

**CITY OF SANTA BARBARA  
AIRPORT COMMISSION**



**Staff**

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Carl Hopkins, Chair  
Bruce Miller, Vice-Chair  
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Kirk Martin  
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**Liaisons**

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

**Wednesday  
November 16, 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*

Rebecca Fribley  
*Sr. Property Management Specialist*

Myndi Hegeman  
*Airport Commission Secretary*

**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](http://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, October 19, 2016.

### **3. Subject: Fiscal Year 2017 Four-Month Financial Report**

Recommendation: That Airport Commission receive the Fiscal Year 2017 Four-Month financial report.

### **4. Subject: Lease Agreement – Just 4 Fun Party Rentals, Inc.**

Recommendation: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Just 4 Fun Party Rentals, Inc., a California Corporation, for 820 square feet of Building 304, at 53-D Gerald Cass Place, at the Santa Barbara Airport, effective December 1, 2016, for a monthly rental of \$722, exclusive of utilities.

### **5. Subject: Property Management Report – October 2016**

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

## **NOTICES**

6. That on Friday, November 11, 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**

### **7. Subject: Federal Grant Assurances/Disadvantaged Business Programs**

Recommendation: That Airport Commission receive a presentation on Santa Barbara Airport's proposed new goals for participation by certified Disadvantaged Business Enterprises (DBEs) in federally funded projects and in Airport concessions business.

### **8. Subject: Airport Wildlife Hazard Assessment**

Recommendation: That Airport Commission receive a staff presentation on the Santa Barbara Airport Wildlife Hazard Assessment

## **DIRECTOR'S REPORT**

9. 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**