



City of Santa Barbara

AIRPORT COMMISSION SPECIAL MEETING AGENDA MARCH 28, 2018

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
Bruce Miller
Jim Wilson

City of SB Council Liaison – Jason Dominguez
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 Friday, March 22, 2018, 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 Jason Dominguez
 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, February 21, 2018.

- 4. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the Budget Subcommittee Meeting of Wednesday, March 14, 2018.

- 5. **Subject: Property Management Report – March 2018**

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

6. Subject: Lease Agreement – Above All Aviation (Flight School)

Recommendation: That Airport Commission authorize the Airport Director to execute a two-year lease agreement with Above All Aviation LLC, a California Limited Liability Company, effective May 1, 2018 for 1,440 square feet of office space in premises located at 1503 Cook Place, Suite A to operate a flight school and pilot testing center for a monthly rental of \$1,987.20 exclusive of shared utility charges.

7. Subject: Lease Agreement – Above All Aviation (Maintenance Facility)

Recommendation: That Commission authorize the Airport Director to execute a two-year lease agreement with Above All Aviation, LLC, a California Limited Liability Company, effective May 1, 2018 for 18,691 square feet of aviation ramp and two aircraft hangars (6,522 square feet in total) at 101 Cyril Hartley Place, and seven designated parking spaces for a monthly rental of \$4,491 per month exclusive of utilities.

8. Subject: Lease Agreement Extension – National Security Technologies (NST)

Recommendation: That Airport Commission recommends to City Council that the Airport Director execute an Amendment of Lease Agreement No. 22,912 with National Security Technologies LLC's successor company Mission Support and Test Services, LLC (MSTS), a Nevada Limited Liability Company, for 8,800 square feet of Building 226 and 47,692 square feet of land, at 6190 Francis Botello Road, at Santa Barbara Airport, to extend the Agreement by one year from August 1, 2018, for a monthly rental of \$29,554.80 exclusive of utilities.

9. Subject: 2017 Integrated Pest Management Annual Report

Recommendation: That Airport Commission accept the Santa Barbara Integrated Pest Management Strategy, 2017 Annual Report, prepared February 2018.

ADMINISTRATIVE REPORTS

10. Subject: Airline Rates & Charges for Fiscal Year 2019

Recommendation: That Airport Commission approve airline rates and charges for FY 2019, including annual Terminal building space square footage rate of \$107, landing fees of \$4.07 per thousand pounds of gross landed weight, boarding bridge fees of \$45 per turn, a remain overnight fee (RON) of \$45, and an "in to plane" fuel flowage fee for commercial airlines of \$.05 per gallon, effective July 1, 2018 through June 30, 2019.

11. Subject: Proposed Operating Budget for Fiscal Year 2019

Recommendation: That Airport Commission recommend approval of the proposed Fiscal Year 2019 Airport Operating Budget for the Airport.

12. Subject: Airport Industrial Area Specific Plan (SP-6) Update

Recommendation: That Commission receive a presentation on the status of the proposed update to the Airport Industrial Specific Plan (SP6-AI).

13. Subject: Rescind Lease Agreement Authorization – Athena Contractors, Inc.

Recommendation: That Airport Commission rescind authorization for 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. The Commission authorized this Agreement in December 2017 and subsequent final negotiations have failed to result in an executed Agreement.

14. Subject: Rescind Lease Agreement Authorization – The Water Store

Recommendation: That Commission rescind authorization for the Airport Director to execute a two-year Lease Agreement with The Water Store, a California Corporation, for 1,520 square feet of office/retail space for a water purification and direct resale of processed water located at 94 Frederick Lopez Road, Suite B, at Santa Barbara Airport. The Commission authorized this Agreement in November 2017 and subsequent final negotiations have failed to result in an executed Agreement.

DIRECTOR'S REPORT

- 15.**
- A. Airport Operations
 - Passenger Count
 - Aircraft Operations
 - Air Freight
 - Semi-annual Recruitment for City Advisory Group Schedule
 - B. Programs
 - 1. Marketing & Communications Program
 - 2. Business & Property Management
 - 3. Facility Planning & Development
 - a. Local Coastal Program Amendment
 - C. Capital Projects
 - 1. Runway 7-25 Overlay Project
 - 2. Airline Terminal Solar Project
 - 3. 495 South Fairview Ramp Reconstruction
 - D. Financial Summary
 - E. City Council Approval
 - F. Noise Abatement
 - G. Safety, Enforcement and Protection

ADJOURNMENT