



**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

SPECIAL MEETING

**MINUTES
May 25, 2016**

CALL TO ORDER:

The Special Meeting on Wednesday, May 25, 2016 was called to order at 6:02 p.m. in the Airport Administration Conference Room - 601 Firestone Road, Santa Barbara

ROLL CALL

Airport Commissioners: Carl Hopkins, Craig Arcuri, Karen Kahn, Kirk Martin, and Bruce Miller

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
Myndi Hegeman, Airport Commission Secretary

Absent: Commissioners Dolores Johnson and Jim Wilson

PUBLIC COMMENT

1. No general public comment

STAFF COMMUNICATIONS

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

ACTION: Presented

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.

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

LIAISON REPORTS

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

ACTION: Presented by Councilmember Hotchkiss, nothing to report by Councilmember 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.

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

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

ACTION: Presented

ADJOURNMENT - 6: 30 p.m. on order of Chair Hopkins

Hazel Johns
Airport Director

Myndi Hegeman
Airport Commission Secretary