CALL TO ORDER

The Meeting on Wednesday, November 29, 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: Craig Arcuri, Bruce Miller, Carl Hopkins, Jim Wilson

Absent: Karen Kahn, Dolores Johnson, Kirk Martin

Staff: Hazel Johns, Airport Director
Deanna Zachrisson, Business Development Manager
Jeffrey McKee, Airport Facilities Manager

CHANGES TO THE AGENDA

None.

NOTICES

1. That on Monday, November 27, 2017, at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

PUBLIC COMMENT

2. No comment.

LIAISON REPORTS

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

ACTION: Report presented by City of Goleta Liaison.
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.


Recommendation: That the 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%.


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%.

ACTION: Motion / Second by Commissioners Wilson / Hopkins to approve the recommendations on Consent Calendar. Unanimous voice vote.

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.

ACTION: Motion / Second by Commissioners Hopkins / Arcuri to approve the recommendation. Unanimous voice vote.

Request to speak: Matt Long, Julie Broderick, Steven Amerikaner, Shawn Sullivan.

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.

ACTION: Motion / Second by Commissioners Hopkins / Wilson to approve the recommendation. Unanimous voice vote.

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.

**ACTION:** Motion / Second by Commissioners Miller / Hopkins to approve the recommendation. Unanimous voice vote.

**Request to speak:** Curt Castagna, Matt Long, Bill McBride, Max Rosenberg, Steven Amerikaner, Joe, Daichendt, William R. Borgsmiller.

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.

**ACTION:** Motion / Second by Commissioners Miller / Hopkins to approve the recommendation. Unanimous voice vote.

**Request to speak:** William R. Borgsmiller, Brianne Whitney.

**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

ACTION: Presented

ADJOURNMENT – 7:27 p.m. on order of Carl Arcuri.

Hazel Johns
Airport Director