



SANTA MARIA

PUBLIC AIRPORT DISTRICT

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SANTA MARIA PUBLIC AIRPORT DISTRICT

BOARD OF DIRECTORS

Thursday
October 27, 2011

Administration Bldg.
Airport Boardroom
7:00 P.M.

REGULAR MEETING
A G E N D A

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Damiano, Engel, Rafferty, Lahr, and Adams.

1. MINUTES OF THE REGULAR MEETING HELD SEPTEMBER 22, 2011.
2. GENERAL MANAGER'S REPORT.
3. MANAGER OF FINANCE & ADMINISTRATION REPORT.
 - a) Demand Register
 - b) Delinquent Tenant List
4. DISTRICT COUNSEL'S REPORT. (Ray Biering and Joshua George)

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 time limit for receipt of testimony. The board reserves the right to establish time limits for receipt of testimony further time limits.
6. The Consent Calendar is approved by ROLL CALL VOTE on one Motion. These items are read only on request of Board members.

The following items are presented for Board approval without discussion as a single agenda item in order to expedite the meeting. SHOULD ANYONE WISH TO DISCUSS OR DISAPPROVE ANY ITEM, it must be dropped from the blanket Motion of approval and be considered as a separate item.

It is the recommendation of staff that the Board receives, and file and/or approve the following leases and agreements or other routine items and authorize the President and Secretary to execute them:

- (a) AUTHORIZATION TO STAFF TO DESTROY REPORTS AS LISTED FOR: Box 61, 41, 35 and Box 4 ALL DOCUMENTS HAVE BEEN SCANNED ONTO CD'S.
 - (b) AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE THE NOTICE OF COMPLETION FOR TOSTE CONSTRUCTION FOR THE PAVEMENT AND GUTTER REPAIR.
 - (c) AUTHORIZATION FOR THE OPERATIONS SUPERVISOR TO ATTEND AN ICAS (AIR SHOW) ACADEMY IN FORT WORTH, TEXAS HELD OCTOBER 20-22, 2011.
 - (d) AUTHORIZATION FOR THE GENERAL MANAGER AND OPERATIONS SUPERVISOR TO ATTEND ICAS CONFERENCE HELD DECEMBER 4-7, 2011, IN LAS VEGAS, NV.
7. UPDATE PRESENTATION BY JOHN SMITH, PROJECT ENGINEER FOR THE RUNWAY EXTENSION PHASE II PROJECT.
 8. DISCUSSION AND DIRECTION TO STAFF REGARDING MINIMUM STANDARDS.

9. DISCUSSION AND DIRECTION TO STAFF REGARDING PEPPER GARCIA'S SIX MONTH REVIEW.
10. AUTHORIZATION FOR THE SANTA MARIA PUBLIC AIRPORT BOARD OF DIRECTORS TO BE SIGNATORIES FOR CHECKS DRAWN FROM MISSION COMMUNITY BANK.
11. CLOSED SESSION. The Board will hold a Closed Session to discuss the following item:
 - a.) Pursuant to California Government Code Section 54956. conference with legal counsel – deciding to initiate litigation: two case(s).
 - b.) Pursuant to California Government Code Section 54956.9 conference with legal counsel –pending litigation: four cases- Santa Maria Public Airport District v. California Production Systems, LLC, Nickson's Machine Shop, Roger Herrmann, Art-Craft, and Vecinos Unidos et al. v. SMPAD.
 - c.) Pursuant to California Government Code Section 54956.8 with Real Property Negotiators (Chris Hastert and District Counsels) between the District regarding the Self-Fuel operation on the Santa Maria Airport, Santa Maria, CA.
 - c.) Pursuant to California Government Code Section 54957 Public Employee Performance Evaluation: General Manager
12. DIRECTORS' COMMENTS.
13. ADJOURNMENT.

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MINUTES OF THE REGULAR BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD SEPTEMBER 22, 2011

The Board of Directors of the Santa Maria Public Airport District held a Regular Meeting at the regular place at 7:00 p.m. Present were Directors Engel, Lahr, Damiano, Adams, General Manager Hastert, Manager of Finance and Administration Reade, District Counsel Biering, Associate District Counsel George, and Secretary Freitas. Director Rafferty was absent.

Vice President Adams introduced and welcomed Director Don Lahr to the Board. (Applause followed.) He announced President Rafferty would not be attending the meeting.

1. MINUTES OF THE REGULAR MEETING HELD AUGUST 24, 2011.

Director Damiano made a Motion to approve the Regular Meeting Minutes held August 24, 2011. Director Engel Seconded and it was carried 4-0-1. Director Rafferty was absent.

2. GENERAL MANAGER'S REPORT. General Manager Hastert announced the F.A.A. awarded the District the full Grant for the Runway Extension Project Phase II. He added the contracts have been forwarded to Granite Construction for signatures, bonds, and insurance. A pre-construction meeting will be scheduled for the Runway Project after contracts have been reviewed and approved by District Counsel. He reviewed the costs for the completion of the Runway Project. He was pleased to report that the F.A.A. amended the Grant for A.I.P. 28 to reimburse the District for changes incurred for the project. The air show, "Thunder Over the Valley" was successful, although there were some gaps in the flight schedule. He has been invited and will attend the Salinas Air Show this weekend to see their operations for the event. He reviewed several upcoming meetings.

3. MANAGER OF FINANCE & ADMINISTRATION REPORT.

The Manager of Finance and Administration presented the Demand Register to the Board to review and approve.

a.) Demand Register. The Demand Register, covering warrants 056397 through 056504 in the amount of \$270,413.61 was recommended for approval as presented.

Director Damiano questioned payment to One Source for the boardroom shades.

Vice President Adams closed discussion and called for the question.

1 Director Engel made a Motion to accept the Demand Register as presented
2 authorizing the Secretary to execute same. Director Lahr Seconded and the Motion was
3 carried 4-0-1. Director Rafferty was absent.
4

5 b) Delinquent Tenant List. The Delinquent Tenant list was not available.
6

7 4. DISTRICT COUNSEL'S REPORT. District Counsel Biering referenced a letter
8 received from Santa Barbara County Chief Counsel which stated newly appointed
9 Director Lahr's term expires December 9, 2012. However, he believes there is a special
10 provision under the Airport District Act that would allow Director Lahr to serve out the
11 balance of Director Eckert's term, which would extend to December 2014.
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13 5. PUBLIC SESSION: Statements from the floor will be heard during public
14 session. Request to Speak forms are provided for those wishing to address the
15 board. After completing the form, please give it to the Clerk. Requests requiring
16 board action will be referred to staff and brought on the next appropriate agenda.
17 Members of the public are cordially invited to speak on agenda items as they
18 occur. Staff reports covering agenda items are available for review in the offices
19 of the General Manager on the Tuesday prior to each meeting. The Board has
20 established a five-minute time limit for receipt of testimony. The board reserves
21 the right to establish further time limits for receipt of testimony.
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24 Vice President Adams announced he had two (2) "Request to Speak" forms, and
25 called upon Mr. Ziener to speak first.
26

27 Mr. Ziener stated he was pleased to be speaking to the Board, and extended a
28 welcome to Director Lahr. He called the airport the "Santa Maria International Airport"
29 because of the extended runway. His brief comments were about the EDC presentation,
30 the stock market, and his interest in having an "incubator" program. He recommended
31 an "incubator committee" be formed comprised of either airport representatives only or
32 other organizations within the community to share ideas. He explained why he felt
33 strongly about the "incubator" concept.
34
35

36 Mr. Ziener thanked the Board.
37

38 Vice President Adams thanked Mr. Ziener. He called out for Roger Herrmann,
39 who was the second "Request to Speak" person.
40
41

42 Mr. Herrmann was not present. District Counsel advised Vice President Adams
43 to move forward with the Agenda.
44

45 Vice President Adams introduced Agenda Item 6.
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47 6. The Consent Calendar is approved by ROLL CALL VOTE on one Motion. These
48 items are read only on request of Board members.
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50 The following items are presented for Board approval without discussion as a
single agenda item in order to expedite the meeting. SHOULD ANYONE WISH

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TO DISCUSS OR DISAPPROVE ANY ITEM, it must be dropped from the blanket Motion of approval and be considered as a separate item.

It is the recommendation of staff that the Board receives, and file and/or approve the following leases and agreements or other routine items and authorize the President and Secretary to execute them:

- (a) SEVENTH AMENDMENT OF GRAZING LEASE BETWEEN THE DISTRICT AND RAUL MICHEL.
- (b) ELEVENTH AMENDMENT OF SERVICE AGREEMENT BETWEEN THE DISTRICT AND RAYMOND HEATH FOR CONSULTING SERVICES.

General Manager Hastert stated there will be a correction to the Amendment which would delete the word "to" and replace it with the word "effective", for the corrected sentence to read in part, "...to amend the above-referenced Lease "effective" October 1, 2011..."

Director Engel made a Motion to approve Consent Calendar Items 6 (a) and 6 (b) as presented with the correction. Director Damiano Seconded and the Motion was carried by a roll call vote of 4-0. Director Rafferty was absent.

7. ECONOMIC DEVELOPMENT COMMITTEE (EDC) UPDATE PRESENTED BY ROBERT HATCH, CEO FOR THE SANTA MARIA VALLEY CHAMBER OF COMMERCE AND DAVE CROSS THE EDC DIRECTOR.

Robert Hatch, CEO for the Santa Maria Valley Chamber of Commerce was pleased to be present and congratulated Director Lahr for his appointment. He thanked the Board for its support and partnership. He enjoys working with General Manager Hastert, whom he feels is knowledgeable, open and receptive, and presents very comprehensive reports to the EDC. He deferred the EDC update presentation to Mr. Cross.

Mr. Cross presented an overview of EDC information regarding the methods used to market Santa Maria and the Santa Maria Airport. He stated the EDC is pleased to partner with the airport and will continue with their efforts in promoting the Santa Maria Airport. He thanked the Board and General Manager Hastert for their EDC support.

Director Engel stated he was interested in the energy savings of Windset Farms and asked Mr. Cross if he would provide him with the energy savings for Windset Farms.

1 8. ADOPTION OF RESOLUTION 807. A RESOLUTION OF THE BOARD OF
2 DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT ADOPTING
3 A DISADVANTAGED BUSINESS ENTERPRISE GOAL FOR OCTOBER 1, 2011
4 THROUGH SEPTEMBER 30, 2012.

5
6 Vice President Adams announced Resolution 807 had sat before the public for
7 the required forty-five (45) days, and he called for a Motion.

8
9 Director Damiano made a Motion to approve Resolution 807 to be read by title
10 only. Director Lahr Seconded and the Motion was carried by a roll call vote of 4-0-1.
11 Director Rafferty was absent.

12
13 9. AUTHORIZATION FOR THE PRESIDENT AND SECRETARY TO EXECUTE A
14 SERVICE AGREEMENT BETWEEN THE DISTRICT AND NEWTON
15 CONSTRUCTION & MANAGEMENT, INC. FOR FURNISHING AND
16 INSTALLING HARDWARE AND SOFTWARE UPGRADES FOR GATES V30,
17 V12, P-3, and RADISSON D-13.

18
19 General Manager Hastert identified the gates and software to be upgraded. He
20 explained the upgrades would come under budget and no other gates are scheduled to
21 be completed this fiscal year.

22
23 Director Engel made a Motion authorizing the President and Secretary to execute
24 a Service Agreement between the District and Newton Construction and Management
25 Inc. for furnishing and installing hardware and software upgrades for V30, V12, P-3, and
26 Radisson D-13. Director Damiano Seconded and the Motion was carried 4-0-1. Director
27 Rafferty was absent.

28
29 10. DISCUSSION AND DIRECTION TO STAFF REGARDING 3115-A & C AIRPARK
30 DRIVE, AND 3117 – A, C, D, AND E LIBERATOR STREET AT THE SANTA
31 MARIA AIRPORT.

32
33 General Manager Hastert explained the tenant is no longer occupying the
34 commercial hangars. He recommended for 3115-A Airpark Drive be retained by the
35 District to house airport equipment, thus alleviating the cost for the purchase of a
36 temporary storage building for maintenance. He requested authorization for staff to
37 publish a "Request for Proposals" for the remaining hangars. He added priority would be
38 given to someone who wanted to run a commercial business out of the hangars and
39 keep all of them together.

40
41 Brief discussion was held between Directors and staff.

42
43 Board consensus authorized staff to publish a "Request for Proposals" for the
44 commercial hangars, except for 3115-A, which would be retained by the District for use
45 by the maintenance department.

1 11. DISCUSSION AND DIRECTION TO STAFF REGARDING MOBILE HOME
2 PARK DRAINAGE.

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4 General Manager Hastert stated there is a drainage issue at the airport mobile
5 home park. There are water pools around three to four mobile homes due to the
6 drainage issue. Bethel Engineering prepared an estimate for the repair. However, the
7 cost would be more than the capital budgeted amount. He recommended the Board
8 authorize staff to move forward with the drainage repair to the mobile home park and
9 bring back a budget deviation for the difference.
10

11 Brief discussion was held between Directors and staff.

12 District Counsel Biering recommended a Motion.

13
14 Director Engel made a Motion for the General Manager to move ahead with the
15 expense for the design for the mobile home drainage project in the amount of
16 \$24,790.00. Director Damiano Seconded and it was carried 4-0-1. Director Rafferty
17 was absent.
18

19 12. AUTHORIZATION FOR THE PRESIDENT AND SECRETARY TO EXECUTE A
20 BUILDING SPACE LEASE BETWEEN THE DISTRICT AND NICKSON'S
21 MACHINE SHOP, INC.
22

23 Agenda Item 12 was removed from the Agenda.
24

25 RECESS: At 7:46 p.m.
26

27 Return to OPEN SESSION: At 7:55 p.m. the Board and staff reconvened to
28 Open Session.
29

30 CLOSED SESSION: At 7:55 p.m. the Board, with the exception of Director
31 Rafferty, went into Closed Session.
32

33 13. CLOSED SESSION. The Board held Closed Session to discuss the following
34 items:
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36 a.) Pursuant to California Government Code Section 54956. conference with
37 legal counsel – deciding to initiate litigation: two case(s).
38

39 b.) Pursuant to California Government Code Section 54956.8 with Real
40 Property Negotiators (Chris Hastert and District Counsels) regarding 3409 Corsair
41 Circle, Santa Maria, CA.
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43 c.) Pursuant to California Government Code Section 54956.9 conference
44 with legal counsel –pending litigation: four cases- Santa Maria Public Airport District v.
45 California Production Systems, LLC, Nickson's Machine Shop, Roger Herrmann, and
46 Art-Craft.
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48 At 8:19 p.m., the Board and staff reconvened to Open Public Session. There
49 was no reportable action taken.
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14. DIRECTORS' COMMENTS.

Director Lahr commented on being glad to be back on the Airport Board.

Director Damiano welcomed Director Lahr.

Director Engel commented on the new District hire and the employee retirement benefits plan. He recommended the Board consider either an alternative pension plan for new hires or freezing the amount of the District's contribution.

District Counsel Biering stated he will be reviewing the retirement agreement regarding a second tier and another way to limit future contributions. He commented overall on retirement plans.

Brief discussion was held between Directors and staff regarding employee pension plan, the growing costs, and to possibly consider another retirement plan, such as a defined contribution other than a defined benefit for future employees.

Director Engel commented on the air show.

Vice President Adams welcomed Director Lahr.

15. ADJOURNMENT. Director Lahr made a Motion to adjourn to a Regular Meeting to be held on October 13, 2011 at 7:00 p.m. at the regular meeting place. Director Engel Seconded and the Motion was carried 4-0-1. Director Rafferty was absent.

ORDER OF ADJOURNMENT

This Adjournment Regular Meeting of the Board of Directors of the Sarita Maria Public Airport District is hereby adjourned at 8:27 p.m. on September 22, 2011.

CHUCK ADAMS, Vice President

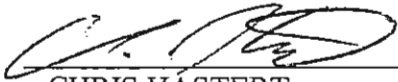
CHUCK DAMIANO, Secretary

2011-2012

Agenda
Item
3(a)
10-27-11

**DEMAND REGISTER
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand, numbers 056505 to 056638 on Mission Community Bank in the total amount of \$336,612.43.



CHRIS HASTERT
GENERAL MANAGER

The undersigned certifies that the attached register of audited demands of the Santa Maria Public Airport District for each demand, numbers 056505 to 056638 on Mission Community Bank in the total amount of \$336,612.43 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 27, 2011.

CHUCK DAMIANO
SECRETARY

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Amount	Description
056505	9/22/2011	AT&T	\$33.17	Long Distance Phone Service
056506	9/22/2011	Bob's Printing & Rubber Stamps	\$9.16	Office Supplies
056507	9/22/2011	Bomar Security & Investigation	\$2,111.72	Security Service
056508'	9/22/2011	City of Santa Maria	\$17,787.50	Security Service
056509'	9/22/2011	Costco Wholesale Membership	\$150.00	Membership Renewal
056510'	9/22/2011	De Lage Landen	\$312.23	Lease/Maint. - Copier
056511'	9/22/2011	Employment Development Dept.	\$5,400.00	Unemployment Claims
056512	9/22/2011	J B Dewar, Inc.	\$696.40	Fuel Expense - Gas/Diesel
056513	9/22/2011	Laguna County Sanitation District	\$2,100.03	Recycled Water
056514'	9/22/2011	PERS - Medical	\$8,767.33	Medical Benefits
056515'	9/22/2011	Principal Financial Group	\$2,035.17	Dental, Life & Disability
056516'	9/22/2011	SDRMA - Workers Comp Program	\$5,350.00	Worker's Compensation Ins.
056517'	9/22/2011	Toste Grading & Paving	\$11,410.00	Asphalt Street Patch
056518'	9/22/2011	Ultrex Business Solutions	\$5.00	Ink for Copier
056519	9/22/2011	Verizon	\$131.00	Telephone Expense
056520	9/22/2011	City of Santa Maria	\$358.78	Security Service
056521	9/29/2011	Advantage Answering Plus	\$228.62	Answering Service
056522	9/29/2011	Aflac	\$50.00	Flexible Spending Acct.
056523	9/29/2011	Air Force Association	\$155.95	Holiday Cards
056524	9/29/2011	AT&T	\$123.45	Long Distance Phone Service
056525	9/29/2011	Beneficial Administration	\$187.13	Vision Service Plan
056526	9/29/2011	Berchtold Equipment Company	\$200.17	Heavy Equip Maint - Mechanical
056527	9/29/2011	City of Santa Maria-Util Division	\$6,387.75	Water Bills
056528	9/29/2011	Clark Pest Control	\$224.00	Pest Control - Terminal
056529	9/29/2011	Retail Services	\$304.18	Office Supplies & Sundries
056530	9/29/2011	Federal Express	\$17.96	Freight & Common Carrier
056531	9/29/2011	Hartford	\$621.69	Deferred Income
056532	9/29/2011	Keylock Security Specialists	\$1,400.00	Security Maint. & Repair
056533	9/29/2011	Nextel Communications	\$542.30	Cellular Service
056534	9/29/2011	Office Depot	\$123.05	Office Supplies
056535'	9/29/2011	PCPA Theaterfest	\$1,375.00	Airport Advertising
056536'	9/29/2011	PERS - Retirement	\$5,080.12	Retirement
056537'	9/29/2011	SP Maintenance Services, Inc.	\$1,125.00	Pavement/ Roads
056538'	9/29/2011	Stimulus Marketing, Inc.	\$1,500.00	Airport Advertising
056539'	9/29/2011	Sy Tech Solutions	\$3,800.00	Computer Support Services
056540'	9/29/2011	Verizon	\$272.82	Telephone Expense
056541'	10/5/2011	AT&T	\$204.32	Long Distance Phone Service
056542	10/5/2011	The Gas Company	\$198.68	Utilities
056543'	10/5/2011	Orchard Supply Hardware	\$901.75	Hardware & Supplies
056544	10/5/2011	SB County Air Pollution	\$704.00	Permits
056545	10/5/2011	Verizon	\$85.29	Telephone Expense
056546	10/5/2011	Verizon Wireless	\$266.07	I-Pad - Internet Service
056547'	10/5/2011	Pacific Gas & Electric Company	\$15,418.95	Electric Bills
056548'	10/5/2011	Pacific Gas & Electric Company	\$2,000.00	AIP 31 - New Electrical Service
056549	10/6/2011	Adamski Moroski Madden & Green	\$5,074.50	Legal Service
056550	10/6/2011	Affordable Lock & Safe	\$333.09	Bulldg. Maint. - Hangar Area

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Amount	Description
056551	10/6/2011	American Industrial Supply	\$40.45	Storm water Retention Facilities
056552	10/6/2011	Arrowhead Mountain Spring Water	\$48.53	Water Delivery
056553	10/6/2011	Bethel Engineering	\$47.50	Tentative Map/Design Guideline
056554	10/6/2011	BMI PacWest	\$1,640.00	Bulldg. Maint. - Terminal/Admin.
056555	10/6/2011	Bomar Security & Investigation	\$4,301.97	Security Service
056556	10/6/2011	Cal-Coast Irrigation, Inc.	\$77.79	Storm water Retention Facilities
056557	10/6/2011	Carquest Auto Parts	\$29.26	Auto Maint. - Mechanical
056558	10/6/2011	CARR'S BOOT SHOP	\$145.45	Safety Equipment
056559	10/6/2011	Central City Tool Supply, Inc.	\$25.28	Small Tools
056560	10/6/2011	Consolidated Electrical Distributor	\$8.06	Lighting Maintenance
056561	10/6/2011	City of Santa Maria	\$121,437.78	ARFF Services (Quarterly)
056562	10/6/2011	Charles Z. Fedak & Co.	\$8,152.00	Annual Audit
056563	10/6/2011	Gary Bailey Trucking	\$3,000.00	Mobile Home Removal
056564	10/6/2011	Groenlger & Company	\$48.47	Storm water Retention Facilities
056565	10/6/2011	Ray Heath	\$3,505.60	Consulting Service
056566	10/6/2011	Home Depot	\$109.64	Building Maintenance
056567	10/6/2011	Hydrex Pest Control	\$450.00	Pest Control
056568	10/6/2011	Innovative Electric	\$170.00	MHP - Maintenance
056569	10/6/2011	Interstate Batteries	\$88.30	Auto Maint. - Mechanical
056570	10/6/2011	J B Dewar, Inc.	\$505.36	Fuel Expense - Gas/Diesel
056571	10/6/2011	JC Beasley Enterprise	\$170.00	Fencing & Gates
056572	10/6/2011	Limotta Internet Technologies	\$1,798.70	Computer Support Services
056573	10/6/2011	Local Copies, Etc.	\$114.90	Printing & Stationary
056574	10/6/2011	Mar Teeny Designs	\$200.00	Web Page Maint.
056575	10/6/2011	Mayfield Blueprint	\$26.57	Bulldg. Maint. - Fire Station
056576	10/6/2011	Miranda's Landscaping, Inc.	\$6,429.45	Landscaping Service
056577	10/6/2011	Mission Uniform Service	\$172.78	Uniform Service
056578	10/6/2011	Napa Auto Parts	\$72.28	Auto parts
056579	10/6/2011	Office Depot	\$243.02	Office Supplies
056580	10/6/2011	Pat's Automotive	\$653.32	Auto Maint. - Mechanical
056581	10/6/2011	Pacific Gas & Electric Company	\$417.08	Electric Bills
056582	10/6/2011	Praxair	\$101.72	Shop Supplies
056583	10/6/2011	QuInn Rental Services	\$287.48	Bulldg. Maint. - Shop
056584	10/6/2011	Ray Zierman Backflow Service	\$270.00	Backflow Testing
056585	10/6/2011	SM Tire	\$243.61	Auto Maint. - Tires
056586	10/6/2011	Ultrex Business Solutions	\$226.13	Lease/Maint. - Copy Machine
056587	10/6/2011	XM for Business	\$89.85	Radio Service - Terminal
056588	10/6/2011	Zee Medical Service Company	\$64.43	First Aid
056589	10/6/2011	Brumit Diesel, Inc.	\$2,580.38	ARFF Vehicle Maint.

Subtotal \$263,556.47

**All of the above Checks Approved by
One Board Member**

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Amount	Description
056590	** 10/13/2011	American Assn of Airport Exec	\$1,000.00	Renew AAAE - Affiliate Dues
056591	** 10/13/2011	De Lage Landen	\$312.23	Lease/Maint. - Copier
056592	** 10/13/2011	Paul Gillaspy	\$250.00	Security Deposit Refund
056593	** 10/13/2011	Go! Publications Inc.	\$600.00	Airport Advertising
056594	** 10/13/2011	Hasler, Inc.	\$189.10	Maint. - Postage Meter
056595	** 10/13/2011	Letters, Inc.	\$15.00	Car Maintenance
056596	** 10/13/2011	Local Copies, Etc.	\$24.19	Printing & Stationary
056597	** 10/13/2011	Office Depot	\$184.74	Office Supplies
056598	** 10/13/2011	Pacific Telemanagement Services	\$227.92	Pay Phone Service
056599	** 10/13/2011	Pacific Gas & Electric Company	\$617.46	Electric Bills
056600	** 10/13/2011	Stanley Convergent Sec. Sol., Inc.	\$329.85	Fire Alarm Service
056601	** 10/13/2011	Verizon	\$663.83	Telephone Expense
056602	** 10/20/2011	PERS - Medical	\$9,665.98	Medical Benefits
056603	** 10/20/2011	PERS - Retirement	\$5,310.31	Retirement
056604	** 10/20/2011	Aflac	\$558.46	Voluntary Ins. - Employee
056605	** 10/20/2011	Pacific Gas & Electric Company	\$22.29	Electric Bills
056606	** 10/20/2011	Verizon	\$131.65	Telephone Expense
056607	** 10/20/2011	AT&T	\$37.02	Long Distance Phone Service
056608	** 10/20/2011	Visa	\$6,603.37	Business Travel & Enter.
056609	** 10/20/2011	Platinum Plus for Business	\$37.95	Internet Service
056610	** 10/20/2011	City of Santa Maria	\$17,202.03	Security Service
056611	** 10/20/2011	Hartford	\$621.69	Deferred Income
056612	10/21/2011	Airport Lighting Company	\$608.14	Lighting & Nav Aid Maint.
056613	10/21/2011	Bartlett, Pringle & Wolf	\$156.00	Computer Support Services
056614	10/21/2011	Blueglobes, Inc.	\$444.07	Lighting & Nav Aid Maint.
056615	10/21/2011	Bomar Security & Investigation	\$2,043.60	Security Service
056616	10/21/2011	Brumit Diesel, Inc.	\$144.89	ARFF Vehicle Maint.
056617	10/21/2011	Cal-Coast Machinery, Inc	\$183.20	Heavy Equip. Maintenance
056618	10/21/2011	CARR'S BOOT SHOP	\$366.32	Safety Equipment
056619	10/21/2011	Central City Tool Supply, Inc.	\$64.62	Small Tools
056620	10/21/2011	Coastal Valley Aviation, Inc.	\$259.94	Auto Maint. - Mechanical
056621	10/21/2011	Dish Network	\$671.88	T. V. Service for Hold Room
056622	10/21/2011	Ferguson Enterprises, Inc.	\$37.71	Buldg. Maint. - Shop
056623	10/21/2011	Gary Bailey Trucking	\$3,000.00	Mobile Home Removal
056624	10/21/2011	Griffin Plumbing	\$614.75	Buldg. Maint. - Terminal
056625	10/21/2011	Home Depot	\$309.02	Building Maintenance
056626	10/21/2011	Innovative Electric	\$2,540.00	MHP - Maintenance
056627	10/21/2011	J B Dewar, Inc	\$581.43	Fuel Expense - Gas/Diesel
056628	10/21/2011	J.F. Will Company, Inc.	\$1,500.00	Storm Water Retention Facilities
056629	10/21/2011	Laguna County Sanitation District	\$2,282.49	Recycled Water
056630	10/21/2011	Mission Uniform Service	\$333.02	Uniform Service

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Amount	Description
056631	10/21/2011	Office Depot	\$647.84	Office Supplies
056632	10/21/2011	Orchard Supply Hardware	\$530.88	Hardware & Supplies
056633	10/21/2011	Pat's Automotive	\$467.13	Auto Maint. - Mechanical
056634	10/21/2011	Quinn Rental Services	\$124.95	Safety Equipment
056635	10/21/2011	ServiceMaster CBM	\$9,403.76	Janitorial Services
056636	10/21/2011	SM Tire	\$20.00	Auto Maint. - Mechanical
056637	10/21/2011	VTC Enterprises	\$44.00	Trash - Paper Recycling
056638	10/21/2011	Your People Professionals	<u>\$1,071.25</u>	Consulting Services
**Approved by One Board Member		Subtotal	<u>\$73,055.96</u>	
Total Checks Written			<u><u>\$ 336,612.43</u></u>	

SANTA MARIA PUBLIC AIRPORT DISTRICT

STATEMENT OF BANK ACCOUNT ACTIVITIES

September 2011

	GENERAL FUND	LAIF	TOTALS
BEGINNING CASH (8/31/11)	\$30,652.64	\$5,168,933.83	\$5,199,586.47
DEPOSITS	397,240.18		\$397,240.18
AIP PAYMENTS/SECURITY REIMBURSEMENT	170,727.05		\$170,727.05
NSF CHECKS	0.00		\$0.00
CANCELLED CHECKS	2,939.25		\$2,939.25
TAX PAYMENTS	0.00		\$0.00
TRANSFERS	(175,000.00)	175,000.00	\$0.00
ADJUSTMENTS CHECKS PRIOR PERIOD	0.00		\$0.00
DEMAND REGISTERS	(306,850.33)		(\$306,850.33)
BANK CHARGES	(20.00)		(\$20.00)
WIRE TRANSFER - PURCHASE MOBILE HOME	0.00		\$0.00
PAYROLL	(74,124.96)		(\$74,124.96)
	<hr/>	<hr/>	<hr/>
ENDING BALANCE	\$45,563.83	\$5,343,933.83	\$5,389,497.66

Note: LAIF was earning 0.48% as of 6/30/11

PAYROLL REPORT

Payroll Date

Total Wages & Taxes

8-Jul	23,657.40	
22-Jul	<u>25,922.31</u>	49,579.71
5-Aug	23,976.78	
19-Aug	<u>25,974.79</u>	49,951.57
2-Sep	23,984.24	
19-Sep	23,984.24	
30-Sep	<u>26,156.48</u>	74,124.96

DELINQUENT TENANT LIST
as of October 2011

AGENDA ITEM
3b
10/27/2011

	<u>TOTAL A/R</u>	<u># OF DAYS PAST DUE</u>
Art Craft	\$ 24,286.30	88
Art Craft - Utilities	\$ 3,980.97	65
Batterson, S	\$ 207.90	27
California Production	\$ 301.40	27
Jones, J	\$ 433.40	123
My Conciarrge	\$ 2,362.50	
Nickson's Machine	\$ 5,782.20	
Sunset Ridge**	\$ 561.33	
Wilson, M	\$ 21.04	27
Wyatt, James-Wyatt Aircraft**	\$ 10,230.31	
GRAND TOTAL	<u>\$ 48,167.35</u>	

** A Payment Plan has been initiated.

CUSTPAST 2011 2012.XLS



SANTA MARIA

TELEPHONE 805/922-1726
FAX 805/922-0677

Website: www.fly2smx.com

PUBLIC AIRPORT DISTRICT MEMORANDUM

TO: BOARD OF DIRECTORS

FROM: GENERAL MANAGER

DATE: October 7, 2011

SUBJ: CONSENT CALENDAR for October 27, 2011

6(a) Staff recommends authorization to destroy reports as listed for: Box 61, 41, 35, and Box 4. All documents have been scanned onto CD's. This request is made in accordance with the requirements of Resolution 548 which allows for destruction of documents after they have been scanned for electronic archival.

6(b) Staff recommends authorizing staff to execute the Notice of Completion for Toste Construction. Toste has completed the terminal parking lot repairs to the satisfaction of the District. Completion of this projects allows for the Terminal Parking Improvements Phase II to move forward which consists of parking lot sealing, striping, and relocation of the restaurant parking stalls.

6(c) Staff recommends authorization for the Operations Supervisor to attend the International Council of Airshows Academy to be held October 20-22 in Fort Worth, TX. By attending the Academy the District will have the knowledge and tools that will enable us to better understand running an air show. As a result the District will be able to work more closely with the Santa Maria Museum of Flight as we attempt to improve upon the Air Show each year.

6(d) Staff recommends authorization for the Operations Supervisor and General Manager to attend the International Council of Airshows Convention to be held December 4-7 in Las Vegas, NV. By attending the Convention the District will gain more knowledge on running an air show, including special classes on air show specific issues, current regulations, and guidance on sponsorship for acts and events. In addition to the training sessions an exhibit hall featuring information on air show performers will be on site. As a result the District will be able to work more closely with the Santa Maria Museum of Flight as we attempt to improve upon the Air Show each year.

SANTA MARIA PUBLIC AIRPORT - DOCUMENT ARCHIVE - INDEX OF CD-ROM # 21

BOX TITLE	DATE RANGE	
	From	To
BOX 61 - Pers 93-95, Dental, Life & Disability, US Savings Bond, United Way, VFCU		

Rec #	RECORD CATEGORY NAME	DATE RANGE	
		From	To
1	Pers Reports	7/93	6/95
2	Standard Insurance Company Dental Plan		
3	Standard Insurance Company Disability and Life		
4	U.S. Savings Bonds		
5	United Way Deductions		
6	VFCU Deductions		

SANTA MARIA PUBLIC AIRPORT - DOCUMENT ARCHIVE - INDEX OF CD-ROM # 14

BOX TITLE	DATE RANGE	
	From	To
BOX 41 - Personnel	1981	1996

Rec #	RECORD CATEGORY NAME	DATE RANGE	
		From	To
1	Health Net		
2	Local Agency Investment Fund	1983	6/30/95
3	Pers Monthly Reports	1981	1982
4	Pers Memo	6/30/85	
5	Pers Monthly Reports	1/1/86	6/30/87
6	Pers Reports	7/1/87	6/30/89
7	Pers Reports	7/1/89	6/30/91
8	Pers Reports	7/1/91	6/30/93
NOTE: Bat 01 = Double Sided, Bat 02 = Single Sided			

SANTA MARIA PUBLIC AIRPORT - DOCUMENT ARCHIVE - INDEX OF CD-ROM # 12

BOX TITLE	DATE RANGE	
	From	To
BOX 35 - Cancelled Land Sales		

Rec #	RECORD CATEGORY NAME	DATE RANGE	
		From	To
1	Cancelled Land Sales - Santa Maria Country Club - Lot 5, Tract 5011		
2	Cancelled Land Sales - Santa Maria Development, Inc. - Lot 9, Skyway West		
3	Cancelled Land Sales - Robert Ibsen - Lot 11		
4	Cancelled Land Sales - Continental Desert Properties - Lot 8		
5	Cancelled Land Sales - C.L. Suplee, Jr. - Portion of Lot 3		
6	Cancelled Land Sales - United Parcel Co. - Lot 18		
7	Cancelled Land Sales - Fritz H. Wiese - Lot 12		
8	Cancelled Land Sales - E. I. du Pont de Nemours - Lot 3		
9	Cancelled Land Sales - Joslyn Mfg. & Supply Co. - Lot 18		
10	Cancelled Land Sales - Martins, Miguel, Lot 5, Tract 5011		
11	Cancelled Land Sales - Zeolla/D'Alessandro, Vanguard Solar System - Lot 12		
12	Cancelled Land Sales - Microwave Applications Group - Lot 12		
13	Cancelled Land Sales - Microwave Applications Group - Lot 12		
14	Cancelled Land Sales - Northrop Corp - 100 a. North of Foster Rd.		
15	Cancelled Land Sales - Paramount Packaging Corp. - Lots 20 & 21		
NOTE: Bat 01 = Double Sided, Bat 02 = Single Sided			

SANTA MARIA PUBLIC AIRPORT - DOCUMENT ARCHIVE - INDEX OF CD-ROM # 2

BOX TITLE	DATE RANGE	
	From	To
BOX 4 - Financials 1973, 1974, 1975, 1976, 1977	1973	1977

Rec #	RECORD CATEGORY NAME	DATE RANGE	
		From	To
	SMPAD FYE 73 - 74	1973	1974
1	SMPAD 1973-74	1973	1974
2	SMPAD #160	1973	1974
3	SMPAD #161	1973	1974
4	SMPAD #162	1973	1974
5	SMPAD #163	1973	1974
6	SMPAD #164	1973	1974
7	SMPAD #165	1973	1974
8	SMPAD #166	1973	1974
9	SMPAD #167	1973	1974
	SMPAD FYE 74 - 75	1974	1975
10	SMPAD #167	1974	1975
11	SMPAD 1974-75	1974	1975
12	SMPAD #160	1974	1975
13	SMPAD #161	1974	1975
14	SMPAD #162	1974	1975
15	SMPAD #163	1974	1975
16	SMPAD #164	1974	1975
17	SMPAD #165	1974	1975
18	SMPAD #166	1974	1975
	SMPAD FYE 75 - 76	1975	1976
19	SMPAD #167	1975	1976
20	SMPAD 1975-76	1975	1976
21	SMPAD #160	1975	1976
22	SMPAD #161	1975	1976
23	SMPAD #162	1975	1976
24	SMPAD #163	1975	1976
25	SMPAD #164	1975	1976
26	SMPAD #165	1975	1976
27	SMPAD #166	1975	1976
28	SMPAD #167	1976	1977
NOTE: Bat 01 = Double Sided, Bat 02 = Single Sided			

Consent Calendar



Date: Sept. 28, 2011

Agenda
Item
6(6)
10-27-11

From: Thomas Petty
Maintenance Supervisor

To: Christine Freitas
Executive Assistant

Subj: Project Closeout

CC,

The project to repair damaged pavement in the terminal parking lot and associated streets, awarded to Toste Construction, has been satisfactorily completed as of 16 September 2011. I am satisfied in all respects with this project.

Regards,

Thomas Petty
Maintenance Supervisor
Santa Maria Public Airport District

Recording Requested by:
Santa Maria Public Airport District
3217 Terminal Drive
Santa Maria, CA 93455
(Please return to address above)

(Above space for Recorder's Use)

No fee per Gov. Code 6103

NOTICE OF COMPLETION

SANTA MARIA PUBLIC AIRPORT DISTRICT, a public district of the State of California, 3217 Terminal Drive, Santa Maria, California 93455, HEREBY GIVES NOTICE THAT:

1. The work of improvement is located at the Santa Maria Public Airport and is described as follows: "Pavement and Gutter" repair.
2. Date of completion by the Santa Maria Public Airport District of the work of improvement hereinafter described was Friday, September 16, 2011.
3. Name and address of the owner of the work of improvement is Santa Maria Public Airport District, 3217 Terminal Drive, Santa Maria, California 93455, which caused the work of improvement to be constructed.
4. Nature of owner's interest or estate is fee owner of record of the airport on which the work of improvement was constructed.
5. Name of the original contractor for the work of improvement is Urquidez Construction, a California corporation.

SANTA MARIA PUBLIC AIRPORT DISTRICT

By _____
CHRIS HASTERT, General Manager

STATE OF CALIFORNIA
COUNTY OF SANTA BARBARA

Subscribed and sworn to (or affirmed) before me on this ___ day of _____, 20___, by Chris Hastert, proved to me on the basis of satisfactory evidence to be the person who appeared before me.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Christine Carol Freitas



MEMORANDUM

DATE: October 27, 2011
TO: Board of Directors
FROM: Staff
SUBJECT: CONSENT CALENDAR 6 (C) - AUTHORIZATION FOR THE GENERAL MANAGER AND OPERATIONS SUPERVISOR TO ATTEND ICAS CONFERENCE HELD DECEMBER 4-7, 2011, IN LAS VEGAS, NV.

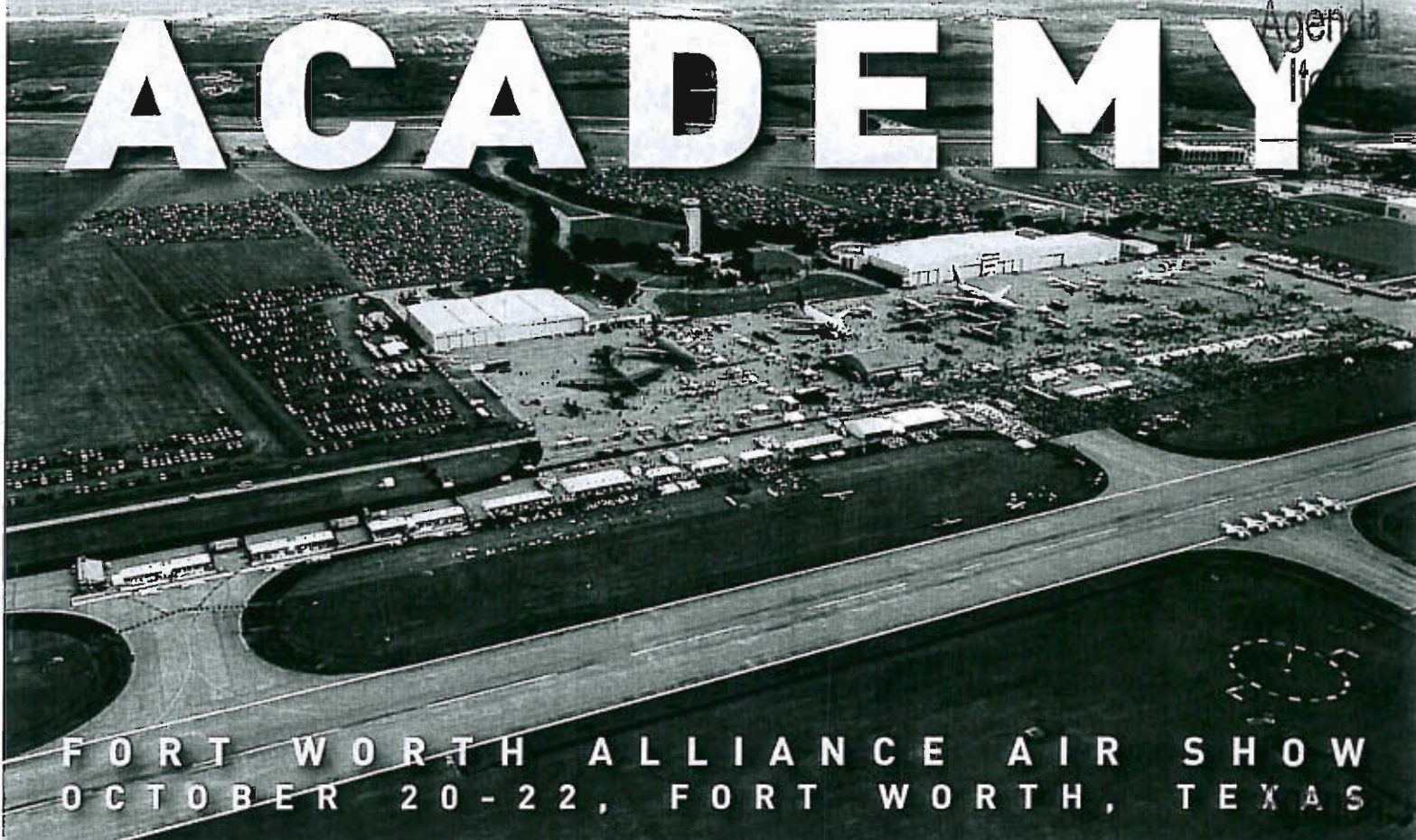
Attendees: Operations Supervisor

Registration fee:	\$300.00
Hotel: \$182.47 X 3	\$547.40
Airfare: \$979.00	\$979.00
Meals projected costs:	\$300.00
Travel to Hotel Room	<u>\$ 80.00</u>
Total conference projected costs approximately:	\$2,206.40

The current balance of the "Business Travel" account is \$4,392.75. The budgeted amount is \$35,600.00. The balance remaining in the budget after this conference will be \$29,000.85.

ACADEMY

Agenda
Item



The ICAS Academy has been called the single biggest educational bargain in the air show community today.

Participants have said that it's the best way to get a comprehensive, behind-the-curtain look at how one of the best air shows in the country conducts its business.

ICAS members who have participated in the program have been wildly and vocally enthusiastic about the impact that the program has had on their knowledge and understanding of the air show business.

The success and popularity of the ICAS Academy program rests on four unique aspects of this weekend training session:

1. The format and venue of the program ensure that you get practical information. The ICAS Academy is held on-location at one of North America's strongest and best-run air shows. When you participate in the ICAS Academy, you don't just hear about how successful the show is; you actually become a part of it. You don't just hear from a single representative from that show who represents the expertise of all the people

involved with that show. You hear from the experts themselves right there at the show site. ^{item} (6(c))
10-27-11

2. We keep the group small. We put an absolute limit of 25 on class size. This ensures that we maintain the intimate, hands-on, workshop-style format of the ICAS Academy. Everybody has a chance to participate and interact. And that's probably one of the most popular and effective parts of the ICAS Academy.

3. It's comprehensive. We don't just talk about air operations. We don't just talk about ticketing processes and procedures. We don't just talk about traffic management or security. We discuss everything related to the organization, planning, marketing and conduct of that show during an extremely intense two-days of lectures, tours, questions and – most important – answers. You get a complete, behind-the-curtain look at one show that is unlike anything you will experience anywhere else... even at the annual ICAS Convention in Las Vegas.

4. It's cost effective. We've managed to keep the registration fee reasonable.

REGISTRATION FORM

2011 ICAS AIR SHOW ACADEMY

Fort Worth Alliance Air Show

October 20-22, Fort Worth, Texas



Your Name _____

Your Organization _____

ICAS # _____

Address _____

City _____

State _____

Zip _____

Phone _____

E-mail address _____

Your golf shirt size ...

Men's small medium large x-large xx-large

Women's small medium large x-large xx-large

Payment

My payment of \$300 ... is enclosed should be billed to my credit card

Credit Card Number _____

Expiration Date _____

Your signature _____

International Council of Air Shows

750 Miller Dr SE, Ste F3, Leesburg, VA 20175

Phone: 703.779.8510

Fax: 703.779.8511

E-mail: connors@airshows.aero

Web: www.airshows.aero





MEMORANDUM

DATE: October 27, 2011
TO: Board of Directors
FROM: Staff
SUBJECT: CONSENT CALENDAR 6 (d) - AUTHORIZATION FOR THE GENERAL MANAGER AND OPERATIONS SUPERVISOR TO ATTEND ICAS CONFERENCE HELD DECEMBER 4-7, 2011, IN LAS VEGAS, NV.

Attendees: General Manager and Operations Supervisor

Registration fee:	\$1,110.00
Hotel and Airfare Combined: (593.31 x 2)	\$1,186.62
Meals projected costs:	\$600.00
Travel to Hotel Room	<u>\$ 40.00</u>
Total conference projected costs approximately:	\$2,936.62

The current balance of the "Business Travel" account is \$6,599.15. The budgeted amount is \$35,600.00. The balance remaining in the budget after this conference will be \$26,064.23.

Consent Calendar

Agenda
Item
6(d)
10-27-11

Username

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ICAS Convention: an Overview



General

The International Council of Air Shows held its first convention in 1967. Since then, the air show community has gathered every year to exchange ideas, conduct business and begin the process of planning the upcoming air show season. This year, the ICAS Convention will be held on December 4, 5, 6 & 7 at the Paris Las Vegas Hotel in Las Vegas, Nevada. ICAS expects between 1,500 and 1,600 air show professionals to attend the 2011 ICAS Convention.

Changes Planned for the 2011 ICAS Convention

- As we did in 2010, ICAS will once again be using a

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Sunday/Monday/Tuesday/Wednesday/Thursday/Friday/Saturday
 schedule as opposed to our traditional Monday/Tuesday/Wednesday/Thursday/Friday/Saturday schedule. That means exhibit sessions and Welcome Reception will be held on Sunday; Opening General Session and Jet Team Schedule announcement on Monday; Marketing Competition Luncheon on Tuesday; and the Chairman's Banquet on Wednesday.

Username: _____
 Password: _____

[Forgot your password.](#)

- On Sunday December 4th we will have the performer safety debrief directed specifically at discussing and understanding recent safety issues and risk mitigation techniques for air show performers.
- We will be serving lunch on the exhibit hall floor during the first exhibit session on Monday, December 5.

Exhibit Hall

For most air show professionals, the ICAS exhibit hall is one giant 60,000 square foot classroom. At any given point during the ICAS Convention, it will contain – virtually – every air show expert in North America.

Think of that. More than 1,500 subject matter experts. All in one place. All at the same time. All willing and able to share that expertise with you.

Year in and year out, our convention delegates tell us that the exhibit sessions are the single most important part of the convention. That's why we focus much of the organization's attention on making it the best possible tool for introducing air show performers and support service providers to the event organizers who organize and conduct air shows.

And, to ensure that the activity on the exhibit hall floor gets the full attention of all our convention delegates, ICAS does not schedule any other educational sessions, meetings or events while the exhibit hall is open.

Exhibit booths at the ICAS Convention are still available. For more information on available booth locations, [click here](#) to contact Karen Connors at ICAS headquarters, by e-mail at kconnors@airshows.aero or by phone at 703-779-8510. [Click Here](#) if you forgot your password.

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Education Sessions

ICAS will offer nearly 70 different educational sessions during the 2011 ICAS Convention. The topics and the format of this extensive education program have been fine-tuned during the 40+ years that ICAS has been running this important education event. Indeed, long before the ICAS Convention included a trade show and exhibit hall, ICAS members were attending this annual business meeting to meet, discuss and learn from one another.

Educational programming includes everything from a pre-convention, day-long, information-packed introductory workshop on air show air/ground operations to a series of 70 hour-long break-out sessions conducted throughout the convention. And the education program for the 2011 ICAS Convention will include some of our perennially most popular sessions, as well as a large number of new programs designed to help you look at the air show industry from a somewhat different perspective.

Stand-alone seminars scheduled for the 2011 ICAS Convention include the [Air Force Open House Workshop](#) on Saturday, December 3, [Air Shows 101: Air/Ground Operations Training](#) and [Sponsorship for Events Workshop](#) on Sunday, December 4, and [Air Boss 201: Advanced Air Boss Training](#) on Tuesday, December 6.

Registration Information

[Click here](#) to register for the 2011 ICAS Convention. If you're looking for the very



SANTA MARIA

PUBLIC AIRPORT DISTRICT

TELEPHONE 805/922-1726
FAX 805/922-0677

Website: www.fly2smx.com

October 13, 2011

Agenda
Item
7
10-27-11

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

Subject: Pepper Garcia's Six Month Review

As you are aware, your board approved a six month reduction to rent for the restaurant in the terminal to allow time for the District to make repairs and changes to the parking area in an effort to improve accessibility for the restaurant patrons.

Although a portion of the repairs have been made, the majority of the improvements will be in phase II of the parking project including sealing, striping, and relocation of restaurant spaces. Phase II is currently in the hands of the District's contracted engineering firm for the final design and submission for permits. Once final drawings are received staff will be able to put the project out to bid.

Staff has also met with restaurant management to discuss the marketing plan; however without a set date for the parking improvements further meetings have been postponed. The restaurant management has continued regular advertising awaiting the marketing push for the improved parking.

Staff recommends extending the amendment by an additional 3-6 months to allow more time for the completion of improvements. We appreciate your comments and direction on this issue, staff will bring back any necessary amendment for approval at the next board meeting.

Please let me know if you have any questions.

Sincerely

CHRIS HASTERT, CM
General Manager