



CITY OF SANTA BARBARA AIRPORT COMMISSION

MINUTES January 18, 2017

CALL TO ORDER

The Meeting on Wednesday, January 18, 2017 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, Dolores Johnson, Karen Kahn, Kirk Martin, Bruce Miller, and Jim Wilson

Staff:
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: Hazel Johns, Airport Director

CHANGES TO THE AGENDA

PUBLIC COMMENT

1. No one wished to speak.

CONSENT CALENDAR

ACTION: Motion/Second to pull Consent Item #7 for a Separate Vote by Commissioners Miller/Martin. Unanimous voice vote.

2. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, November 16, 2016.

3. **Subject: Lease Agreement - Patricia Costello**

Recommendation: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Patricia Costello, a Sole Proprietor, for 120 square feet of office in Building 258, Suite G, at 629 Firestone Road, at the Santa Barbara Airport, effective January 1, 2017, for a monthly rental of \$173, exclusive of utilities.

4. Subject: Lease Agreement - Narretto Gandolfo, Inc., dba Nargan Fire & Safety

Recommendation: That Commission approve and authorize the Airport Director to execute a two-year Lease Agreement with Narretto Gandolfo, Inc., a California Corporation, dba Nargan Fire & Safety, for 1,364 square feet of Building 258, at 629 Firestone Road, at the Santa Barbara Airport, effective February 1, 2017, for a monthly rental of \$2,019, exclusive of utilities.

5. 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 paved land and 3,360 square feet of unpaved 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 January 1, 2017, for a total monthly rental of \$1,973, exclusive of utilities.

6. Subject: Lease Agreement - Precision Motorcycle Services

Recommendation: That Commission approve and authorize the Airport Director to execute a five-year Lease Agreement with Daniel R. Waller, a sole proprietor, dba Precision Motorcycle Services for 2,281 square feet of industrial space in Building 225, Unit B, at 6150 Francis Botello Road, at the Santa Barbara Airport, effective February 1, 2017, for a monthly rental of \$2,777, exclusive of utilities.

8. Subject: Lease Agreement - Utility Tree Service, Inc.

Recommendation: That 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, 2017, for a monthly rental of \$3,030, exclusive of utilities.

9. Subject: Lease Agreement - Clark Vandeventer

Recommendation: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Clark Vandeventer, a Sole Proprietor, for 144 square feet of office in Building 258, Suite H, at 629 Firestone Road, at the Santa Barbara Airport, effective January 1, 2017, for a monthly rental of \$207, exclusive of utilities.

10. Subject: Property Management Report – January 2017

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

ACTION: Motion/Second by Commissioners Miller/Kahn to approve the recommendations on Consent Calendar Items #1-6 and #8-10. Unanimous voice vote.

7. Subject: Lease Agreement - Santa Barbara Electronics Supply, LLC

Recommendation: That Commission approve and authorize the Airport Director to execute a one-year Lease Agreement with Santa Barbara Electronics Supply, LLC., a California Limited Liability Company, for 1,930 square feet of Building 312, Suite C, at 1503 Cecil Cook Place, at the Santa Barbara Airport, effective January 1, 2017, and ending December 31, 2017, for a monthly rental of \$1,896, exclusive of utilities.

Speakers:

Staff: Deanna Zachrisson, Airport Business Development Manager
Members of the Public: Shawn Sullivan, Bill Peterson, Ken Alker, Paula Hamer, Jay Hennigon

ACTION: Motion/Second for approval of Item 7 by Commissioners Miller/Wilson. Voting: Five (5) yes, one (1) no, one (1) abstain

NOTICES

11. That on Thursday, January 12, 2017, at 5:00 pm, 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

12. Subject: Santa Barbara Region Air Service Alliance

Recommendation: That Airport Commission receive a presentation on the formation of an air service alliance for the Santa Barbara region, as well as recent air service development efforts.

ACTION: Presented

13. Subject: Year-End Enplanement Review and Look-Ahead

Recommendation: That Airport Commission receive a presentation on the enplanement performance of Santa Barbara Airport in 2016, as well as some early indicators of enplanement levels in 2017.

ACTION: Presented

DIRECTOR'S REPORT

14. 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. Runway 7-25 Overlay Project
 3. 6100 Hollister Avenue Development
 4. Airline Terminal Solar Project
 5. D & G Car Dealership Project
- D. Financial Summary
- E. City Council Approvals
- F. Safety, Enforcement, and Protection

ACTION: Presented

ADJOURNMENT –7:26 p.m. on order of Chair Hopkins

Hazel Johns
Airport Director

Myndi Hegeman
Airport Commission Secretary