CITY OF SANTA BARBARA
AIRPORT COMMISSION

M I N U T E S
November 18, 2015

CALL TO ORDER:

The Meeting on Wednesday, November 18, 2015 was called to order at 6:00 p.m. in the Airport Administration Conference Room - 601 Firestone Road, Santa Barbara

ROLL CALL

Airport Commissioners: Carl Hopkins, Craig Arcuri, Kirk Martin, Bruce Miller, and Jim Wilson

Staff: Hazel Johns, Airport Director
Tracy Lincoln, Airport Operations Manager
Andrew Bermond, Project Planner
Rebecca Fribley, Senior Property Management Specialist
Myndi Hegeman, Airport Commission Secretary

Absent: Commissioners Dolores Johnson and Karen Kahn

PUBLIC COMMENT

1. No one wished to speak.

NOTICES

2. That on Friday, November 13, 2015 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

ACTION: Presented

MINUTES

3. SUBJECT: MINUTES

RECOMMENDATION: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, October 21, 2015.

ACTION: Motion/Second for approval of the Minutes by Commissioners Miller/Wilson. Unanimous voice vote (Absent Commissioners Johnson and Kahn).

CONSENT CALENDAR

4. SUBJECT: LEASE AGREEMENT WITH SPITFIRE FLIGHT SCHOOL, INC., DBA SPITFIRE AVIATION

   RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a one-year Lease Agreement, with one (1) one-year option with Spitfire Flight School, Inc., a California Corporation, dba Spitfire Aviation for 1,711 square feet of aviation office space in Building 122, at 300 William Moffett Place, at the Santa Barbara Airport, effective November 1, 2015, for a monthly rental of $1,606, exclusive of utilities.

5. SUBJECT: LEASE AGREEMENT WITH STRAHAN & MONTANES ENTERPRISES, INC., DBA ARCADY DISTRIBUTING

   RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a one (1) year Lease Agreement, with one (1) year option, with Strahan & Montanes Enterprises, Inc., a California Corporation, dba Arcady Distributing (Arcady), for 3,200 square feet of Building 345 and 3,500 square feet of land, at 100-B Clyde Adams Road, at the Santa Barbara Airport, effective December 1, 2015, for a monthly rental of $4,515, exclusive of utilities.

6. SUBJECT: PROPERTY MANAGEMENT REPORT – OCTOBER 2015

   RECOMMENDATION: That Airport Commission receive the monthly Airport Property Management Report from Rebecca Fribley, Sr. Property Management Specialist.

ACTION: Motion/Second for approval of the Consent Calendar by Commissioners Wilson/Arcuri. Unanimous voice vote (Absent Commissioners Johnson and Kahn).

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss
City of Goleta Liaison Councilmember Michael T. Bennett

ACTION: Presented

ADMINISTRATIVE REPORTS

7. SUBJECT: DIRECT RELIEF INTERNATIONAL

RECOMMENDATION: That Airport Commission receive a presentation from Direct Relief International regarding Direct Relief Headquarters and Distribution Center Proposal -6100 Wallace Becknell Road

ACTION: Presented by Direct Relief

DIRECTOR'S REPORT

8. A. Airport Operations
   - Passenger Count
   - Aircraft Operations
   - Air Freight

   B. Programs
   1. Communications Program
   2. Master Plan
   3. Wildlife Hazard Assessment

   C. Capital Projects
   1. Airfield Electrical, Safety, and Fence Project
   2. North General Aviation Ramp Replacement Project

   D. Financial Summary

   E. Safety, Enforcement and Protection

   F. City Council / Airport Commission Actions

ACTION: Presented by Hazel Johns, Airport Director

ADJOURNMENT - 6: 34 p.m. on order of Chair Hopkins

Hazel Johns Airport Director	Myndi Hegeman Airport Commission Secretary