



City of Santa Barbara

AIRPORT COMMISSION SPECIAL MEETING AGENDA DECEMBER 20, 2017

6:00 P.M.

Airport Administration Conference Room
601 Firestone Road, Santa Barbara
SantaBarbaraCA.gov
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
Aaron Keller, Airport Operations 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. 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 Thursday, December 14, 2017, at 5:00 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

INTRODUCTION OF AIRPORT OPERATIONS MANAGER

CONSENT CALENDAR

3. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the Commission Meeting of Wednesday, November 29, 2017.

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

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

5. **Subject: Lease Agreement – Athena Contractors, Inc.**

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a two-year Lease Agreement with Athena Contractors, Inc., a California Corporation,

for 2,040 square feet of office space, 1,240 square feet of warehouse space, and 3,700 square feet of yard space in Building 223, at 94 Frederick Lopez Road, Suite C, at the Santa Barbara Airport, effective December 1, 2017, for a total annual rental of \$71,040 payable in monthly installments of \$5,920.

6. Subject: Lease Agreement – Utility Tree Service, Inc.

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a one (1) year Lease Agreement with Utility Tree Service, Inc., a California Corporation, for 800 square feet of office space in Building 224, at 6100-B Francis Botello Road and 8,734 square feet of paved land at 6160 Robert Kiester Place, at the Santa Barbara Airport, effective January 1, 2018, for a monthly rental of \$3,972, exclusive of utilities.

ADMINISTRATIVE REPORTS

7. Subject: Commercial Airline Operating Permits

Recommendation: That Airport Commission receive a presentation regarding the negotiated three-year operating permits with Alaska Airlines, American Airlines, and United Airlines. Space rental rates and landing fees for the commercial airlines will continue to be adjusted annually based on Airport Commission approved rates and charges.

8. Subject: FY2018 Airport Commercial/Industrial Lease Rates

Recommendation: That Airport Commission approve the proposed Fiscal Year 2018 Commercial/Industrial Rental Rates for land and buildings at Santa Barbara Airport.

Proposed Rates for FY 2018

- *Buildings:*
 - Office \$1.47 to \$1.94/ square foot/ month
 - Industrial / R & D/ Shop / Assembly \$1.10 to \$1.65/square foot / month
 - Storage / Warehouse \$.81 to \$1.15/ square foot / month
 - Retail \$1.40 to \$2.25/square foot/ month
- *Land:*
 - Parking Spaces: \$.15 to \$.35/ square foot / month
 - \$25.00 per space/ month
- *General Aviation:*
 - Tie-down spaces Range from \$122-\$130 per month

DIRECTOR'S REPORT

- 9. 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

- 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
 - 4. 495 South Fairview
- D. Financial Summary
- E. City Council Approval
- F. Noise Abatement
- G. Safety, Enforcement and Protection

ADJOURNMENT