



CITY OF SANTA BARBARA AIRPORT COMMISSION

MINUTES October 19, 2016

CALL TO ORDER

The Meeting on Wednesday, October 19, 2016 was called to order at 6:01 p.m. in the Airport Administration Conference Room - 601 Firestone Road, Santa Barbara

ROLL CALL

Airport Commissioners: Carl Hopkins, Craig Arcuri, Dolores Johnson, Karen Kahn, Kirk Martin, Bruce Miller, and Jim Wilson

Staff: Hazel Johns, Airport Director
Tracy Lincoln, Airport Operations Manager
Jeff McKee, Airport Facilities Manager
Deanna Zachrisson, Airport Business Development Manager
Rebecca Fribley, Senior Property Management Specialist
Andrew Bermond, Project Planner
Myndi Hegeman, Airport Commission Secretary

Absent: None

CHANGES TO THE AGENDA

PUBLIC COMMENT

1. No one wished to speak.

CONSENT CALENDAR

2. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, September 21, 2016.

3. **Subject: Lease Amendment with Above All Aviation**

Recommendation: That Commission authorize the Airport Director to execute an amendment to Lease Agreement No. 201603, between the City of Santa Barbara and Above All Aviation, LLC, a California Limited Liability Company, effective November 1, 2016, amending Article 1, "Premises" and Article 6, "Rental" to add 220 square feet of classroom space at \$1.38 per square foot, for a new total monthly rental of \$2,496 per month exclusive of utilities.

4. Subject: Lease Agreements – Microdyn-Nadir US, Inc. (MNUS)

Recommendation: That Commission approve and authorize the Airport Director to execute the following month-to-month Lease Agreements at the Santa Barbara Airport, with Microdyn-Nadir, Inc., (MNUS) a Delaware Corporation, effective November 1, 2016:

- A. 1,521 square feet of storage space in Building 268, Unit A, at 301 John Donaldson Place, for a monthly rental of \$1,297; and
- B. 860 square feet of storage space in Building 304, Unit D, at 53 Gerald Cass Place, for a monthly rental of \$722.

5. Subject: Operating Agreement – MUFG Union Bank, N.A.

Recommendation: That Commission approve and authorize the Airport Director to execute the following three (3) year Operating Agreement with MUFG Union Bank, a National Association, for operation of two Automated Teller Machines (ATMs) at the Santa Barbara Airport, effective November 1, 2016, at a graduated monthly rental of no less than \$750 and no greater than \$2,000 per month, based upon the number of non-customer ATM transactions.

6. Subject: Lease Agreement – Siempre Manana, Inc., dba JaniCare

Recommendation: That Commission approve and authorize the Airport Director to execute a three (3) year Lease Agreement with one two (2) year option with Siempre Manana, Inc., a California Corporation, for 3,200 square feet of Building 345 at 100-A Clyde Adams Road, at the Santa Barbara Airport, effective November 1, 2016, for a scheduled monthly rental beginning at \$4,352.

7. Subject: Property Management Report –September 2016

Recommendation: That Airport Commission receive the Airport Property Management Report.

ACTION: Motion/Second for approval of the Consent Calendar by Commissioners Karen Kahn / Kirk Martin. Unanimous voice vote

NOTICES

8. That on Friday, October 14, 2016, at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

LIAISON REPORTS

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

ACTION: Report presented from City of Santa Barbara Liaison

ADMINISTRATIVE REPORTS

9. Subject: Fiscal Year 2018-2023 Capital Improvement Program (CIP)

Recommendation: That Airport Commission receive and comment on the Fiscal Year 2018-2023 Draft Airport Capital Improvement Program.

ACTION: Presented

10. Subject: Triennial Emergency Exercise

Recommendation: That Airport Commission receive a debrief on the Airport's Triennial Emergency Exercise held on September 20, 2016.

ACTION: Presented

11. Subject: Southern California Metroplex

Recommendation: That Airport Commission receive a presentation on the implementation of the Southern California Metroplex, which changes flight paths, beginning November 2016.

ACTION: Presented

12. Subject: 6100 Hollister Avenue Final Project

Recommendation: That Airport Commission receive a presentation of the final project approved by the Planning Commission for 6100 Hollister Avenue.

ACTION: Presented

DIRECTOR'S REPORT

- 13.** A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Marketing & Communications Program
 2. Master Plan
 3. Wildlife Hazard Assessment
- C. Capital Projects
1. Airfield Electrical, Safety, and Fence Project
 2. 6100 Hollister Avenue Development
 3. Airline Terminal Solar Project
 4. D & G Car Dealership Project
- D. Financial Summary
- E. City Council Approval
- F. Safety, Enforcement, and Protection

ACTION: Presented

ADJOURNMENT – 6:59 p.m. on order of Chair Hopkins

Hazel Johns
Airport Director

Myndi Hegeman
Airport Commission Secretary