

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

Staff

Commissioners

Carl Hopkins, Chair
Bruce Miller, Vice-Chair
Craig R. Arcuri
Dolores Johnson
Karen M. Kahn
Kirk Martin
Jim Wilson



**Special Meeting
Wednesday
May 25, 2016**

**AGENDA
6:00 p.m.**

601 Firestone Road, SB

Hazel Johns
Airport Director

Tracy C. Lincoln
Airport Operations Manager

Jeffrey McKee
Airport Facilities Manager

Deanna Zachrisson
Business Development Manager

Myndi Hegeman
Airport Commission Secretary

Liaisons

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

ORDER OF BUSINESS: The Airport Commission meeting will begin at 6:00 pm in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

PUBLIC COMMENT: At the beginning of the meeting, any member of the public may address the Airport Commission on any subject matter within the jurisdiction of the Airport Commission that is **not** on the Commission's agenda. The total amount of time for public comments will be 15 minutes, and no individual speaker may speak for more than 2 minutes. If you wish to address the Commission under this item, please complete and deliver to the Airport Director before the meeting is convened, a "Request to Speak" form including a description of the subject you wish to address.

REQUEST TO SPEAK: A member of the public may address the Airport Commission regarding any scheduled agenda item. Any person wishing to make such address should first complete and deliver a "Request to Speak" form prior to the time that the item is taken up by the Commission.

REPORTS: Copies of documents relating to agenda items are available for review in the Airport Administration Office at 601 Firestone Road, and agendas and reports are also posted online at SantaBarbaraCA.gov/ACAgendas. Materials related to an item on this agenda submitted to the Airport Commission after distribution of the agenda packet are available for public inspection in the Airport Administration Office located at 601 Firestone Road, Santa Barbara, CA 93117, during normal business hours.

AMERICANS WITH DISABILITIES ACT: If you need auxiliary aids or services or staff assistance to attend or participate in this meeting, please contact the Airport Administration Office at (805) 967-7111. If possible, notification at least 48 hours prior to the meeting will usually enable the City to make reasonable arrangements. Specialized services, such as sign language interpretation or documents in Braille, may require additional lead time to arrange.

CELLULAR PHONES AND PAGERS: Please turn off cellular phones and pagers or set them to silent mode prior to the start of the meeting. Thank you.

TELEVISION COVERAGE: The Airport Commission's meetings are rebroadcast on City TV Channel 18 on the Friday evening after the meeting. Check the City TV program guide at: <http://www.santabarbaraca.gov/gov/depts/cityadmin/programming.asp>.

CALL TO ORDER

ROLL CALL

CHANGES TO THE AGENDA

PUBLIC COMMENT

1. Any member of the public may address the Airport Commission on any subject within the jurisdiction of the Commission that is **not** scheduled before them that same day. The total amount of time for public comments will be 15 minutes, and no individual speaker may speak for more than 2 minutes.

STAFF COMMUNICATIONS

2. **Introduction of the Airport Business Development Manager**

CONSENT CALENDAR

3. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the regular meeting of Wednesday, April 20, 2016.

4. **Subject: Lease Agreement Mark Crane Tree & Arborist Services**

Recommendation: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Mark Crane Tree & Arborist Services, a Sole Proprietorship, for 6,625 square feet of paved land at 150-A David Love Place, at the Santa Barbara Airport, effective June 1, 2016, for a monthly rental of \$1,193.

5. **Subject: Lease Agreement Greg Moore Electric, Inc.**

Recommendation: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Greg Moore Electric, Inc., a California Corporation, for 6,625 square feet of paved land at 150-B David Love Place, at the Santa Barbara Airport, effective June 1, 2016, for a monthly rental of \$1,193.

6. **Subject: Lease Agreement Pac Net, Inc.**

Recommendation: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Pac Net, Inc., a California Corporation, for 6,360 square feet of land at 150-C David Love Place, and 264 square feet of Building 258, Suite D, at 629 Norman Firestone Road at the Santa Barbara Airport, effective June 1, 2016, for a total monthly rental of \$1,503, exclusive of utilities.

7. **Subject: Lease Agreement Paysage, Inc.**

Recommendation: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Paysage, a California Corporation, for 5,000 square feet of paved land at 160 Frederick Lopez Road, at the Santa Barbara Airport, effective June 1, 2016, for a monthly rental of \$750.

8. Property Management Report – April 2016

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

NOTICES

9. That on Thursday, May 19, 2016 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

This concludes the Consent Calendar.

LIAISON REPORTS

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

ADMINISTRATIVE REPORTS

10. Subject: Approval of Teledyne Reson, Inc. Sublease to Athena Contractors, Inc

Recommendation: That Commission approve and authorize the Airport Director to execute a Consent to Sublease Agreement between Teledyne Reson, Inc. and Athena Contractors, Inc., for 4,800 square feet of Building 223 and 4,020 square feet of adjacent yard at 94 Frederick Lopez Road, at the Santa Barbara Airport, effective May 26, 2016.

11. Subject: Master Plan Update: Traffic Study

Recommendation: That Airport Commission receive a presentation and comment on the status of the Draft Airport Master Plan with respect to revised long-term traffic analysis.

DIRECTOR'S REPORT

12. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Marketing & Communications Program
 2. WWII Memorial Wreaths
 3. Master Plan
 4. Wildlife Hazard Assessment
- C. Capital Projects
1. Airfield Electrical, Safety, and Fence Project
 2. North General Aviation Ramp Replacement Project
 3. Airline Terminal Solar Project
 4. NOAA Project
 5. D & G Car Dealership Project
 6. Direct Relief – Purchase and Sale Agreement
 7. Wings Sculpture
- D. Financial Summary
- E. City Advisory Groups' Annual Workshop - May 26, 2016
- F. Safety, Enforcement, and Protection

ADJOURNMENT