



CITY OF SANTA BARBARA AIRPORT COMMISSION

MINUTES November 16, 2016

CALL TO ORDER

The Meeting on Wednesday, November 16, 2016 was called to order at 6:00 p.m. in the Airport Administration Conference Room - 601 Firestone Road, Santa Barbara

ROLL CALL

Airport Commissioners: Carl Hopkins, Craig Arcuri, Karen Kahn, 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
Myndi Hegeman, Airport Commission Secretary

Absent: Dolores Johnson and Kirk Martin

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, 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.

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

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

ACTION: Report presented from City of Santa Barbara Liaison

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.

ACTION: Presented

8. Subject: Airport Wildlife Hazard Assessment

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

ACTION: Presented

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

ACTION: Presented

ADJOURNMENT – 6:46 p.m. on order of Chair Hopkins

Hazel Johns
Airport Director

Myndi Hegeman
Airport Commission Secretary