price increase. He was also concerned about the cost of implementation and the burden on tenants.

The Board members weighed in after public comment. Director Adams opposed the price increase.

Director Engel wants to look into the options further.

Director Rafferty stated we didn’t have enough information to make an informed decision at this time but would like to proceed with obtaining more for the next meeting.

Director Baskett opposed the price increase and would like to build more owner build hangars.

8. Authorization for the President and Secretary to execute the Sixteenth Amendment of Service Agreement between the District and Raymond L. Heath. Director Rafferty made a Motion to approve. Director Adams Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty, Adams and Baskett voted “Yes”.
9. Discussion and direction to staff regarding Central Coast AirFest. Discussion was held and direction was given to move forward with the planning for 2022. Two members of

the public voiced their opinions during public comment to show support of bringing the show back.

Michael Holtsclaw stated Air Shows piques interest in aviation in young people.

Tom Ross supports the continuation of the annual event.

10. Discussion and direction to staff regarding 2020 Census data and redistricting efforts. District Counsel summarized and notified the Board the demographer would be available at the next meeting.
11. Authorization for the President and Secretary to execute a Service Agreement between the District and SCS Engineers for the supplemental PFAS investigation. Director Rafferty made a Motion to approve. Director Baskett Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty, Adams and Baskett voted "Yes".
12. Resolution 900. A Resolution of the Board of Directors of the Santa Maria Public Airport District proclaiming a local emergency persists, re-ratifying the proclamation of a state of emergency b AB 361 – September 16, 2021, and re-authorizing remote teleconference meetings of the legislative bodies of the Santa Maria Public Airport District for the period September 23, 2021, through October 23, 2021, pursuant to Brown Act provisions. Director Baskett made a Motion to approve. Director Engel Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty, Adams and Baskett voted "Yes".
13. Authorization for tuition reimbursement for one staff member. Director Rafferty made a Motion to approve. Director Adams Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty, Adams and Baskett voted "Yes".
14. CLOSED SESSION. At 8:08 p.m. the Board went into Closed Session to discuss the following item(s):
  - a) Conference with Real Property Negotiators (Chris Hastert, Tom Ross, and District Counsel) Re: APN 111-231-09, APN 111-231-11, APN 111-231-17, APN 111-291-033 (Gov. Code Section 54956.8)
  - b) Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-SMPAD v. 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 8:23 p.m., the Board and staff reconvened to Open Public Session.

There were no reportable actions.

15. DIRECTORS' COMMENTS: Directors Rafferty and Adams had no comment.

Director Engel supports the Air Show but would like to be kept apprised of changes. He would like to see Allan Hancock College start an aviation program.

Director Baskett asked for an update on any recent reports of crime on airport property. Mr. Hastert notified him there were none

Director Brown thanked the public for their participation and comments.

16. ADJOURNMENT. President Brown asked for a Motion to adjourn to a Regular Meeting to be held on October 14, 2021, at 7:00 p.m. via a virtual meeting. Director Rafferty made that Motion, Director Engel Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty, Adams and Baskett voted "Yes".

#### ORDER OF ADJOURNMENT

This Regular Meeting of the Board of Directors of the Santa Maria Public Airport District is hereby adjourned at 8:26 p.m. on September 23, 2021.

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Steve Brown, President

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Hugh Rafferty, Secretary

2021-2022

**DEMAND REGISTER  
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand, numbers 069508 to 069554 and electronic payments on Pacific Premier Bank and in the total amount of \$185,821.15.

\_\_\_\_\_  
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 069508 to 069554 and electronic payments on Pacific Premier Bank in the total amount of \$185,821.15 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 OCTOBER 14, 2021.

\_\_\_\_\_  
HUGH RAFFERTY  
SECRETARY



**Santa Maria Public Airport District**

**Demand Register**

Check Number	Check Date	Vendor Name	Check Amount	Description
* 069508	9/24/2021	Aflac	277.56	Voluntary Ins. - Employee
* 069509	9/24/2021	AT&T	185.13	Phone Service
* 069510	9/24/2021	Bartlett, Pringle & Wolf	658.00	Computer Support
* 069511	9/24/2021	Boyer's Diesel	400.00	Heavy Equipment Maint.
* 069512	9/24/2021	Central City Tool Supply, Inc.	59.75	Small Tools
* 069513	9/24/2021	City of Santa Maria	426.52	Construction Meter Fees
* 069514	9/24/2021	City of Santa Maria-Util Div	7,554.79	Utilities - Water
* 069515	9/24/2021	Clark Pest Control	899.00	Weed/Vector Control
* 069516	9/24/2021	Costco Wholesale Membership	180.00	Costco Membership Renewal
* 069517	9/24/2021	Emergency Repair Door Service	290.00	Maintenance - Terminal
* 069518	9/24/2021	Frontier Communications	611.19	Telephone Service
* 069519	9/24/2021	Grainger	48.43	Shop Supplies
* 069520	9/24/2021	J B Dewar, Inc	539.80	Fuel Expense - Gas/Diesel
* 069521	9/24/2021	J.D. Humann Landscape Contr.	221.92	Landscaping - Terminal
* 069522	9/24/2021	Keylock Security Specialists	110.00	Maintenance - Gates
* 069523	9/24/2021	Limotta Internet Technologies	3,637.50	Computer Support Services
* 069524	9/24/2021	McMasters and Carr	288.74	Shop Supplies
* 069525	9/24/2021	Mission Uniform Service	161.75	Uniform Service
* 069526	9/24/2021	Quadient	\$403.63	Copier
* 069527	9/24/2021	Osborn, Carla	\$1,346.00	Education - Tuition Reimbursement
* 069528	9/24/2021	Outdoor Supply Hardware	\$452.19	Build. Maint. - Terminal
* 069529	9/24/2021	Principal Financial Group	\$3,423.26	Employee Health Insurance
* 069530	9/24/2021	ProDIGIQ, Inc	\$45,120.00	Annual Maintenance
* 069531	9/24/2021	ROKLIN Systems Incorporated	\$1,997.74	FloMix - 5 gallon kit
* 069532	9/24/2021	RRM Design Group	\$1,045.00	Consulting Service
* 069533	9/24/2021	Sherwin-Williams	\$128.51	Build. Maint. - Terminal
* 069534	9/24/2021	S Lombardi & Assoc., Inc.	\$1,112.65	Airport Advertising

**Santa Maria Public Airport District**

**Demand Register**

Check Number	Check Date	Vendor Name	Check Amount	Description
* 069535	9/24/2021	Transport Refrig. & Diesel	\$192.40	Vehicle Maintenance
* 069536	9/24/2021	Zee Medical Service Company	\$255.74	First Aid Supplies
069537-069545			Checks Voided	
* 069546	9/29/2021	Airflow Filter Service, Inc.	\$164.25	ARFF Service
* 069547	9/29/2021	Coastal Tree Service	\$1,860.00	Landscaping - Contingencies
* 069548	9/29/2021	Collective Communications LLC	\$3,750.00	Consulting Services
* 069549	9/29/2021	Fedak & Brown LLP	\$8,700.00	Annual Audit
* 069550	9/29/2021	Frontier Communications	\$210.54	Telephone Service
* 069551	9/29/2021	Heath, Ray	\$3,575.20	Consulting Service
* 069552	9/29/2021	Mission Uniform Service	\$165.91	Uniform Service
* 069553	9/29/2021	Napa Auto Parts	\$153.88	Auto Parts
* 069554	9/29/2021	Outdoor Supply Hardware	\$19.97	Small Tools
Subtotal			<u>\$90,626.95</u>	
ACH	9/24/2021	Pacific Premier Bank	\$835.00	Credit Card Fees
ACH	9/27/2021	Umpqua Bank	\$8,654.41	Business Travel, Shop Supplies,
ACH	9/28/2021	CalPers	\$5,478.10	Employee Retirement
ACH	9/29/2021	Mass Mutual	\$4,328.14	Employee Paid Retirement
ACH	9/30/2021	Paychex	\$25,487.97	Payroll
ACH	9/30/2021	PG&E	\$10,055.82	Terminal/Admin/Hangar Electricity
ACH	10/1/2021	CalPers	\$12,931.83	Health Insurance
ACH	10/1/2021	Paychex	\$190.12	Paychex Invoice
ACH	10/1/2021	Paychex	\$5,397.41	Payroll Taxes
ACH	10/4/2021	Ready Refresh	\$283.42	Water Delivery
ACH	10/4/2021	Xerox	\$536.53	Copier
ACH	10/4/2021	Pacific Premier Bank	\$926.65	Credit Card Fees

**Santa Maria Public Airport District**

**Demand Register**

Check Number	Check Date	Vendor Name	Check Amount	Description
ACH	10/12/2021	Umpqua Bank	\$764.99	Credit Card Fees
ACH	10/12/2021	CalPers	\$5,587.45	Employee Retirement
ACH	10/12/2021	CalPers	\$13,696.37	Health Insurance
ACH	10/13/2021	Pacific Premier Bank	\$39.99	Bank Fees - Analysis Activity

Subtotal

\$95,194.20

Total

\$185,821.15

**RESOLUTION NO. 901**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM'S ORDER DATED MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT FOR THE PERIOD OF OCTOBER 14, 2021 TO NOVEMBER 13, 2021 PURSUANT TO BROWN ACT PROVISIONS**

**Recitals**

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

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

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

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

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

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

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

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

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

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

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

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

1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and COVID-19 has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District.
3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.
4. Remote Teleconference Meetings. The General Manager and Staff of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.
5. Effective Date of Resolution. This Resolution shall take effect on October 14, 2021, and shall be effective until the earlier of (i) November 13, 2021, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**ADOPTED** by the Board of Directors of the Santa Maria Public Airport District on October 14, 2021, by the following roll call votes:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

Dated: October 14, 2021

SANTA MARIA PUBLIC AIRPORT DISTRICT

Approved as to content for District:

\_\_\_\_\_

General Manager

By: \_\_\_\_\_

Steve Brown, President

Approved as to form for District:

By: \_\_\_\_\_

Hugh Rafferty, Secretary

\_\_\_\_\_

District Counsel



October 14, 2021

**Item 10**  
10/14/2021

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

Subject: Non-Airworthy Aircraft Additional Fee for Hangar Space

**Recommendation:**

The Aviation Support and Planning Committee proposes an additional fee be assessed at the partial rate increase of 25% over regular rates for District Hangar space beginning July 2022, increasing to a total of 50% over regular rates on July,1 2023.

**Discussion:**

The Aviation Support and Planning Committee members attended the SWAAAE conference session regarding alternate revenue sources to assist the airport due to decreased operations during the pandemic. At that session, two Northern California Airports were referenced in a presentation as charging a fee for the storage of non-airworthy aircraft. This new practice was thought to address the lack of use of airport services by supplementing the missing support normally gained through full flowage or support of the local on-air businesses.

The average size T-hangar is approximately 1,000 sqft and rents for \$232/month or \$0.23/sqft/mo. Under this proposed fee, rent for the same hangar with a non-airworthy aircraft would increase by 25% up to \$290 on July 2022. Under this proposed fee, rent for the same hangar with a non-airworthy aircraft would increase by 50% up to \$348 on July 2023. For comparison, a large indoor storage unit a measuring only 285 sqft adjacent to the airport rents for over \$299, or \$1.02/sqft, which would be the equivalent of \$1020/ month.

The terminology of “airworthy” and how it applies to experimental aircraft was raised as a concern at the previous meeting. For the purpose of the proposed fee, staff recommends utilizing the terminology used by the Salinas airport which relies on Part § 91.409 Inspections Records which states:

CFR Part § 91.409 Inspections

For the purposes of the Non-Airworthy Aircraft Fee, an aircraft will be considered non-airworthy if it does not meet the conditions of § 91.409, Inspections. § 91.409 Inspections reads as follows:

- (a) Except as provided in paragraph (c) of this section, no person may operate an aircraft unless, within the preceding 12 calendar months, it has had -
  - (1) An annual inspection in accordance with part 43 of this chapter and has been approved for return to service by a person authorized by § 43.7 of this chapter; or
  - (2) An inspection for the issuance of an airworthiness certificate in accordance with part 21 of this chapter.

Tenants must provide evidence that the aircraft listed on the Hangar Lease meets the conditions of Part § 91.409. The following options are acceptable records that meet the intent of the Non-Airworthy Aircraft Fee:

- Copy of the Aircraft Maintenance Logbook entry that indicates current airworthy status (annual inspection); or
- Annual Inspection Receipt or an invoice from aircraft maintenance shop or inspector that includes the Aircraft Registration Number; or
- Other means that meets the intent of the Non-Airworthy Aircraft Fee, including condition inspections for experimental aircraft.

In the case of experimental aircraft, they are specifically excluded from section (a) and (b) of 91.409, however a condition inspection is the equivalent of an "annual" for a type certificated aircraft. Although FAR Part 91.409(c)(1) specifically states that experimental aircraft do not require annual inspections, the operating limitations on a homebuilt will include the following (or something similar):

No person shall operate this aircraft unless within the preceding 12 calendar months it has had a condition inspection performed in accordance with the scope and detail of appendix D to part 43, or other FAA-approved programs, and found to be in a condition for safe operation. This inspection will be recorded in the aircraft maintenance records. Condition inspections shall be recorded in the aircraft maintenance records showing the following or a similarly worded statement: "I certify that this aircraft has been inspected on (insert date) in accordance with the scope and detail of appendix D to part 43 and found to be in a condition for safe operation." The entry will include the aircraft total time in service, and the name, signature, certificate number, and type of certificate held by the person performing the inspection.

Staff believes that the third option of "Other means that meets the intent of the Non-Airworthy Aircraft Fee, including condition inspections for experimental aircraft." allows enough flexibility for staff to administer this fee should it be approved.

Additionally, staff request direction on potential requests to waive the fee upon changed circumstances in a particular aircraft that will be corrected within a set period of time. Staff recommends giving the General Manager the option to evaluate these requests on a case by case basis and authorize up to a six (6) month waiver upon submission of a plan to correct any issues with the aircraft, with the flexibility to further extend for an another period not to exceed a total waiver of twelve (12) months based on demonstrated progress or circumstances that warrant an extension.

Please let me know if you have any questions.

Sincerely,



Chris Hastert, CM  
General Manager





October 14, 2021

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

**Subject:** Authorization for the general manager, one Director and District Counsel to attend the role of the airport attorney workshop to be held January 22, 2022 in Monterey, CA.

**Summary**

The District has participated in this conference in the past and it has always been beneficial.

**Budget**

		Attendees	Days	Rate	Total
Fees:	Registration	3		\$220.00	\$660.00
	Mileage	3		\$202.00	\$606.00
	Lodging	3	1	\$242.00	\$726.00
	Meals	3	1	\$60.00	\$180.00
	<b>Total:</b>				\$2,172.00

**Overall Impact:**

2021-2022 Budget for Business Travel	\$83,660.00
Previously Approved Business Travel	\$11,292.00
Current Balance for Business Travel	\$72,368.00
Amount of this Request	\$2,172.00
Balance Remaining if Approved	\$70,196.00

**Recommendation**

Staff recommends attending this conference as it provides valuable timely information regarding airport and attorney information.

Please let me know if you have any questions.

Sincerely,

Chris Hastert, CM  
 General Manager



October 14, 2021

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

**Subject:** Authorization for three staff members and one director to attend the 2022 SWAAAE. winter conference to be held January 23-26, 2022, in Monterey, CA.

**Summary**

The District has participated in this conference in the past and it has always been beneficial.

**Budget**

		Attendees	Days	Rate	Total
Fees:	Registration	4		\$460.00	\$1,840.00
	Mileage	2		\$202.00	\$404.00
	Lodging	4	4	\$242.00	\$3,872.00
	Meals	4	4	\$60.00	\$960.00
	<b>Total:</b>				\$7,076.00

**Overall Impact:**

2021-2022 Budget for Business Travel	\$83,660.00
Previously Approved Business Travel	\$13,464.00
Current Balance for Business Travel	\$70,196.00
Amount of this Request	\$7,076.00
Balance Remaining if Approved	\$63,120.00

**Recommendation**

Staff recommends attending this conference as it provides valuable timely information affecting airports.

Please let me know if you have any questions.

Sincerely,

Chris Hastert, CM  
 General Manager



October 14, 2021

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

**Subject:** Authorization for the general manager and two air show committee members to attend the International Council of Air Shows to be held December 6-9, 2021, in Las Vegas, NV.

**Summary**

This conference provides the contacts and guidance needed to perform a successful airshow.

**Budget**

		Attendees	Days	Rate	Total
Fees:	Registration	3		\$590.00	\$1,770.00
	Airfare	3		\$130.00	\$390.00
	Transportation				\$120.00
	Lodging	3	5	\$186.00	\$2,790.00
	Meals	3	5	\$60.00	\$900.00
	<b>Total:</b>				\$5,970.00

**Overall Impact:**

2021-2022 Budget for Business Travel	\$83,660.00
Previously Approved Business Travel	\$20,540.00
Current Balance for Business Travel	\$63,120.00
Amount of this Request	\$5,970.00
Balance Remaining if Approved	\$57,150.00

**Recommendation**

Staff recommends attending this conference as it provides information necessary to administer the upcoming airshow in 2022.

Please let me know if you have any questions.

Sincerely,

Chris Hastert, CM  
 General Manager