



# City of Santa Barbara

## AIRPORT COMMISSION SPECIAL MEETING AGENDA NOVEMBER 29, 2017

6:00 P.M.

Airport Administration Conference Room  
601 Firestone Road, Santa Barbara  
[SantaBarbaraCA.gov](http://SantaBarbaraCA.gov)  
[FlySBA.com](http://FlySBA.com)

### Commissioners

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

**City of SB Council Liaison** - Frank Hotchkiss  
**City of Goleta Council Liaison** - Michael T. Bennett

### Staff

Hazel Johns, Airport Director  
Deanna Zachrisson, Business Development Manager  
Jeffrey McKee, Airport Facilities Manager  
Mo Graham, Executive Assistant

**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.

**CONSENT CALENDAR:** The Consent Calendar is comprised of items that will not usually require discussion by the Airport Commission. A Consent Calendar item is open for discussion by the Airport Commission upon request of a Commissioner, Airport staff, or member of the public. Items on the Consent Calendar may be approved by a single motion. Should you wish to comment on an item listed on the Consent Agenda, after turning in your "Request to Speak" form, you should come forward to speak at the time the Council considers the Consent Calendar.

**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, 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 Santa Barbara's 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

## NOTICES

1. That on Wednesday, November 27, 2017, at 3:00 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

## PUBLIC COMMENT

2. 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.

## LIAISON REPORTS

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

## CONSENT CALENDAR

3. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the Commission Meeting of Wednesday, September 20, 2017.

Recommendation: That Airport Commission waive the reading and approve the minutes of the Lease Review Subcommittee Work Session Meeting of Wednesday, November 15, 2017.

Recommendation: That Airport Commission waive the reading and approve the minutes of the General Aviation Subcommittee Meeting of Monday, November 20, 2017.

4. **Subject: Property Management Report – November 2017**

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

5. **Subject: Lease Agreement – Arrow Truck Accessories LLC**

Recommendation: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Arrow Truck Accessories, a California Limited Liability Company, for 2,922 square feet of space in Building 116, 5,398 square feet of fenced land and 1,632 square feet of parking space at 6190 Hollister Avenue at Santa Barbara Airport. The rental rate is \$1.28 per square foot of building space and \$.18 per square foot of land/parking. The Agreement would become effective on June 1, 2017 for an annual rental of \$59,712 paid in monthly installments of monthly \$4,976. The lease includes an annual Consumer Price Index (CPI) increase of no less than 3% and no more than 8%.

**6. Subject: Lease Agreement – Spitfire Flight School, Inc.**

Recommendation: That Commission approve and authorize the Airport Director to execute a two-year Lease Agreement, with a single one-year Airport discretionary option, with Spitfire Aviation, Inc., a California Corporation, for a flight school located at 300 Moffett Place effective November 1, 2017. The rental rate is a stepped structure which increases from \$1.10 per square foot to \$1.20 per square foot after six months. For the remaining term, the rent will increase by 5% annually.

**7. Subject: Lease Agreement – The Water Store**

Recommendation: That Commission approve and authorize the Airport Director to execute a two-year Lease Agreement with The Water Store, a California Corporation, for a water purification and direct resale of processed water located at 94 Frederick Lopez Road, Suite B effective December 1, 2017 (including pro-rated rent at new rate for the period November 29-30, 2017 in the first month's rent payment). The rental rate is \$1.85 per square foot for 1,520 square feet of space. The total annual rent is \$33,744 payable in monthly installments of \$2,812. The lease includes an annual Consumer Price Index (CPI) increase of no less than 3% and no more than 8%.

**8. Subject: Lease Agreement – Marborg Industries**

Recommendation: That Commission approve and authorize the Airport Director to execute a one-year, with three (3) automatic one-year options to extend, Lease Agreement with Marborg Industries, Inc., a California Corporation, for 75,953 square feet of land at 20 David Love Place/21 Jack Peres Place for the operation of a recycling center effective January 1, 2018. The rental rate is \$.30 per square foot of land for an annual rent of \$273,430.80 payable in monthly installments of \$22,785.90. The lease includes an annual Consumer Price Index (CPI) increase of no less than 3% and no more than 8%.

**ADMINISTRATIVE REPORTS**

**9. Subject: Lessor's Consent for Assignment of Mag Aviation Fuel Agreement**

Recommendation: That Airport Commission recommend approval of MAG Aviation Fuel's request for a Consent for Assignment of Agreement #201047 to Signature Flight Support of the self-service fueling station at Santa Barbara Airport. The Agreement provided for an initial term of five (5) years, with one five (5) year option. The option to extend was executed beginning April 7, 2015. The Agreement will terminate on April 6, 2020.

**10. Subject: Revisions to Minimum Standards of Aeronautical Activities at Santa Barbara Airport**

Recommendation: That Airport Commission recommend approval of revisions to specific sections of the Minimum Standards for Aeronautical Activities (Minimum Standards) at Santa Barbara Airport. The revisions specifically address: Article 2 “Definitions”, Article 8 “Independent Operators”, and Article 10 “Non-Commercial Activities.

**11. Subject: Lease Amendment - Signature Flight Support**

Recommendation: That Commission recommends to City Council that the Airport Director execute an Amendment of amended, Restated Lease Agreement No. 21,027.4 with Signature Flight Support Corporation (Signature), a California Corporation, to extend the lease term by two years to May 31, 2020. The tenant occupies a total of 938,321 square feet of space, comprised of 116,797 square feet of building space in 12 buildings, including four (4) large hangars. The current annual rental fee will increase from \$490,992 to \$736,488 (on a monthly basis \$40,916 vs. \$61,374) which represents a 50% increase over current rent to the Airport. At the commencement of year two of the Amendment, the rental fee will increase an additional five (5) percent.

**12. Subject: Lease Amendment - Mercury Air Center Inc. dba Atlantic Aviation**

Recommendation: That Commission recommends to City Council that the Airport Director execute an Amendment of amended Lease Agreement No. 21,267.3 with Mercury Air Center Inc. dba Atlantic Aviation (Atlantic), a California Corporation, to extend the lease term by two years to May 31, 2020. The tenant occupies a total of 436,314 square feet of space, comprised of 21,089 square feet of building space in three (3) buildings, including one large hangar and 19 portable T-hangars. The current annual rental fee will increase from \$279,000 to \$348,750 (on a monthly basis \$23,250 vs. \$29,063) which represents a 25% increase over current rent to the Airport. At the commencement of year two of the Amendment, the rental fee will increase an additional five (5) percent.

**DIRECTOR'S REPORT**

**13. A. Airport Operations**

- Passenger Count
- Aircraft Operations
- Air Freight

**B. Programs**

1. Marketing & Communications Program
2. Business & Property Management
  - a. FBO Redevelopment
  - b. Parking Management/Ground Transportation
  - c. 495 South Fairview
3. Facility Planning & Development
  - a. Master Plan

**C. Capital Projects**

1. Runway 7-25 Overlay Project
  2. 6100 Hollister Avenue Development
  3. Airline Terminal Solar Project
- D. Financial Summary
  - E. City Council Approval
  - F. Noise Abatement
  - G. Safety, Enforcement and Protection

## **ADJOURNMENT**