



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

**Thursday
October 26, 2023**

**Administration Building
Airport Boardroom
6:00 P.M.**

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Moreno, Adams, Baskett, Clayton, Brown

- 1. MINUTES OF THE REGULAR MEETING HELD OCTOBER 12, 2023**
- 2. COMMITTEE REPORT(S):**
 - a) AVIATION SUPPORT & PLANNING (Standing or Ad Hoc)
 - b) ADMINISTRATION & FINANCIAL (Standing or Ad Hoc)
 - c) MARKETING & PROMOTIONS (Standing or Ad Hoc)
 - d) CITY & COUNTY LIAISON
 - e) STATE & FEDERAL LIAISON
 - f) VANDENBERG LIAISON
 - g) BUSINESS PARK COMMITTEE (Ad Hoc)
- 3. GENERAL MANAGER'S REPORT**
- 4. MANAGER OF FINANCE & ADMINISTRATION REPORT**
 - a) Demand Register
 - b) Budget to Actual
 - c) Financial Statements
 - d) Quarterly Investment Report

5. **PUBLIC SESSION:** Statements from the floor will be heard during public session. Request to Speak forms are provided for those wishing to address the board. After completing the form, please give it to the Clerk. Requests requiring board action will be referred to staff and brought on the next appropriate agenda. Members of the public are cordially invited to speak on agenda items as they occur. Staff reports covering agenda items are available for review in the offices of the General Manager on the Tuesday prior to each meeting. The Board will establish a time limit for receipt of testimony. The board reserves the right to establish further time limits for receipt of testimony.
6. **AUTHORIZATION FOR THE GENERAL MANAGER, ONE DIRECTOR AND DISTRICT COUNSEL TO ATTEND THE ROLE OF THE AIRPORT ATTORNEY WORKSHOP TO BE HELD JANUARY 20TH, 2024, IN MONTEREY, CA.**
7. **AUTHORIZATION FOR THE GENERAL MANAGER, TWO STAFF MEMBERS AND ONE DIRECTOR TO ATTEND THE 2024 S.W.A.A.E. WINTER CONFERENCE TO BE HELD JANUARY 21ST – 24TH, 2024, IN MONTEREY, CA.**
8. **AUTHORIZATION FOR ONE STAFF MEMBER TO ATTEND THE 2024 AIR SERVICE DATA SEMINAR TO BE HELD JANUARY 22ND – 24TH, 2024, IN AUSTIN, TX.**
9. **AUTHORIZATION FOR ONE STAFF MEMBER TO ATTEND THE 2024 ANNUAL CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS CONFERENCE TO BE HELD JANUARY 30TH, - FEBRUARY 2ND, 2024, IN ANAHEIM, CA.**
10. **AUTHORIZATION FOR TWO STAFF MEMBERS TO ATTEND THE 2024 MEAD & HUNT AIR SERVICE DEVELOPMENT CONFERENCE TO BE HELD FEBRUARY 27TH – 29TH, 2024, IN SCOTTSDALE, AZ.**
11. **AUTHORIZATION FOR THE PRESIDENT TO EXECUTE THE PROPOSAL FOR PFAS ASSESSMENT BETWEEN THE DISTRICT AND SCS ENGINEERS.**
12. **CLOSED SESSION.** The Board will hold a Closed Session to discuss the following item(s):
 - a) **Conference with Legal Counsel-Anticipated Litigation (Paragraph (2) or (3) of Subdivision (d) of Gov. Code Section 54956.9) Significant exposure to litigation: (Two cases).**
 - b) **Conference with Real Property Negotiators (Martin Pehl and District Counsel) Re: 3111-K Airpark Drive, Santa Maria, CA 93455 (Gov. Code Section 54956.8)**
13. **DIRECTORS' COMMENTS.**
14. **ADJOURNMENT.**

MINUTES OF THE REGULAR BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD OCTOBER 12, 2023

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

1. MINUTES OF THE REGULAR MEETING HELD September 28, 2023. Director Baskett made a Motion to approve the minutes of the regular meeting held September 28, 2023. Director Adams Seconded and it was carried by a 4-0 vote. Director Brown abstained.
2. COMMITTEE REPORT(S):
 - a) AVIATION SUPPORT & PLANNING (Standing or Ad Hoc) – No meeting scheduled.
 - b) ADMINISTRATION & FINANCIAL (Standing or Ad Hoc) – 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. Pehl updated the Board on the success of District participation at Open Streets and stated interest in participating again and continuing to take part in other community events. He toured two local manufacturing facilities with EconAlliance. He notified the Board of the AirFest practice show that will take place Friday afternoon.
4. The Manager of Finance & Administration presented the Demand Register to the Board for review and approval.
 - a) Demand Register. The Demand Register, covering warrants 071951 through 072056 in the amount of \$644,339.29, was recommended for approval as presented. Director Baskett made a Motion to accept the Demand Register as presented. Director Clayton Seconded and it was carried by a 5-0 vote.
5. PUBLIC SESSION: Statements from the floor will be heard during public session. Request to Speak forms are provided for those wishing to address the board. After completing the form, please give it to the Clerk. Requests requiring board action will be referred to staff and brought on the next appropriate agenda. Members of the public are cordially invited to speak on agenda items as they occur. Staff reports covering agenda items are available for review in the offices of the General Manager on the Tuesday prior to each meeting. The Board has established a three-minute time limit for receipt of

testimony. The board reserves the right to establish further time limits for receipt of testimony.

No one requested to speak.

6. Presentation by Tom Widroe and Jim Albrecht regarding the return of U.S. Customs. Mr. Albrecht discussed the progress of the building remodel. Mr. Widroe discussed the next step for Customs & Border Protection and marketing.
7. Authorization for the President to execute the Supplemental Lease Agreement between the District and the United States of America to amend the Memorandum of Agreement for the Federal Aviation Administration facilities within the airport premises. Director Baskett made a Motion to approve. Director Adams Seconded and it was carried by a 5-0 vote.
8. Authorization for the General Manager to execute the Outdoor Advertising Agreement between the District and S. Lombardi & Associates for the billboard. Director Baskett made a Motion to deny the request and discontinue the billboard marketing tool. Director Adams Seconded and it was carried by a 5-0 vote.
9. Authorization for tuition reimbursement for one staff member. Director Adams made a Motion to approve. Director Baskett Seconded and it was carried by a 5-0 vote.
10. Authorization for the President and Secretary to execute the Seventeenth Amendment for the Service Agreement between the District and Raymond L. Heath for consulting services. Director Baskett made a Motion to approve. Director Brown Seconded and it was carried by a 5-0 vote.
11. Discussion and direction to staff for District reimbursements for expenses incurred without receipt for EAA AirVenture and the UAS-Counter Summit Conference. Director Moreno will reimburse the District for those expenses.
12. CLOSED SESSION. At 6:37 p.m. the Board went into Closed Session to discuss the following item(s):
 - a) Conference with Legal Counsel-Anticipated Litigation (Paragraph (2) or (3) of subdivision (d) of Gov. Code Section 54956.9) Significant exposure to litigation: (Two cases).
 - b) Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-Baskett v. SMPAD, United States Bankruptcy Court Central District of California – Northern Division Case No. 9:22-bk-10011-RC.

At 7:29 pm., the Board and staff reconvened to Open Public Session.

No reportable actions.

13. DIRECTORS' COMMENTS: Director Baskett would like an item added to the agenda to discuss allowing for more owner build hangars.

Directors Adams and Clayton are excited for the Central Coast AirFest.

Director Moreno would like to see more community engagement from the District. He really enjoyed Open Streets and the excitement around AirFest.

Director Brown is also excited about AirFest. He is concerned about the rust on the 100LL self-serve tank, and he would like the Board to discuss Pioneer Park at an upcoming meeting.

14. ADJOURNMENT. President Moreno asked for a Motion to adjourn to a Regular Meeting to be held on October 26, 2023, at 6:00 p.m. at the regular meeting place. Director Baskett made that Motion, Director Adams Seconded and it was carried by a 5-0 vote.

ORDER OF ADJOURNMENT

This Regular Meeting of the Board of Directors of the Santa Maria Public Airport District is hereby adjourned at 7:31 p.m. on October 12, 2023.

Ignacio Moreno, President

David Baskett, Secretary

2023-2024

**DEMAND REGISTER
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand, numbers 072057 to 072077 and electronic payments on Pacific Premier Bank and in the total amount of \$321,274.55.

MARTIN PEHL
GENERAL MANAGER

DATE

The undersigned certifies that the attached register of audited demands of the Santa Maria Public Airport District for each demand, numbers 072057 to 072077 and electronic payments on Pacific Premier Bank in the total amount of \$321,274.55 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 OCTOBER 26, 2023.

DAVID BASKETT
SECRETARY

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
72051			VOIDED	
* 72057	10/18/2023	AT&T	\$46.70	Telephone Service
* 72058	10/18/2023	Boyer's Diesel	\$3,737.10	Vehicle Maintenance
* 72059	10/18/2023	City of Santa Maria	\$1,800.00	Refuse Service - Extra Haul - Airfest
* 72060	10/18/2023	City of Santa Maria	\$225,065.60	ARFF Services (July - Sept 2023)
* 72061	10/18/2023	Clark Pest Control	\$983.00	Weed/Wildlife Maintenance
* 72062	10/18/2023	Calif. Special Districts Assoc	\$8,600.00	2024 CSDA Membership Renewal
* 72063	10/18/2023	Emergency Repair Door Service	\$409.48	Terminal Maintenance
* 72064	10/18/2023	Frontier Communications	\$245.35	Telephone Service
* 72065	10/18/2023	Grainger	\$441.17	Shop Supplies
* 72066	10/18/2023	J B Dewar, Inc	\$472.97	Vehicle Maintenance
* 72067	10/18/2023	Limotta Internet Technologies	\$4,467.64	Admin Equipment - Laptop
* 72068	10/18/2023	Mission Linen Service	\$129.27	Uniform Service
* 72069	10/18/2023	Pacific Telemanagement Services	\$343.00	Pay Phone Svcs - Terminal
* 72070	10/18/2023	RRM Design Group	\$11,619.25	SMX Open Space Parcel Rezoning
* 72071	10/18/2023	Sy Tech Solutions	\$4,200.00	Annual Fee - Doc. Mngmt System
* 72072	10/18/2023	Zee Medical Service Company	\$211.95	First Aid
* 72073	10/18/2023	Gsolutionz, Inc.	\$545.39	iCloud Voice Svcs - 10/15/23 - 11/14/23
* 72074	10/18/2023	Digital West	\$950.65	Network Services - Terminal
* 72075	10/18/2023	Andre, Morris & Buttery	\$2,752.00	Legal Counsel Services
* 72076	10/18/2023	Mid State Container Sales, Inc.	\$9,300.00	Maintenance Shade Structure
* 72077	10/18/2023	Full Traffic Maintenance, Inc.	\$987.93	Airfest Supplies
		Subtotal	<u>\$277,308.45</u>	
ACH	10/12/2023	Paychex	\$27,696.83	Payroll
ACH	10/12/2023	Paychex	\$7,631.95	Payroll Taxes
ACH	10/13/2023	Paychex	\$216.55	Paychex Invoice
ACH	10/13/2023	PG&E	\$1,094.63	Terminal/Admin/Hangar Electricity
ACH	10/13/2023	Pacific Premier Bank	\$261.92	Analysis Activity
ACH	10/13/2023	Empower Retirement	\$6,910.74	Employee Paid Retirement
ACH	10/17/2023	The Gas Company	\$153.48	Utilities -Gas
		Subtotal	<u>\$43,966.10</u>	
		Total	<u>\$321,274.55</u>	

Santa Maria Public Airport District
Budget vs. Actual - YTD
As of September 30, 2023

	<u>YTD</u>	<u>YTD BUD</u>	<u>VARIANCE</u>	<u>%</u>
61000-Landing fees	3,745.17	22,500.00	(18,754.83)	(83.4 %)
61100-Tiedowns	6,756.00	7,192.97	(436.97)	(6.1 %)
61200-Fuel Flowage Fees	26,641.44	28,351.50	(1,710.06)	(6.0 %)
62000-T-Hangar	114,832.00	109,973.72	4,858.28	4.4 %
62100-Corporate Hangar	79,294.00	74,685.75	4,608.25	6.2 %
62200-Owner Build Hangar	4,947.00	4,947.00	0.00	.0 %
63000-T-Hangar Storage	8,460.00	8,910.00	(450.00)	(5.1 %)
64100-Main Hangar	33,900.00	33,424.50	475.50	1.4 %
64200-Commercial Aviation	108,285.38	105,060.28	3,225.10	3.1 %
64300-Land Lease - Commercial Aviation	24,633.00	34,633.03	(10,000.03)	(28.9 %)
65000-Car Rental	58,315.90	47,620.78	10,695.12	22.5 %
65100-Terminal Space Lease	42,207.49	43,258.22	(1,050.73)	(2.4 %)
66100-Agricultural Lease	277,785.63	284,450.72	(6,665.09)	(2.3 %)
66200-Non Aviation Land Leases	126,959.57	104,235.75	22,723.82	21.8 %
66300-Cell Tower Lease	15,150.00	15,150.00	0.00	.0 %
66400-Mobile Home Parks	128,655.78	134,263.03	(5,607.25)	(4.2 %)
67000-Administrative Income	20,592.63	4,999.97	15,592.66	311.9 %
67210-Leo Reimbursement	1,080.00	3,225.00	(2,145.00)	(66.5 %)
69100-Interest and Investment Earnings	13,885.46	30,000.00	(16,114.54)	(53.7 %)
69110-AIP Reimbursement	3,198,500.00	1,753,650.00	1,444,850.00	82.4 %
69120-PFC Revenue	8,250.29	16,249.97	(7,999.68)	(49.2 %)
69200-Tax Revenues	0.00	512,531.25	(512,531.25)	(100.0 %)
Total Income	4,302,876.74	3,379,313.44	923,563.30	27.3 %
80000-G&A	4,545.81	4,041.28	504.53	12.5 %
80001-MHP - Maintenance	2,854.70	7,678.78	(4,824.08)	(62.8 %)
80002-MHP - MHP Liability Insurance	1,025.05	3,734.72	(2,709.67)	(72.6 %)
80003-MHP - Property Management	7,050.00	7,050.00	0.00	.0 %
80004-MHP - Salaries/ Employee Related	27,146.15	31,173.47	(4,027.32)	(12.9 %)
80005-MHP - Utilities	49,648.34	55,691.25	(6,042.91)	(10.9 %)
80100-Salaries- Administration	114,537.35	127,895.53	(13,358.18)	(10.4 %)
80101-Salaries - Maintenance & Operations	113,839.99	127,451.53	(13,611.54)	(10.7 %)
80102-Employee Benefits - Other	15,219.07	14,302.03	917.04	6.4 %
80104-Employee Benefits - Medical	63,514.17	66,291.47	(2,777.30)	(4.2 %)
80105-Medicare Tax	4,285.97	3,702.47	583.50	15.8 %
80106-PERS Retirement	85,925.36	80,251.22	5,674.14	7.1 %
81000-ARFF Services	225,065.60	225,000.00	65.60	.0 %
81100-Electricity	51,092.81	49,763.25	1,329.56	2.7 %
81200-Natural Gas	534.96	4,093.31	(3,558.35)	(86.9 %)
81300-Water	23,755.93	24,369.28	(613.35)	(2.5 %)
81600-Communications	4,897.18	4,656.00	241.18	5.2 %
81601-Communications - Alarm	3,510.13	6,606.47	(3,096.34)	(46.9 %)
81602-Communications - Wireless	4,280.97	4,405.97	(125.00)	(2.8 %)
81603-Communications - Access Control	316.93	907.97	(591.04)	(65.1 %)
82400-Supplies Office	5,596.65	19,650.09	(14,053.44)	(71.5 %)
82410-Supplies Shop	11,316.84	8,864.25	2,452.59	27.7 %
82500-Fuel Expense	10,837.32	11,736.47	(899.15)	(7.7 %)
83000-Maintenance - Misc	7,095.49	2,921.81	4,173.68	142.8 %

83001-Maintenance - Lighting	701.82	5,664.19	(4,962.37)	(87.6 %)
83002-Maintenance - Generator	675.00	2,277.47	(1,602.47)	(70.4 %)
83003-Maintenance - Pavement	3,945.56	8,000.53	(4,054.97)	(50.7 %)
83004-Maintenance - Weed/Wildlife	11,936.20	11,914.22	21.98	.2 %
83005-Maintenance - Fencing & Gates	1,820.50	3,249.94	(1,429.44)	(44.0 %)
83006-Maintenance - Building	15,789.04	16,431.75	(642.71)	(3.9 %)
83007-Maintenance - Fire Alarm	1,169.97	1,602.94	(432.97)	(27.0 %)
83008-Maintenance - Drainage	69.08	2,499.94	(2,430.86)	(97.2 %)
83100-Signs	992.01	1,750.03	(758.02)	(43.3 %)
84000-Equipment Lease	2,649.56	1,847.25	802.31	43.4 %
84500-Janitorial	34,636.50	38,100.56	(3,464.06)	(9.1 %)
84700-Landscaping	14,980.64	18,464.53	(3,483.89)	(18.9 %)
85000-Vehicle Maintenance	12,614.49	13,127.25	(512.76)	(3.9 %)
85400-Dues and Membership	58,492.00	18,250.03	40,241.97	220.5 %
86000-Advertising	12,276.25	67,500.00	(55,223.75)	(81.8 %)
86001-Consulting - Admin	183,854.74	107,886.28	75,968.46	70.4 %
86002-Consulting Professional	125,999.94	113,052.75	12,947.19	11.5 %
86003-Consulting - Legal	30,529.00	68,110.03	(37,581.03)	(55.2 %)
86004-Consulting - Security	63,835.90	112,999.97	(49,164.07)	(43.5 %)
86005-Bank Fees	1,185.17	124.97	1,060.20	848.4 %
86015-Depreciation - Hangar Area	0.00	21,834.00	(21,834.00)	(100.0 %)
86025-Depreciation - Landing Area	0.00	359,217.00	(359,217.00)	(100.0 %)
86035-Depreciation - FBO	0.00	8,400.47	(8,400.47)	(100.0 %)
86045-Depreciation - Revenue Gen Land	0.00	94,389.47	(94,389.47)	(100.0 %)
86055- Depreciation - Terminal Area	0.00	85,596.00	(85,596.00)	(100.0 %)
86100-Depreciation - Administration	0.00	51,810.00	(51,810.00)	(100.0 %)
86200-Insurance	115,090.53	109,602.28	5,488.25	5.0 %
86500-Permits	605.00	2,824.97	(2,219.97)	(78.6 %)
86600-Education and Recognition	3,907.49	5,818.03	(1,910.54)	(32.8 %)
86700-Business Travel	17,293.84	21,250.03	(3,956.19)	(18.6 %)
86800-Fire Fighting Training	0.00	6,750.00	(6,750.00)	(100.0 %)
87000-Bad Debt Expense	200.00	0.00	200.00	.0 %
87025-Rent Credit	28,659.00	0.00	28,659.00	.0 %
88001-Airfest Expense - Performers	0.00	18,750.00	(18,750.00)	(100.0 %)
88009-Airfest Expenses- Miscellaneous	(424.74)	3,750.00	(4,174.74)	(111.3 %)
Total Expenses	<u>1,581,377.26</u>	<u>2,295,085.50</u>	<u>(713,708.24)</u>	<u>(31.1 %)</u>
Net Income	<u>2,721,499.48</u>	<u>1,084,227.94</u>	<u>1,637,271.54</u>	<u>58.4 %</u>

Santa Maria Public Airport District
Profit & Loss
As of September 30, 2023

	YTD	PTD	PTD AVG	% AVG/PTD
Revenues from Operations				
Landing Area				
Landing fees and tiedowns	10,501.17	2,787.50	3,500.39	125.6 %
Fuel flowage fees	26,641.44	10,977.42	8,880.48	80.9 %
Subtotal	37,142.61	13,764.92	12,380.87	89.9 %
Hangar area				
T-Hangar	114,832.00	38,229.00	38,277.33	100.1 %
Corporate T-Hangars	79,294.00	26,348.00	26,431.33	100.3 %
T-Hangar Storage Units	8,460.00	2,820.00	2,820.00	100.0 %
Owner Build Hangars	4,947.00	1,649.00	1,649.00	100.0 %
Subtotal	207,533.00	69,046.00	69,177.66	100.2 %
FBO Area				
Main Hangar	33,900.00	11,300.00	11,300.00	100.0 %
Commercial Hangars	108,285.38	34,953.53	36,095.13	103.3 %
Land Leases	24,633.00	8,211.00	8,211.00	100.0 %
Subtotal	166,818.38	54,464.53	55,606.13	102.1 %
Terminal Area				
Car Rental	58,315.90	17,072.01	19,438.63	113.9 %
Terminal Space Lease	42,207.49	14,020.80	14,069.16	100.3 %
TSA LEO Reimbursement	1,080.00	0.00	360.00	
Subtotal	101,603.39	31,092.81	33,867.79	108.9 %
Revenue generating land				
Non Aviation Land Leases	126,959.57	40,354.45	42,319.86	104.9 %
Agricultural Leases	277,785.63	92,721.81	92,595.21	99.9 %
Cell Towers	15,150.00	5,050.00	5,050.00	100.0 %
Airport Mobile Home Park	128,655.78	44,772.96	42,885.26	95.8 %
Subtotal	548,550.98	182,899.22	182,850.33	100.0 %
Administrative				
Badging Income			0.00	
Miscellaneous Income	20,592.63	1,296.00	6,864.21	529.6 %
Plans and Specs	0.00	0.00	0.00	
Cares Grant Revenue	0.00	0.00	0.00	
Subtotal	20,592.63	1,296.00	6,864.21	529.6 %
Total Revenue from operations	1,082,240.99	352,563.48	360,746.99	103.9 %

Santa Maria Public Airport District
Profit & Loss
As of September 30, 2023

	YTD	PTD	PTD AVG	% AVG/PTD
Operating Expenses:				
Landing Area	21,293.47	7,662.07	7,097.82	92.6 %
Hangar Area	21,556.26	5,735.85	7,185.42	125.3 %
FBO Area	18,794.29	6,292.68	6,264.76	99.6 %
Terminal Area	106,500.98	38,148.40	35,500.33	93.1 %
Revenue generating land	102,589.97	33,967.34	34,196.66	100.7 %
Salaries and Benefits	396,623.75	130,973.00	132,207.92	100.9 %
Utilities	27,583.00	12,401.11	9,194.33	74.1 %
Supplies	23,352.48	6,034.48	7,784.16	129.0 %
Maintenance and Repairs	21,538.79	10,896.87	7,179.60	65.9 %
Contractual Services	316,910.96	69,315.92	105,636.99	152.4 %
Real Estate Commission	0.00	0.00	0.00	
ARFF Services	225,065.60	225,065.60	75,021.87	33.3 %
Security Services	63,468.34	4,886.59	21,156.11	432.9 %
Dues and Subscriptions	58,492.00	48,892.00	19,497.33	39.9 %
Advertising	12,276.25	3,925.00	4,092.08	104.3 %
Depreciation	0.00	0.00	0.00	
Insurance	115,090.53	115,090.53	38,363.51	33.3 %
Election Expense	0.00	0.00	0.00	
Business Travel	17,293.84	40.13	5,764.61	14364.8 %
Fire Fighting Training	0.00	0.00	0.00	
Rent Credit	28,659.00	891.00	9,553.00	1072.2 %
Air Show Expense	(424.74)	(424.74)	(141.58)	33.3 %
Other Miscellaneous Expense	4,712.49	535.00	1,504.16	281.2 %
Total Expenses	1,581,377.26	720,328.83	527,059.08	73.2 %
Operating income (loss)	(499,136.27)	(367,765.35)	(166,312.09)	43.5 %
Non-Operating Revenues (Expenses):				
PFC Revenue	8,250.29	0.00	2,750.10	
Interest Income	13,885.46	4,112.62	4,628.49	112.5 %
Tax Revenues	0.00	0.00	0.00	
AIP Reimbursement	3,198,500.00	0.00	1,066,166.67	
Gain on Land Sale	0.00	0.00	0.00	
Total non-operating rev (exp)	3,220,635.75	4,112.62	1,073,545.26	26103.7 %
Net Income	2,721,499.48	(362,356.73)	914,097.38	(252.3) %

Santa Maria Public Airport District
Balance Sheet
As of September 30, 2023

Current Assets:	
Cash and cash equivalents	6,549,404
Restricted - cash and cash equivalents	2,211,392
Certificate-of-deposit	8,000
Accounts receivable - customers and tenants, net	600,587
Prepaid expenses and deposits	10,715,909
	<hr/>
Total current assets	20,085,292
Non-current assets:	
Note receivable	166,218
Interest Receivable	0
Capital assets, not being depreciated	6,370,746
Depreciable capital assets	18,524,500
Deferred other post-employment benefits outflows	95,588
Deferred pension outflows	403,641
	<hr/>
Total non-current assets	25,560,693
	<hr/>
Total assets	45,645,985
Current Liabilities:	
Accounts payable and accrued expenses	339,568
Accrued wages and related payables	2,260
Unearned Revenue (customer prepaid)	144,126
Hangar and other deposits	114,813
Long-term liabilities - due in one year:	
Compensated absences	36,873
Land improvements payable	14,949
	<hr/>
Total current liabilities	652,589
Long-term liabilities - due in more than one year	
Compensated absences	110,620
Land improvements payable	84,711
Total other post-employment benefits liability	406,468
Net pension liability	1,294,203
Deferred pension inflows	1,197,727
	<hr/>
Total long term liabilities	3,093,728
	<hr/>
Total Liabilities	3,746,317
Net position:	
Retained Earnings	44,732,420
Change in Net Position	2,721,499
	<hr/>
Total net position	47,453,919
	<hr/>
Total liabilities and net position	51,200,237



MEMORANDUM

Santa Maria Public Airport District

DATE: October 26, 2023
TO: Board of Directors
FROM: Veroneka Reade, Manager of Finance and Administration
SUBJECT: Quarterly Investment Report – September 30, 2023

On April 11, 1996, the Board of Directors adopted Resolution 557 establishing an investment policy for the Santa Maria Public Airport District. Paragraph 12 of that resolution requires the District Manager of Finance and Administration to submit a quarterly investment report to the Board of Directors. This report covers the quarter ending September 30, 2023.

California Government Code Section 53646(e) specifies that if all funds of the District are placed in the Local Agency Investment Fund (LAIF), FDIC-insured accounts and/or in a county investment pool, then the quarterly investment report may consist of copies of the latest statements from such institutions.

The Local Agency Investment Fund (LAIF) is a division of the Pooled Money Investment Account of the State of California (PMIA). Statements of the District's LAIF account activity and the Pooled Money Investment Board Report as of September 30, 2023, are attached and made a part of this quarterly investment report to the District's Board of Directors.

California Government Code Section 53646(b)(1) specifies that the quarterly report shall include the type of investment, issuer, date of maturity, par and dollar amount invested on all securities, investments and moneys held by the local agency, and shall additionally include a description of any of the local agency's funds, investments, or programs, that are under the management of contracted parties, including lending programs. The report shall also include a current market value as of the date of the report and shall include the source of this same valuation. This information is included in the local agency report as of September 30, 2023. Statements of the District's Pacific Premier account activity and the Local Agency report as of September 30, 2023, are attached and made a part of this quarterly investment report to the District's Board of Directors.

I certify with the filing of this quarterly investment report for the periods ending September 30, 2023, that (1) all investment actions executed during the quarter were made in full compliance with the Investment Policy and, (2) the portfolio is in compliance with the investment policy and (3) the Santa Maria Public Airport District will meet its expenditure obligations for the next six months.

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

October 19, 2023

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

SANTA MARIA PUBLIC AIRPORT DISTRICT

CONTROLLER
3217 TERMINAL DRIVE
SANTA MARIA, CA 93455

Tran Type Definitions

Account Number: [REDACTED]

July 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/14/2023	7/19/2023	QRD	1735414	N/A	SYSTEM	49,893.61

Account Summary

Total Deposit:	49,893.61	Beginning Balance:	6,486,255.53
Total Withdrawal:	0.00	Ending Balance:	6,536,149.14

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

October 19, 2023

[LAIF Home](#)
[PMIA Average Monthly](#)
[Yields](#)

SANTA MARIA PUBLIC AIRPORT DISTRICT

CONTROLLER
3217 TERMINAL DRIVE
SANTA MARIA, CA 93455

Tran Type Definitions

Account Number: XXXXXXXXXX

August 2023 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	6,536,149.14
Total Withdrawal:	0.00	Ending Balance:	6,536,149.14

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

October 19, 2023

[LAIF Home](#)
[PMIA Average Monthly](#)
[Yields](#)

SANTA MARIA PUBLIC AIRPORT DISTRICT

CONTROLLER
3217 TERMINAL DRIVE
SANTA MARIA, CA 93455

[Tran Type Definitions](#)

Account Number: XXXXXXXXXX

September 2023 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	6,536,149.14
Total Withdrawal:	0.00	Ending Balance:	6,536,149.14



PAR VALUES MATURING BY DATE AND TYPE

Maturities in Millions of Dollars¹

ITEM	1 day to 30 days	31 days to 60 days	61 days to 90 days	91 days to 120 days	121 days to 150 days	151 days to 180 days	181 days to 210 days	211 days to 270 days	271 days to 1 year	1 year to 2 years	2 years to 3 years	3 years to 4 years	4 years to 5 year/out	Total	Weight (% of Total)
TREASURY	\$ 5,150	\$ 10,250	\$ 6,950	\$ 4,300	\$ 6,200	\$ 9,800	\$ -	\$ 9,650	\$ 15,550	\$ 25,650	\$ 4,700	\$ 300	\$ 200	\$ 98,700	63.48%
AGENCY ²	\$ 4,938	\$ 4,550	\$ 5,450	\$ 850	\$ 1,700	\$ 4,800	\$ 2,100	\$ 300	\$ 2,388	\$ 3,800	\$ 2,350	\$ 450		\$ 33,676	21.66%
CDs + BNs	\$ 2,350	\$ 1,950	\$ 1,950	\$ 200	\$ 900	\$ 1,550	\$ 800	\$ 400	\$ 800	\$ 100				\$ 11,000	7.07%
CP	\$ 1,150	\$ 1,150	\$ 1,300	\$ 450	\$ 550	\$ 1,275	\$ 450	\$ 100						\$ 6,425	4.13%
TDs	\$ 1,037	\$ 980	\$ 903	\$ 975	\$ 309	\$ 1,040								\$ 5,243	3.37%
CORP BND				\$ 10	\$ 25		\$ 20	\$ 54		\$ 123	\$ 104	\$ 75	\$ 25	\$ 436	0.28%
REPO														\$ -	0.00%
BAs														\$ -	0.00%
TOTAL	\$ 14,625	\$ 18,880	\$ 16,553	\$ 6,785	\$ 9,684	\$ 18,465	\$ 3,370	\$ 10,504	\$ 18,738	\$ 29,673	\$ 7,154	\$ 825	\$ 225	\$ 155,480	100.00%
Percent	9.41%	12.14%	10.65%	4.36%	6.23%	11.88%	2.17%	6.76%	12.05%	19.08%	4.60%	0.53%	0.14%		
Cumulative %	9.41%	21.55%	32.20%	36.56%	42.79%	54.66%	56.83%	63.59%	75.64%	94.72%	99.32%	99.86%	100.00%		

¹ Figures are rounded to the nearest million. Percentages may be off due to rounding. Totals do not include PMIA and General Fund loans.

² SBA Floating Rate Securities are represented at coupon change date. Mortgages are represented at current book value.

SANTA MARIA PUBLIC AIRPORT DISTRICT
STATEMENT OF LAIF ACCOUNT ACTIVITIES
FOR QUARTER ENDING JUNE 30, 2023

LAIF	
BEGINNING BALANCE LAIF (03/31/23)	<u>\$6,486,255.53</u>
TRANSFERS OF EXCESS FUNDS TO LAIF	
PREVIOUS QUARTER'S INTEREST POSTED LAIF	<u>\$49,893.61</u>
TRANSFERS OUT FOR DISTRICT USE	
ENDING BALANCE LAIF	<u>\$6,536,149.14</u>
INTEREST EARNED DURING CURRENT QUARTER LAIF	<u>\$58,941.67</u>

Note: LAIF was earning 3.59% as of 09/30/23



State of California Pooled Money Investment Account Market Valuation 9/30/2023

Description	Carrying Cost Plus Accrued Interest Purch.	Amortized Cost	Fair Value	Accrued Interest
United States Treasury:				
Bills	\$ 22,254,070,554.26	\$ 22,573,811,770.05	\$ 22,564,630,000.00	NA
Notes	\$ 75,736,882,320.52	\$ 75,726,070,719.47	\$ 73,914,693,500.00	\$ 356,275,509.00
Federal Agency:				
SBA	\$ 289,931,607.50	\$ 289,931,607.50	\$ 289,283,255.27	\$ 1,343,664.44
MBS-REMICs	\$ 2,444,395.28	\$ 2,444,395.28	\$ 2,377,611.11	\$ 10,790.37
Debentures	\$ 8,932,358,628.46	\$ 8,931,933,628.45	\$ 8,757,401,100.00	\$ 56,448,847.70
Debentures FR	\$ -	\$ -	\$ -	\$ -
Debentures CL	\$ 800,000,000.00	\$ 800,000,000.00	\$ 778,527,500.00	\$ 6,377,986.50
Discount Notes	\$ 19,299,127,548.54	\$ 19,592,303,562.55	\$ 19,597,035,000.00	NA
Supranational Debentures	\$ 3,069,440,886.57	\$ 3,069,197,136.57	\$ 3,000,342,800.00	\$ 21,753,731.10
Supranational Debentures FR	\$ -	\$ -	\$ -	\$ -
CDs and YCDs FR	\$ -	\$ -	\$ -	\$ -
Bank Notes	\$ 100,000,000.00	\$ 100,000,000.00	\$ 99,998,636.29	\$ 3,441,666.67
CDs and YCDs	\$ 10,900,000,000.00	\$ 10,900,000,000.00	\$ 10,895,339,264.35	\$ 125,772,666.67
Commercial Paper	\$ 6,278,680,305.56	\$ 6,336,423,069.39	\$ 6,333,243,472.32	NA
Corporate:				
Bonds FR	\$ -	\$ -	\$ -	\$ -
Bonds	\$ 438,461,769.11	\$ 438,392,491.33	\$ 413,769,970.00	\$ 2,753,541.98
Repurchase Agreements	\$ -	\$ -	\$ -	\$ -
Reverse Repurchase	\$ -	\$ -	\$ -	\$ -
Time Deposits	\$ 5,243,000,000.00	\$ 5,243,000,000.00	\$ 5,243,000,000.00	NA
PMIA & GF Loans	\$ 380,513,000.00	\$ 380,513,000.00	\$ 380,513,000.00	NA
TOTAL	\$ 153,724,911,015.80	\$ 154,384,021,380.59	\$ 152,270,155,109.34	\$ 574,178,404.43

Fair Value Including Accrued Interest

\$ 152,844,333,513.77

Repurchase Agreements, Time Deposits, PMIA & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).

The value of each participating dollar equals the fair value divided by the amortized cost (0.986307739).
As an example: if an agency has an account balance of \$20,000,000.00, then the agency would report its participation in the LAIF valued at \$19,726,154.79 or \$20,000,000.00 x 0.986307739.

SANTA MARIA PUBLIC AIRPORT DISTRICT
 STATEMENT OF PACIFIC PREMIER INVESTMENT ACCOUNT ACTIVITIES
 FOR QUARTER ENDING JUNE 30, 2023

Pacific Premeier	
BEGINNING BALANCE PACIFIC PREMIER BANK (03/31/23)	<u>\$3,047,991.45</u>
TRANSFERS OUT FOR DISTRICT USE	<u>(\$1,123,000.00)</u>
TRANSFERS IN	<u>\$300,000.00</u>
INTEREST POSTED	<u>\$13,817.21</u>
Deposits	
ENDING BALANCE HERITAGE OAKS	<u>\$2,238,808.66</u>

Note: Pacific Premier was earning 2.15% as of 06/30/23



SANTA MARIA PUBLIC AIRPORT DISTRICT
3217 TERMINAL DR
SANTA MARIA CA 93455-1836

Account Number: [REDACTED]

BUSINESS MONEY MARKET Acct [REDACTED]

Summary of Activity Since Your Last Statement

Beginning Balance	7/01/23	3,047,991.45
Deposits / Misc Credits	1	5,283.38
Withdrawals / Misc Debits	1	375,000.00
** Ending Balance	7/31/23	2,678,274.83 **
Service Charge		.00
Interest Paid Thru 7/31/23		5,283.38
Interest Paid Year To Date		35,328.62
Average Collected Balance		2,890,733
Average Rate / Cycle Days		2.15000 / 31

Deposits and Credits

Date	Deposits	Withdrawals	Activity Description
7/31	5,283.38		INTEREST EARNED

Withdrawals and Debits

Date	Deposits	Withdrawals	Activity Description
7/19		375,000.00	Ref 8XGIFT5 To *1229

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
7/19	2,672,991.45	7/31	2,678,274.83		



SANTA MARIA PUBLIC AIRPORT DISTRICT
3217 TERMINAL DR
SANTA MARIA CA 93455-1836

Account Number: [REDACTED]

BUSINESS MONEY MARKET Acct [REDACTED]

Summary of Activity Since Your Last Statement

Beginning Balance	8/01/23	2,678,274.83
Deposits / Misc Credits	1	4,489.46
Withdrawals / Misc Debits	2	538,000.00
** Ending Balance	8/31/23	2,144,764.29 **
Service Charge		.00
Interest Paid Thru 8/31/23		4,489.46
Interest Paid Year To Date		39,818.08
Average Collected Balance		2,456,339
Average Rate / Cycle Days		2.15000 / 31

Deposits and Credits

Date	Deposits	Withdrawals	Activity Description
8/31	4,489.46		INTEREST EARNED

Withdrawals and Debits

Date	Deposits	Withdrawals	Activity Description
8/07		173,000.00	Ref 906GCYC To *1229 ARFF Payment
8/25		365,000.00	Ref ADZRSGI To *1229 Cash for Operatio

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
8/07	2,505,274.83	8/25	2,140,274.83	8/31	2,144,764.29



SANTA MARIA PUBLIC AIRPORT DISTRICT
3217 TERMINAL DR
SANTA MARIA CA 93455-1836

Page 1 of 1
Branch 128
Account Number: [REDACTED]
Date 09/29/2023

EM

BUSINESS MONEY MARKET

Acct [REDACTED]

Summary of Activity Since Your Last Statement

Beginning Balance	9/01/23	2,144,764.29
Deposits / Misc Credits	2	304,044.37
Withdrawals / Misc Debits	1	210,000.00
** Ending Balance	9/30/23	2,238,808.66 **
Service Charge		.00
Interest Paid Thru 9/30/23		4,044.37
Interest Paid Year To Date		43,862.45
Average Collected Balance		2,286,764
Average Rate / Cycle Days		2.15000 / 30

Deposits and Credits

Date	Deposits	Withdrawals	Activity Description
9/14	300,000.00		Ref B6HY0YG From *1229
9/29	4,044.37		INTEREST EARNED

Withdrawals and Debits

Date	Deposits	Withdrawals	Activity Description
9/27		210,000.00	Ref BPCYN9N To *1229 Cash Flow

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
9/14	2,444,764.29	9/27	2,234,764.29	9/29	2,238,808.66



October 26, 2023

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 20th, 2024, in Monterey, CA.

Summary

This Conference is a packed program with a focus on interactive topics involving current events, challenges, and opportunities in the airport industry for growth. This conference will bring together a diverse group of innovative thinkers from across the region to discuss the ongoing transformation of airports and their professionals.

Budget

		Attendees	Days	Rate	Total
Fees:	Registration	3		\$220.00	\$660.00
	Ground Transportation	3		\$234.49	\$703.47
	Lodging	3	1	\$306.09	\$918.26
	Meals	3	1	\$100.00	\$300.00
	Total:				\$2,581.73

Overall Impact:

2023-2024 Budget for Business Travel	\$85,000.00
Previously Approved Business Travel	\$52,617.37
Current Balance for Business Travel	\$32,382.63
Amount of this Request	\$2,581.73
Balance Remaining if Approved	\$29,800.91

Sincerely,

Veroneka Reade
 Manager of Finance and Administration



October 26, 2023

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

Subject: Authorization for the General Manager, two Staff Members and One Director to attend the 2024 S.W.A.A.E. Winter Conference to be held January 21st – 24th, 2024, in Monterey, CA.

Summary

This Conference is a packed program with a focus on interactive topics involving current events, challenges, and opportunities in the airport industry for growth. This conference will bring together a diverse group of innovative thinkers from across the region to discuss the ongoing transformation of airports and their professionals.

Budget

		Attendees	Days	Rate	Total
Fees:	Registration	3		\$510.00	\$1,530.00
	Ground Transportation	4		\$234.49	\$937.96
	Lodging	4	3	\$306.09	\$3,673.02
	Meals	4	3	\$100.00	\$1,200.00
	Total:				\$7,340.98

Overall Impact:

2023-2024 Budget for Business Travel	\$85,000.00
Previously Approved Business Travel	\$55,199.10
Current Balance for Business Travel	\$29,800.91
Amount of this Request	\$7,340.98
Balance Remaining if Approved	\$22,459.93

Sincerely,

Veroneka Reade
 Manager of Finance and Administration



October 26, 2023

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

Subject: Authorization for one Staff Member to attend the 2024 Air Service Data Seminar to be held January 22nd – 24th, 2024, in Austin, TX.

Summary

This Conference allows staff to learn first-hand the information that route and network planners, air service consultants and airport development professionals value most to maximize your airport's 2024 JumpStart® Air Service Development meetings.

Budget

		Attendees	Days	Rate	Total
Fees:	Registration	1		\$950.00	\$950.00
	Airfare	1		\$530.00	\$530.00
	Ground Transportation	1		\$200.00	\$200.00
	Lodging	1	3	\$268.00	\$804.00
	Meals	1	4	\$100.00	\$400.00
	Total:				\$2,884.00

Overall Impact:

2023-2024 Budget for Business Travel	\$85,000.00
Previously Approved Business Travel	\$62,540.08
Current Balance for Business Travel	\$22,459.93
Amount of this Request	\$2,884.00
Balance Remaining if Approved	\$19,575.93

Sincerely,

Veroneka Reade
 Manager of Finance and Administration



October 26, 2023

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

Subject: Authorization for one Staff member to attend the 2024 Annual California Society of Municipal Finance Officers Conference to be held January 30th, - February 2nd, 2024, in Anaheim, CA.

Summary

The Annual CSMFO offers sessions specifically for government staff. Sessions will include accounting and financial reporting, GASB updates, budget and financial planning, financial management with an emphasis on trends in CalPERS, leadership and management, and IT and innovation.

Budget

		Attendees	Days	Rate	Total
Fees:	Registration	1		\$515.00	\$515.00
	Ground Transportation	1		\$292.13	\$292.13
	Lodging	1	4	\$329.00	\$1,316.00
	Meals	1	4	\$100.00	\$400.00
	Total:				\$2,523.13

Overall Impact:

2023-2024 Budget for Business Travel	\$85,000.00
Previously Approved Business Travel	\$65,424.08
Current Balance for Business Travel	\$19,575.93
Amount of this Request	\$2,523.13
Balance Remaining if Approved	\$17,052.80

Sincerely,

Veroneka Reade
 Manager of Finance and Administration



October 26, 2023

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

Subject: Authorization for two staff members to attend the 2024 Mead & Hunt Air Service Development conference to be held February 27th – 29th, 2024, in Scottsdale, AZ.

Summary

This conference assists Airport District Staff in maintaining and generating Air Service.

Budget

		Attendees	Days	Rate	Total
Fees:	Registration	2		\$2,000.00	\$4,000.00
	Ground Transportation			\$100.00	\$100.00
	Lodging	2	2	\$486.00	\$1,944.00
	Meals	2	3	\$100.00	\$600.00
	Total:				\$6,644.00

Overall Impact:

2023-2024 Budget for Business Travel	\$85,000.00
Previously Approved Business Travel	\$67,947.21
Current Balance for Business Travel	\$17,052.80
Amount of this Request	\$6,644.00
Balance Remaining if Approved	\$10,408.80

Sincerely,

Veroneka Reade
 Manager of Finance and Administration

Proposal for PFAS Assessment Santa Maria Airport (KSMX)

Mr. Martin Pehl
General Manager
Santa Maria Public Airport District
3217 Terminal Drive
Santa Maria, CA 93455



SCS ENGINEERS

01219192.00 | October 16, 2023

8799 Balboa Avenue, Suite 290
San Diego, CA 92123
858-571-5500

CONFIDENTIAL AND PRIVILEGED
NOT TO BE DISCLOSED TO NON-CLIENT PARTIES

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October 16, 2023
Project Number: 01219192.00

Mr. Martin Pehl
General Manager
Santa Maria Public Airport
3217 Terminal Drive
Santa Maria, California 93455

**RE: Agreement for Services 010162220
PFAS Assessment**

**Site: Santa Maria Public Airport (KSMX)
3217 Terminal Drive
Santa Maria, California 93455**

Dear Mr. Pehl:

We appreciate the opportunity to present this proposal for environmental consulting services to the Santa Maria Public Airport (Client) to conduct soil and groundwater assessment for the presence of per- and polyfluoroalkyl substances (PFAS) at the Santa Maria Public Airport. The proposed assessment activities will be conducted pursuant to the California State Water Resources Control Board (SWRCB or Water Board) investigation order WQ 2019-0005-DWQ (the Order), and SCS's workplan titled, Supplemental PFAS investigation Work Plan, dated October 12, 2022, and approved by the SWRCB on June 23, 2023.

This proposal, upon your signature, will be an Exhibit to the previously executed Consulting Agreement (Contract) between SCS Engineers (SCS) and the Client. The signed Exhibit and the Contract will be the agreement for services between SCS and the Client for completing the assessment activities for the above referenced Site.

1.0 BACKGROUND

On March 20, 2019, Santa Maria Public Airport (Site), located at 3217 Terminal Drive in Santa Maria California, received investigation order WQ 2019-0005-DWQ (The Order) from the California State Water Resources Control Board (SWRCB) via the Central Coast Regional Water Quality Control Board (RWQCB). The Order required submittal of a work plan for the preliminary investigation of per- and polyfluoroalkyl substances (PFAS) at the Site.

The following phases of assessment have been conducted at the Site:

- SCS submitted a work plan titled “*PFAS Sampling Work Plan*” (Initial Work Plan) to the RWQCB on October 14, 2019, for review and approval. Conditional approval of the Initial Work Plan was provided by the RWQCB in a letter dated December 23, 2019.
- The initial investigation was conducted on March 24 through 26, 2020. On June 1, 2020, SCS submitted a report titled “*PFAS Investigation Report*,” covering the scope and results of the initial investigation. Based on the results of the investigation, SCS concluded that concentrations of PFAS were detected in soil and groundwater at various investigation sites at the airport. As a data gap, SCS noted in the report that groundwater was not encountered in some of the borings originally intended for collection of groundwater samples. The RWQCB responded to the PFAS Investigation Report in a letter dated July 16, 2020. In that letter, the RWQCB commented that additional site investigation activities are necessary to further delineate the extent of PFAS-impacted media underlying and/or emanating from the Site and required submittal of a supplemental PFAS investigation work plan.
- On October 8, 2020, SCS submitted a work plan titled “*Supplemental PFAS Investigation Work Plan*” (Supplemental Work Plan) to the RWQCB for review and approval. Conditional approval of the Supplemental Work Plan was provided by the RWQCB in a letter dated July 16, 2021.
- The supplemental investigation was conducted at the Site in September and October 2021 in accordance with the RWQCB-approved Supplemental Work Plan. Detectable concentrations of PFAS constituents were reported in soil and groundwater samples collected during the supplemental investigation. In the report titled “*Supplemental PFAS Site Investigation Report*,” dated November 15, 2021, SCS concluded that the additional assessment had detected PFAS in additional soil and groundwater samples. SCS also concluded the following:
 - At the AFFF Storage Area and Coastal Valley Aviation Hangar areas, it appears the vertical extent of PFAS in soil has been delineated in the vadose zone, since groundwater was not encountered at either site to the maximum depth investigated (70 feet below grade), there is a low likelihood that groundwater has been impacted by releases of PFAS at either location.
 - At the Nozzle Test Area and the Runway Crash Site areas, it appears that the extent of PFAS in soil is adequately delineated, and that PFAS constituents may be located along the top of the local shallow water table.
 - The extent of PFAS constituents in soil at both the Nozzle Test Area and the Runway Crash Site location appears to have been adequately delineated.

Based on these conclusions, SCS made the following recommendations:

- Based on the depth to groundwater (greater than 70 feet) and the generally decreasing PFAS concentrations in soil with depth, SCS recommends no further soil or groundwater assessment at the AFFF Storage Area and the Coastal Valley Aviation Hangar.
- Based on the soil analytical results, SCS recommends no further assessment of the extent of PFAS constituents be required in the Nozzle Test Area and the Runway Crash Site location at this time.

- The RWQCB prepared a response letter dated June 16, 2022, with comments on the supplemental site investigation report and requirements for further Site assessment. The RWQCB comments are summarized as follows:
 - Complete vertical and lateral delineation of impacted media is required.
 - Regarding the nozzle test area, delineation of groundwater impacts may be prioritized to aid in subsequently conducting a focused investigation of sources of AFFF in soil.
 - The RWQCB agreed with SCS' recommendation to resample newly installed wells.
 - Additional sampling associated with drainage basins A and C is needed to address discrepancies between results and conditions during several previous sampling events.
 - The RWQCB indicated a concern that potential PFAS source areas might drain to a channel/drainage ditch that flows along Skyway Drive and terminates in the northwestern portion of the airport, and stated that drainage paths of surface water from potential PFAS sources must be evaluated to confirm that termination points that result in discharge to land have been screened for PFAS.
 - Regarding a former sewer treatment plant in the northwestern portion of the airport, evaluation of the sources of waste to this plant and possible scope of work to conduct a preliminary screening of the area is required.
 - Due to detections of PFAS in certain supply wells, namely city wells #6 and #10, the RWQCB indicated that these detections should be confirmed and an evaluation of potential sources of PFAS in these wells should be conducted, including an evaluation of regional groundwater flow, supply well construction details, historical analytical data, and PFAS signatures at onsite source areas.

- On October 12, 2022, SCS submitted a supplemental PFAS investigation work plan to the RWQCB for review and approval. On November 22, 2022, the RWQCB requested additional information, including information regarding the operations at a former wastewater treatment plant that was located northwest of the airport. On December 9, 2022, SCS responded to the RWQCB's information request. Regarding operations of the wastewater treatment plant, SCS responded as follows
 - Former wastewater treatment plant.
 - How was treated effluent disposed? We do not have information as to how the effluent was disposed other than a feature labeled "outlet box" on the treatment plant layout plan attached.
 - Sludge: The attached plan depicts the sludge beds immediately south of the plant, as also outlined in our workplan. To our knowledge these sludge beds were not lined.
 - Historic aerial photographs and the sewage treatment plant layout are attached.

- Conditional Approval of the Supplemental Work Plan was provided by the RWQCB in a letter dated June 23, 2023, with the following conditions:
 - The Airport District must obtain all applicable permits for the work outlined in the Work Plan.

- The Airport District, as proposed in the Work Plan, will conduct sampling activities in accordance with the California State Water Quality Control Board's Per- and Polyfluoroalkyl Substances (PFAS) Sampling Guidelines for Non-Drinking Water dated September 2020, including general guidelines to follow when sampling surface water, groundwater, and soil. The Airport District must document any deviations from the guidance document in the required technical report.
- The Airport District has proposed to use a direct-push rig to facilitate PFAS investigation activities at the Airport. If refusal occurs and results in significant data gaps, the Airport District will be required to remobilize to the site and use alternative methods to achieve target/proposed depths.
- The Airport District has proposed to advance 20 additional soil borings to further delineate the vertical and lateral extent of PFAS impacts at the Airport. To increase the chances of achieving complete vertical delineation in soil and to reduce the need to remobilize drillers, the Airport District may wish to consider recovering additional soil samples past the proposed sampling depths and instructing the laboratory to place these samples on hold pending analytical testing results of the shallower soil samples.
- The Airport District must recover and submit groundwater samples for analytical testing if encountered during site investigation activities (e.g., during drilling activities conducted at the AFFF storage area, Coastal Valley Aviation Hangar, former wastewater treatment plant, etc.) to assist in shallow groundwater characterization at the Airport.
- The Central Coast Water Board understands that the Airport District sampled the existing groundwater monitoring well network in March 2023; however, the laboratory ran the samples outside of the recommended hold times. Consequently, the Airport District must recover and submit groundwater samples collected from the existing groundwater monitoring well networks for analytical testing at the time of supplemental investigation activities.
- The Airport District's proposed scope of work includes the installation of seven shallow groundwater monitoring wells in both the AFFF nozzle testing area and the 2007 airplane crash site.
 - The Airport District must advance soil borings used to facilitate groundwater collection to first encountered groundwater or until drilling refusal is encountered due to local geologic conditions.
 - The Airport District must construct the groundwater monitoring wells in accordance with California Department of Water Resources Bulletin No. 74-81 and Supplement No. 74-90, Porter Cologne Water Quality Control Act sections 13710 through 13755, and any local permitting requirements.
 - The Airport District's proposed scope of work is designed to further delineate the lateral extent of known groundwater impacts in the shallow water bearing zone. The Airport District will be required to delineate the vertical extent of groundwater impacts in subsequent investigations conducted at the Airport.

This proposal has been prepared to comply with the requirements of the RWQCB. The components referenced above are included herein.

2.0 SITE DESCRIPTION AND HISTORY

The Site was built by the United States Army during World War II, originally named Santa Maria Army Airfield, and was initially used for military operations. In 1947 the City of Santa Maria acquired the land and commenced commercial flight operations. The Site is currently composed of approximately 2,500 acres of land used for commercial and general aviation activities. The Site is composed of a series of buildings including, but not limited to, hangars, a fire station, and the terminal used for commercial flights. In addition, the Site has two asphalt runways. Runway 12/30 is approximately 8,004 feet in length by 150 feet in width and Runway 2/20 is approximately 5,199 feet in length by 75 feet in width.

PFAS are a known ingredient in Aqueous Film-Forming Foam (AFFF) used for fire emergency purposes due to its ability to suppress hydrocarbon fuel fires. The AFFF currently stored and used on Site at Santa Maria City Fire Department (SMCFD) Station Number 6 is CHEMGUARD 3% AFFF C306-MS-C. The Client could not provide accurate documentation of when AFFF was originally stored at the Site but the first military specification that set out requirements for AFFF was put in place in 1969. According to incident reports provided by the Client, AFFF has been deployed twice at the Site, once for a hangar fire, and once for a small plane that landed without extending landing gear on Runway 12/30. The Client has reported that AFFF is not used for on-Site fire training or nozzle testing operations.

3.0 SCOPE OF SERVICES

TASK 1 PREPARATION FOR FIELDWORK

Preparation and Submittal of Monitoring Well Permit Application

Prior to conducting fieldwork, a monitoring well permit application will be submitted to the Santa Barbara County Public Health Department (SBCPHD) for approval along with the required fee. The permit application will reflect the proposed construction details of seven (7) permanent groundwater monitoring wells, as well as the field methodology. The permit application will be signed by a state-certified Professional Geologist and submitted to the SBCPHD for approval.

Site Health and Safety Plan

A Site health and safety plan (Plan) is required for the work conducted at the Site by workers within the exclusion zone pursuant to the regulations in 29 Code of Federal Regulations Part 1910.120 and Title 8 California Code of Regulations Section 5192. The existing Plan will be updated, as appropriate, to reflect the proposed scope of work. The Plan outlines the potential chemical and physical hazards that may be encountered during the drilling and sampling activities. The appropriate personal protective equipment and emergency response procedures for the Site-specific chemical and physical hazards are detailed in this Plan. All field personnel involved with the fieldwork will be required to read and sign the document in order to encourage proper health and safety practices.

Utility Search and Markout

Prior to drilling, SCS will notify Underground Service Alert of Southern California and contract with a private underground utility locating company to survey the proposed drilling locations to minimize the likelihood of drilling into an underground utility. SCS will also review utility maps provided by Santa Maria Public Airport, if available.

Project Management, Subcontractor Management, and Scheduling

Prior to mobilizing for fieldwork, SCS will notify and schedule the subcontractors including, but not limited to, the laboratory and the drilling company. In addition, SCS will coordinate with the Client and affected tenants at the Site to ensure appropriate scheduling of fieldwork and to minimize disruptions and impacts to their property use.

Special Considerations for Collecting PFAS Samples

Specific procedures will be followed when sampling for PFAS due to the potential for cross-contamination of PFAS from common consumer products containing PFAS. In addition to specific procedures that will be followed, the SWRCB has provided a list of restricted materials that should not be worn or used by field personnel involved in PFAS sampling activities in an attempt to prevent cross contamination. Some of these restricted materials are listed below:

- Water/stain/dirt-resistant rated clothes (including but not limited to Gore-Tex™, Scotchgard™, RUCO®, etc.)
- New unwashed clothing
- Clothes recently washed with fabric softeners
- Clothes chemically treated for insect resistance and ultraviolet protection
- Coated Tyvek®
- Latex gloves
- Various sunscreens, bug repellants, and food packaging items

A detailed list of allowable materials and sampling procedures for PFAS investigations are included in the California State Water Quality Control Board Division of Water Quality “Per- and Polyfluoroalkyl Substances (PFAS) Sampling Guidelines for Non-Drinking Water”¹ (PFAS Sampling Guidelines). SCS will conduct the sampling in accordance with the PFAS Sampling Guidelines.

TASK 2 FIELD ACTIVITIES

Proposed Soil and Groundwater Sampling Locations

SCS proposes to drill and install a total of seven (7) permanent groundwater monitoring wells for the supplemental PFAS investigation at the Site as described in Section 3 above. In addition, one shallow soil sample from Basin C and two surface water grab sample will be collected at Drainage Basins A and C and SCS will attempt to collect a groundwater sample from City supply well #5. The permanent groundwater monitoring wells will be used to obtain additional soil and groundwater data in the AFFF storage and incident areas. SCS believes that this approach will be sufficient to address the data gaps from the initial investigation and further assess PFAS concentrations at the Site. The

table below includes details of the proposed borings that will be advanced and samples that will be collected during the supplemental PFAS investigation.

Proposed Soil Borings and Sample Locations

Location	Use/Incident	Number of Soil Borings (SBs)/Groundwater Monitoring Wells (GW)	Estimated Boring Depth (feet bgs)	Soil Sample Depth (feet bgs)	Number of Samples	
					Soil	Water
Fire Station	AFFF Storage Area	4/0	45	Every 5 feet plus a shallow (1 or 2 foot) sample	40	0
Coastal Valley Aviation Hangar	2014 Incident: AFFF deployed to suppress fire inside hangar	4/0 2/0	45 20	Every 5 feet 1, 5, 10, 15, and 20	40	0
AFFF Nozzle Testing Area	Fire truck nozzle testing	5/5	35	Every 5 feet	35	8
Runway 12/30 at Taxiway A	2007 Incident: AFFF deployed to aircraft on runway	2/2	15	Every 5 feet	6	6
Drainage Basin A	Surface Drainage from Areas of Concern	0	NA	NA	0	1*
Drainage Basin C	Surface Drainage from Areas of Concern	0	NA	NA	0	1*
Former Wastewater Treatment Plant	Sewage Treatment	3/0	40	Every 5 feet	24	0
Supply Well #5	Groundwater Aquifer	NA	NA	NA	0	1
Total		20		NA	145	17

* SCS will collect a water sample if water is present in the basin.

NA: Not applicable

Drilling and Installation of Groundwater Monitoring Wells

SCS proposes to use a direct-push drill rig to advance 20 soil borings at selected locations at the Site. Direct-push drill rods approximately 2.25 inches in diameter containing clear acetate sleeves will be used for sample collection. An attempt will be made to advance seven (7) of the soil borings to groundwater. Based on our experience at the Site, groundwater is anticipated to be encountered in the shallow aquifer at approximately 20 to 25 feet at the nozzle test area and as shallow as 3.5 feet bgs and greater than 25 feet bgs at the runway crash area.

Please note that while we will attempt to achieve our target depths, we may not be able to do so due to drilling “refusal” from rocks or the hardness/resistance of the soils. Because a “direct-push” drilling method is anticipated, soil cuttings will not be generated from the drilling. The borings to be completed as soil borings only will be backfilled with hydrated bentonite granules or grout. The drilling activities are expected to take approximately one week to complete, assuming boring locations are readily accessible.

Access to certain PFAS investigation areas may be limited during the day due to airport operations. Because of this some of the drilling and sampling activities for the PFAS investigation may need to be conducted at night.

In borings to be completed as groundwater monitoring wells, the wells will be constructed using a pre-pack well product. Due to varying depths to groundwater, we anticipate installing 10 to 15 feet of 0.020-inch screened casing from the total depth of each boring, and completing the casing interval with blank casing. Please note that where the groundwater table depth is uncertain, a longer screened interval might be installed. An appropriately graded sand filter pack will be included around the well screened interval, and an appropriate well seal will be included above the screened interval. The well will be completed with a traffic-rated road box set in a concrete apron in accordance with current SBCPHD guidelines.

Please note that while we will attempt to achieve our target depths, we may not be able to do so due to drilling “refusal” from rocks or the hardness/resistance of the soils.

Well Survey

After completion, all new Site monitoring wells will be surveyed by a licensed land surveyor to allow for an accurate estimate of groundwater elevation and gradient in accordance with state of California regulations. SCS understands that the Client will arrange for surveying of the wells. Therefore, this proposal does not include budget for surveying.

Investigation Derived Waste

Investigation derived waste (IDW), including any soil cuttings, purge water, and decontamination rinsate generated from the well installation activities will be placed into 55-gallon drums which will be labeled and left on-site pending receipt of analytical results and evaluation of disposal options. SCS anticipates the drums from the various locations investigated will be transported to a central drum storage location determined by airport personnel. SCS anticipates approximately eight (8) drums will be generated during this scope of work.

Sampling Procedures

Soil Sampling Procedures

Up to twenty (20) borings will be advanced during this Assessment. In each boring, soil samples will be collected for logging purposes at approximate 5-foot intervals and at significant geologic contacts identified in the field, and at the field-interpreted water table. Additional soil samples may be collected at other appropriate depths based on the professional judgment of the on-Site SCS representative. Direct-push drill rods containing clear acetate sleeves will be used for sample collection. Once collected, soil samples will be transferred into laboratory supplied high-density polyethylene (HDPE) jars for transport to the laboratory. Sampling personnel will thoroughly wash their hands and put on clean powderless nitrile gloves before collecting samples, handling sample

containers, and handling sampling equipment. The soil sampling equipment will be decontaminated on-Site between soil samples to minimize the likelihood of “cross-contaminating” the samples and to minimize the potential for a “false positive.”

The soil sample containers will be immediately sealed, labeled, and packed in ice-filled coolers for delivery to a laboratory for analysis. Up to 133 soil samples will be collected and sent to a state-certified laboratory to be analyzed for PFAS contaminants in compliance with Department of Defense (DoD) Table B-15 of Quality Systems Manual (QSM),. Chain-of-custody procedures will be implemented for sample tracking. A written analytical report will be provided by the laboratory upon completion of the sample testing. The work conducted at the Site will be overseen by a California state-registered Professional Geologist. Soil samples will be described in general accordance with the Unified Soil Classification System.

All soil sampling, sample labeling, and sample packaging procedures will be conducted per the PFAS Sampling Guidelines. Additionally, the PFAS Sampling Guidelines include specific decontamination procedures that will be followed during sampling activities.

Groundwater Sampling Procedures (Monitoring Wells)

Groundwater monitoring wells will be purged and sampled using a low-flow peristaltic or, if necessary, a low-flow bladder pump and HDPE tubing. Sampling personnel will thoroughly wash their hands and put on clean powderless nitrile gloves before collecting samples, handling sample containers, and handling sampling equipment. Clean, unused HDPE tubing will be used for sample collection at each groundwater monitoring well and tubing will be disposed of at the completion of sampling activities at each well. Peristaltic pumps do not require decontamination because sample media does not come in direct contact with any of the pump components. If a bladder pump is required due to depth of groundwater, bladders will be discarded and the pump will be decontaminated between samples. Special consideration will be taken regarding hand cleanliness and glove changing to minimize the likelihood of “cross-contaminating” the samples and to minimize the potential for a “false positive.” The purging and groundwater sampling will be conducted in general accordance with the PFAS Sampling Guidance.

Before sampling, groundwater will be purged and monitored for water quality in order to facilitate collecting a representative groundwater sample. Purged groundwater will be pumped through a flow-through cell of known volume containing the probe assembly of a calibrated water-quality meter capable of measuring pH, dissolved oxygen, conductivity, salinity, total dissolved solids, temperature, turbidity, and oxidation/reduction potential. Upon completion of purging, the water-quality meter probe assembly and associated low-flow cell interior will be disconnected and decontaminated. Groundwater samples will be collected directly from the dedicated HDPE tubing at each well and will be collected directly into laboratory-supplied sample HDPE bottles for transport to the laboratory. Up to 17 groundwater samples will be collected from the groundwater monitoring wells.

Groundwater sampling activities, sample labeling, sample packaging, sample tracking, and decontamination procedures will be conducted in general accordance with the PFAS Sampling Guidelines.

Groundwater Sampling Procedures (Supply well)

City supply well #6 will be sampled directly from a faucet located at the well in order to avoid the use of any sampling equipment. This will minimize the likelihood of “cross-contaminating” the sample and minimize the potential for a “false positive.” The sample will be collected directly into laboratory-supplied HDPE bottles and the sample bottles will be immediately sealed, labeled, and packed in ice-

filled coolers for delivery to a laboratory for analysis. The samples will be sent to the lab to be analyzed for PFAS in accordance with Department of Defense (DoD) Table B-15 of Quality Systems Manual (QSM). Chain-of-custody procedures will be implemented for sample tracking. A written analytical report will be provided by the laboratory upon completion of the sample testing.

All groundwater sampling activities, sample labeling, sample packaging, and decontamination procedures will be conducted per the PFAS Sampling Guidelines.

Surface Water Sampling (Basin A and C)

If water is present in Drainage Basin A and C, a surface water grab sample will be collected below the surface of the water at a depth judged to be representative of bulk surface water (if present). SCS will attempt to collect samples toward the middle of the water column or at a depth of approximately 1 foot below the surface, based on site conditions. The sample will be collected directly into a laboratory-supplied HDPE bottle. The sample bottle will be immediately sealed, labeled, and packed in ice-filled coolers for delivery to a laboratory for analysis.

Surface water sampling activities, sample labeling, sample packaging, sample tracking, and decontamination procedures will be conducted per the PFAS Sampling Guidelines.

Field Quality Control Samples

Field quality control samples will be collected due to the abundance of material that contain PFAS and high potential for cross contamination and false positives. Field quality control samples include field duplicates, field blanks, equipment blanks, and trip blanks.

SCS will collect the following field quality control samples during the supplemental PFAS investigation at the Site:

- Field duplicate samples will be collected from one of the groundwater wells and the supply well. Additionally, one replicate soil sample will be collected per 20 soil samples collected per day; SCS expects up to 5 replicate soil samples total.
- One (1) field blank sample per day of sampling activities.
- Two (2) equipment blank samples. One will be collected by pouring laboratory-supplied PFAS-free water over decontaminated soil sampling equipment into a laboratory-supplied HDPE sample container. The second will be collected by pumping laboratory-supplied PFAS-free water into a laboratory-supplied HDPE sample container using the peristaltic pump and unused HDPE tubing.
Note: If a bladder pump is required for groundwater sampling, an additional equipment blank will be collected by pumping laboratory-supplied PFAS-free water into a laboratory-supplied HDPE sample container using the bladder pump.
- One (1) trip blank sample per ice chest.

Decontamination Procedures

Decontamination of sampling equipment will be conducted in general accordance with the PFAS Sampling Guidelines.

TASK 3 LABORATORY ANALYSIS

The soil and groundwater samples collected will be submitted to a state-accredited laboratory for analysis for the minimum list of 23 PFAS analytes required in the Order using Department of Defense (DoD) Table B-15 of Quality Systems Manual (QSM).

The standard hold time for samples pending PFAS analysis is 14 days. Soil samples are required to have a minimum sample volume of 5 grams for PFAS analysis, and groundwater samples are required to have a minimum volume of 250 milliliters.

TASK 4 REPORTING

A PFAS Sampling and Analysis Report (Report) will be prepared and submitted to the RWQCB via Geotracker upload. The Report will include the following components, required by the Order:

- A description of the sampling activities
- A summary table of analytical results
- A copy of the Chain of Custody
- A copy of the field sampling logs
- A copy of the site map showing the sampling locations
- A copy of laboratory analytical results of the monitored media
- Publicly available analytical testing information from City well #10 and other available supply wells, as appropriate
- Available well construction details for City supply wells #5, #6, and #10, and the agricultural supply wells in the western portion of the airport, if available

The Report will be peer reviewed and signed by a registered Professional Geologist.

Appropriate steps will be taken to adhere to the state regulations (pursuant to AB2886) by submitting the laboratory data and reports to the SWRCB Geotracker database in electronic delivery format.

TASK 5 AS-NEEDED PROJECT MANAGEMENT, CLIENT CORRESPONDENCE, AND REGULATORY LIAISON

This task includes SCS project management as well as Client and regulatory agency correspondence, meetings, and liaison. Upon approval we can also do as-needed work for an agreed upon amount on an hourly time and materials basis as required or directed by you.

4.0 PROFESSIONAL STAFF

Our project team includes California–licensed Professional Geologists, Hydrogeologists, and Engineers. The proposed work will be overseen by a State-registered Professional Geologist. Pursuant to State of California law, a PDF copy of the Report will be submitted to the SWRCB GeoTracker database for Water Board review and comment.

5.0 ESTIMATED SCHEDULE AND COSTS

We anticipate being able to start work on the project immediately upon receipt of the executed contractual documents. Please note that the above scope of work would typically take about eight to ten weeks to complete.

We have summarized the lump sum and estimated time and materials (T&M) costs for this scope of services in the table below:

Description	Cost Basis	Costs
Task 1 - Preparation for Fieldwork	Lump Sum	\$11,590
Task 2 - Soil and Groundwater Sampling	T&M	\$70,500
Task 3 - Laboratory Analysis	T&M	\$69,500
Task 4 - Assessment Report Preparation	Lump Sum	\$7,500
Task 5 - As-Needed Project Management, Client Correspondence, and Regulatory Liaison	T&M	\$5,000
<i>Estimated Project Total</i>		\$164,090

Compensation described herein shall be subject to renegotiation, if authorization to proceed has not been given within 30 days of the date of the Agreement of Services. We propose to perform our services and invoice, in accordance with the enclosed Contract, Fee Schedule, and Conditions of Service. The project schedule is subject to change based on permit approval from the Santa Barbara County Public Health Department, subcontractor availability, and other potential delays that may not be anticipated.

If we may assist you in any way, please do not hesitate to call us. We look forward to working with you on this important project.

Sincerely,



Chuck Houser, PG, CEG, CHg
Project Manager
SCS ENGINEERS



Chris Crosby
Project Manager
SCS ENGINEERS

Enclosures

Upon acceptance and execution of this Proposal, this document will serve as an Exhibit to the previously executed Client Consulting Agreement (Contract) between SCS and the Client. The Client should sign this Exhibit and return a copy to us. Upon our countersignature, one fully executed Exhibit will be returned to you for your records.

Signature of SCS Representative

Signature of Client Representative

Printed Name

Printed Name

Title

Title

Date

Date

01219192

Project Number

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Exhibit Number