



**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

**M I N U T E S
May 17, 2017**

CALL TO ORDER

The Meeting on Wednesday, May 15, 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, Dolores Johnson, Karen Kahn, Bruce Miller, and Jim Wilson

Absent: Commissioner Craig Arcuri and Kirk Martin

Staff: Hazel Johns, Airport Director
Tracy Lincoln, Airport Operations Manager
Jeff McKee, Airport Facilities Manager
Deanna Zachrisson, Airport Business Development Manager

CHANGES TO THE AGENDA

PUBLIC COMMENT

1. Speaker: Clint Orr. The video recording of comments is available on the City of Santa Barbara's web site <http://www.santabarbaraca.gov/>.

CONSENT CALENDAR

2. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, April 19, 2017.

3. **Subject: Property Management Report – May 2017**

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

ACTION: Motion / Second by Commissioners Hopkins / Wilson to approve the recommendations on Consent Calendar. Unanimous voice vote (Absent Commissioner Craig and Martin).

NOTICES

4. That on Friday, May 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: No reports given

ADMINISTRATIVE REPORTS

5. Subject: Fiscal Year 2017 Third Quarter Financial Report

Recommendation: That Airport Commission receive the Fiscal Year 2017 Third Quarter financial report.

ACTION: Presented

6. Subject: Rental Car Concession Agreements Lease Agreements

Recommendation: That Airport Commission recommend approval to City Council and authorize the Airport Director to execute three five (5) year agreements, each with one 5-year option at mutual discretion for the management of a rental car business on Airport property at the Airline Terminal at 500 Fowler Road and the Quick Turn-Around (QTA) facility at 25 David Love Place, effective upon the latter of the effective date of the City ordinance authorizing the agreements or July 1, 2017, with:

- A. Avis Budget Car Rental LLC, a Delaware Corporation, representing Avis Rent A Car
- B. Enterprise Rent-A-Car Company of Los Angeles, LLC, a Delaware limited liability company, operating Enterprise-Rent-A-Car
- C. Enterprise Rent-A-Car Company of Los Angeles, LLC, a Delaware limited liability company, operating Alamo Rent A Car
- D. The Hertz Corporation, a Delaware Corporation, representing Hertz

Each agreement will require a first year Minimum Annual Guarantee of 90% of the previous calendar year's concession fees paid to the Airport, or 10% gross receipts, whichever is greater. After the first agreement year, the Minimum Annual Guarantee will be calculated as 85% of the previous agreement year's concession fees paid to the Airport. These terms reflect standards of the industry in airport rental car operations.

ACTION: Motion / Second by Commissioners Miller / Hopkins to approve the staff recommendations for Rental Car Concession Agreements Lease Agreement. Unanimous voice vote (Absent Commissioner Craig and Martin).

7. Subject: Surf Air / Encompass Aviation at Santa Barbara Airport

Recommendation: That Airport Commission receive a presentation regarding the plans of membership air carrier Surf Air to transfer its operations, including aircraft and other assets to Encompass Aviation LLC.

ACTION: Presented

DIRECTOR'S REPORT

8. A. Airport Operations
 - Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
 1. Marketing & Communications Program
 2. Master Plan
- 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
- D. Financial Summary
- E. City Council Approval
- F. Noise Abatement

ACTION: Presented

ADJOURNMENT – 6:26 p.m. on order of Chair Kahn

Hazel Johns
Airport Director

Myndi Hegeman
Airport Commission Secretary