

**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

Hazel Johns
Airport Director
Tracy C. Lincoln
Airport Operations Manager
Jeffrey McKee
Airport Facilities Manager
Deanna Zachrisson
Business Development Manager
Rebecca Fribley
Sr. Property Management Specialist
Myndi Hegeman
Airport Commission Secretary

Liaisons

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

**Wednesday
October 19, 2016
AGENDA**

**6:00 p.m.
601 Firestone Road, SB**

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.

CONSENT CALENDAR

2. Subject: Minutes

Recommendation: That Airport Commission waive the reading and approve the minutes of the special meeting of Wednesday, September 19, 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 monthly Airport Property Management Report.

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

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.

10. Subject: Triennial Emergency Exercise

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

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.

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.

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

ADJOURNMENT