



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

**Wednesday
November 10, 2021**

**Virtual Meeting
Zoom Meeting: [Zoom.us](https://zoom.us)
Meeting ID: [821-2466-2898](https://zoom.us/j/82124662898)
Meeting Password: 3217
9:00 A.M.**

**SPECIAL 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 October 28, 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. **RESOLUTION 903. 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 NOVEMBER 10, 2021, TO DECEMBER 10, 2021, PURSUANT TO BROWN ACT PROVISIONS.**
8. **AUTHORIZATION FOR THE PRESIDENT AND SECRETARY TO EXECUTE THE TWENTY FOURTH AMENDMENT OF LEASE BETWEEN THE DISTRICT AND CJJ FARMING.**
9. **AUTHORIZATION FOR THE AWARD OF THE RUNWAY 20 DISPLACED THRESHOLD RELOCATION TO CAL STRIPE, INC. AND FOR THE PRESIDENT AND SECRETARY TO EXECUTE THE CONTRACT BETWEEN THE DISTRICT AND CAL STRIPE, INC. FOR THE RUNWAY 20 DISPLACED THRESHOLD RELOCATION SUBJECT TO DISTRICT COUNSEL’S REVIEW OF INSURANCE AND BONDS.**
10. **AUTHORIZATION FOR THE PRESIDENT AND SECRETARY TO EXECUTE THE BUILDING SPACE LEASE AGREEMENT BETWEEN THE DISTRICT AND DOUGLAS R. FANER, AN INDIVIDUAL, DBA FANAIR USA.**
11. **CLOSED SESSION.** The Board will hold a Closed Session to discuss the following item(s):
 - a) **Conference with Real Property Negotiators (Chris Hastert, Tom Ross, and District Counsel) Re: APN 111-231-11, APN 111-231-16, APN 111-291-033, APN 111-291-027 (Gov. Code Section 54956.8)**
 - b) **Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-SMPAD v. Baskett, Santa Barbara Superior Court Case No. 20CV04444.**
 - c) **Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-Baskett v. SMPAD, Santa Barbara Superior Court Case No. 21CV04183.**

12. DIRECTORS' COMMENTS.

13. ADJOURNMENT.

MINUTES OF THE REGULAR BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD OCTOBER 28, 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 October 14, 2021. Director Baskett made a Motion to approve the minutes of the regular meeting held October 14, 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 the resolution 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 to discuss the Business Park Specific Plan.
 - h) DRONE COMMITTEE (Ad Hoc)- The committee met to discuss the finding of the PARAS 0031 Airport Response to Unmanned Aircraft System (UAS) Threats and to discuss options for SMX to ward off possible threats.
 - i) ENERGY COMMITTEE (Ad Hoc)- The committee met to discuss possible options to help the airport gain energy independence.
3. GENERAL MANAGER'S REPORT. Mr. Hastert updated the Board on meetings he attended which include the Quarterly City meeting, the FAA to discuss the AIP and with RRM & The City to discuss the Specific Plan. He gave an update on Portland service and mentioned the recent rain had not caused any flooding. He also mentioned an upcoming event at the Santa Maria Museum of Flight. They will be hosting a movie night and will screen The Rocketeer. Board members were invited.
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 069555 through 069622 in the amount of \$382,789.57 was recommended for approval as presented. Director Baskett made a Motion to accept the Demand Register as presented. Director Rafferty Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty, Adams and Baskett voted "Yes".
 - b) Quarterly Investment Report. Received and filed.
 - c) Financial Statements. Received and filed.
5. DISTRICT COUNSEL'S REPORT. District Counsel George mentioned the District had received a contract amendment from the GSA regarding COVID-19 Safety Protocols. He stated this agreement exceeded the scope of the executive order and that he would be monitoring for compliance.
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.
- Mr. Bruce Brooks provided comments on the state of the Main Hangar. He asked the Board to consider approving building maintenance.
7. Resolution 902. A Resolution of the Board of Directors of the Santa Maria Public Airport District establishing a policy for non-airworthy aircraft storage in District hangars. Director Brown made a Motion to approve. Director Engel Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty, and Adams voted "Yes". Director Baskett voted "No".
8. Authorization for up to four individuals to attend a headquarter meeting with SkyWest Airlines to be held in Saint George, UT., date to be determined. Director Baskett made a Motion to approve. Director Rafferty Seconded and it was carried by the following roll call vote. Directors Brown, Engel, Rafferty, Adams, and Baskett voted "Yes".
9. Authorization for two staff members to attend the Routes Americas Air Service Development Conference to be held February 15-17, 2022, in San Antonio, TX. 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".

10. CLOSED SESSION. At 7:18 p.m. the Board went into Closed Session to discuss the following item(s):
- a) 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
 - 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 Real Property Negotiators (Chris Hastert, Tom Ross, and District Counsel) Re: APN 111-231-11, APN 111-231-16, APN 111-291-033, APN 111-291-027 (Gov. Code Section 54956.8)
 - d) Conference with Legal Counsel-Existing Litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9-Baskett v. SMPAD, Santa Barbara Superior Court Case No. 21CV04183.

At 7:47 p.m., the Board and staff reconvened to Open Public Session.

There were no reportable actions.

11. DIRECTORS' COMMENTS: Directors Brown, Engel, Rafferty, and Adams had no comment.

Director Baskett asked for an update on any recent reports of crime on airport property. Mr. Hastert notified him there were no incidents and showed him where on the report provided any incidents will be reported. He also stated that pavement is deteriorating, and cost to repair it is going up. He asked the Board to act sooner rather than later.

12. ADJOURNMENT. President Brown asked for a Motion to adjourn to a Regular Meeting to be held on November 11, 2021, at 7:00 p.m. via a virtual meeting. Director Rafferty made that Motion, Director Adams 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 7:54 p.m. on October 28, 2021.

Steve Brown, President

Hugh Rafferty, Secretary

2021-2022

**DEMAND REGISTER
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand, numbers 069623 to 069678 and electronic payments on Pacific Premier Bank and in the total amount of \$453,338.95.

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 069623 to 069678 and electronic payments on Pacific Premier Bank in the total amount of \$453,338.95 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 NOVEMBER 10, 2021.

HUGH RAFFERTY
SECRETARY

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
* 069623	10/28/2021	Aflac	\$277.56	Voluntary Insurance - Employee
* 069624	10/28/2021	AT&T	\$173.02	Telephone Service
* 069625	10/28/2021	Barnes & Thornburg	\$4,950.00	Storm Water Compliance Program
* 069626	10/28/2021	Boyer's Diesel	\$400.00	Vehicle Maint. - Engine Service
* 069627	10/28/2021	Consolidated Electrical Distributors, Inc.	\$44.59	Small Tools
* 069628	10/28/2021	City of Santa Maria	\$413.60	Construction Meter Fees
* 069629	10/28/2021	City of Santa Maria-Util Div	\$7,370.33	Utilities - Water
* 069630	10/28/2021	Clark Pest Control	\$333.00	Weed/Vector Control
* 069631	10/28/2021	De Lage Landen	\$21.36	Lease/Maint. - Copier
* 069632	10/28/2021	Emergency Repair Door Service	\$312.50	Terminal Automatic Door Maintenance
* 069633	10/28/2021	Fastenal Company	\$33.35	Small Tools
* 069634	10/28/2021	Frontier Communications	\$705.78	Telephone Service
* 069635	10/28/2021	Home Depot	\$763.08	Build. Maintenance - Terminal
* 069636	10/28/2021	J B Dewar, Inc	\$47.87	Vehicle Maintenance
* 069637	10/28/2021	Letters, Inc.	\$252.95	Car Wash
* 069638	10/28/2021	McMasters and Carr	\$379.38	Build. Maintenance - Hangar Area
* 069639	10/28/2021	Mead & Hunt, Inc.	\$2,856.18	Airport Consulting Service
* 069640	10/28/2021	Mission Uniform Service	\$167.41	Uniform Service
* 069641	10/28/2021	Pat's Automotive	\$127.50	Vehicle Maintenance
* 069642	10/28/2021	Principal Financial Group	\$2,678.52	Employee Dental, Life & Disability Insurance
* 069643	10/28/2021	Safety-Kleen	\$175.00	Oil Service Fee
* 069644	10/28/2021	Statewide Safety & Signs, Inc	\$129.15	Shop Supplies
* 069645	10/28/2021	Sutton Agricultural Enterprises, Inc.	\$542.01	Weed/Wildlife Maintenance
* 069646	10/28/2021	White Cap, L.P.	\$260.56	Shop Supplies
* 069647	10/28/2021	Brown, Steve - Reimbursements	\$62.00	Tenant Refund - 3023-J
* 069648	11/3/2021	Adams, Chuck	\$200.00	Director's Fees
* 069649	11/3/2021	Adamski Moroski	\$15,496.45	Legal Counsel Service

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
* 069650	11/3/2021	Armstrong's Lock and Key	\$279.84	Build. Maintenance - FBO
* 069651	11/3/2021	AT&T	\$179.20	Telephone Service
* 069652	11/3/2021	Bomar Security & Investigation	\$6,158.45	Security Service
* 069653	11/3/2021	Brayton's Power Wash & Sweep	\$500.00	Street Sweeping
* 069654	11/3/2021	Brown, Steve	\$600.00	Director's Fees
* 069655	11/3/2021	Consolidated Electrical Distributors, Inc.	\$871.55	Build. Maintenance - Terminal
* 069656	11/3/2021	Coast Networkx	\$210.00	Computer Support Services
* 069657	11/3/2021	City of Santa Maria	\$209,860.00	ARFF Services July-September 2021
* 069658	11/3/2021	Clark Pest Control	\$666.00	Weed/Vector Control
* 069659	11/3/2021	Coast Clutch & Brake Supply	\$431.81	Vehicle Maintenance
* 069660	11/3/2021	Engel, Carl Jr.	\$300.00	Director's Fees
* 069661	11/3/2021	Fedak & Brown LLP	\$1,825.00	Annual Audit
* 069662	11/3/2021	Frontier Communications	\$1,371.52	Telephone Service
* 069663	11/3/2021	Gas Company, The	\$545.70	Utilities - Gas
* 069664	11/3/2021	Grainger	\$162.63	Shop Supplies/ Build. Maintenance
* 069665	11/3/2021	Groveman Hiete LLP	\$2,650.00	Legal Counsel Services
* 069666	11/3/2021	Heath, Ray	\$3,575.20	Consulting Services
* 069667	11/3/2021	J B Dewar, Inc	\$725.45	Unleaded/Diesel Fuel Expense
* 069668	11/3/2021	MarTeeny Designs	\$1,275.00	Website Maintenance
* 069669	11/3/2021	Mission Uniform Service	\$167.41	Uniform Service
* 069670	11/3/2021	Outdoor Supply Hardware	\$457.19	Build. Maintenance, Shop Supplies
* 069671	11/3/2021	Quinn Company	\$481.29	Equipment Rental
* 069672	11/3/2021	Hugh Rafferty	\$600.00	Director's Fees
* 069673	11/3/2021	SCS Engineers	\$95,050.00	Consulting Services - PFAS assessment
* 069674	11/3/2021	S Lombardi & Assoc., Inc.	\$11,161.53	Airport Advertising
* 069675	11/3/2021	Verizon Wireless	\$851.08	Mobile Devices
* 069676	11/3/2021	Work World America, Inc	\$761.15	Safety Equipment - Shop

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	Description
* 069677	11/3/2021	Oberon3, Inc	\$50.00	Building Maintenance - Terminal
* 069678	11/3/2021	Fidelity National Title Company	\$1,000.00	Report Fees
		Subtotal	<u>\$381,940.15</u>	
ACH	10/26/2021	CalPers	\$5,451.57	Employee Retirement
ACH	10/28/2021	Paychex	\$26,434.98	Payroll
ACH	10/28/2021	Umpqua Bank	\$4,974.14	Bus. Travel, Transp. Security, Consult. Svcs
ACH	10/29/2021	CA Dept of Tax and Fee Administration	\$63.00	Sales and Use Tax 3rd Quarter
ACH	10/29/2021	Paychex	\$190.12	Paychex Invoice
ACH	10/29/2021	Paychex	\$5,607.22	Payroll Taxes
ACH	11/1/2021	Ready Refresh	\$194.25	Water Delivery
ACH	11/1/2021	CalPers	\$12,931.83	Unfunded Liability
ACH	11/1/2021	Mass Mutual	\$6,666.30	Employee Paid Retirement
ACH	11/2/2021	Pacific Premier Bank	\$903.57	CC Fees
ACH	11/5/2021	Amazon Capital Services	\$157.13	Terminal Accessories/Office Supplies
ACH	11/8/2021	PG&E	\$7,824.69	Terminal/Admin/Main Hangar
		Subtotal	<u>\$71,398.80</u>	
		Total	<u><u>\$453,338.95</u></u>	

RESOLUTION NO. 903

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 NOVEMBER 10, 2021 TO DECEMBER 10, 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 November 10, 2021, and shall be effective until the earlier of (i) December 10, 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 November 10, 2021, by the following roll call votes:

AYES:

NOES:

ABSENT:

ABSTAINED:

Dated: November 10, 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