



# City of Santa Barbara

## AIRPORT COMMISSION MEETING AGENDA JULY 18, 2018

6:00 P.M.

Airport Administration Conference Room  
601 Firestone Road, Santa Barbara  
[SantaBarbaraCA.gov](http://SantaBarbaraCA.gov)  
[FlySBA.com](http://FlySBA.com)

### Commissioners

Karen Kahn, Chair  
Bruce Miller, Vice Chair  
Craig Arcuri  
Carl Hopkins  
Kirk Martin  
Jim Wilson  
Paul Bowen

**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](http://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, July 12, 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

## CITY ADMINISTRATOR REPORT

City of Santa Barbara City Administrator Paul Casey  
City of Santa Barbara Assistant City Administrator Pamela Antil

## CONSENT CALENDAR

3. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the Commission Meeting of Wednesday, June 20, 2018.

4. Recommendation: That Airport Commission waive the reading and approve the minutes of the Lease Review Subcommittee of the Airport Commission Meeting of Thursday, July 12, 2018.
5. Recommendation: That Airport Commission waive the reading and approve the minutes of the Budget Subcommittee of the Airport Commission Meeting of Wednesday, July 12, 2018.

6. **Subject: Property Management Report – June 2018**

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

**7. Subject: Lease Agreement – Amdal Transport Services, Inc.**

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a three (3) year Lease Agreement with Amdal Transport Services, Inc., a California Corporation, for 1,054 square feet of office space in Building 117 located at 705-A Norman Firestone Road at Santa Barbara Airport, effective August 1, 2018 for a monthly rental of \$1,718, exclusive of utilities.

**ADMINISTRATIVE REPORTS**

**8. Subject: Revised Airport Rates and Charges – “Per Turn Fee”**

Recommendation: That the Airport Commission approve the addition of a ‘per turn fee’ to the schedule of commercial air carrier Airport Rates and Charges.

**9. Subject: Amendments to Air Service Incentive Program**

Recommendation: That the Airport Commission recommend approval of the amendments to the Airport’s 2009 Air Service Incentive Program.

**10. Subject: Operating Permit for Frontier Airlines**

Recommendation: That Airport Commission approve and authorize the Airport Director to execute an Airline Operating Permit with Frontier Airlines, a Colorado Corporation, for 663 feet of ticket counter and que space, 129 square feet of airline ticket and storage space, joint use fees for baggage make-up, gate hold, inbound baggage and baggage claim use. Anticipated costs for the airline are approximately \$23,442 per month for terminal use, not including landing fees.

**11. Subject: Operating Permit for MN Airlines LLC dba Sun Country Airlines**

Recommendation: That Airport Commission approve and authorize the Airport Director to execute an Airline Operating Permit with MN Airlines LLC dba Sun Country Airlines, a Minnesota Limited Liability Company, for 620 feet of ticket counter and que space, 129 square feet of airline ticket and storage space. The airline will pay a ‘per turn fee’ for the rights to use baggage make-up, gate hold, inbound baggage and baggage claim facilities for their seasonal service. The ‘per turn fee’ will be \$2.19 per deplaned passenger and \$3.57 per enplaned passenger. Total monthly per turn fees will vary based on actual passenger load factors. Anticipated costs for the airline are approximately \$13,772 per month for terminal use, not including landing fees.

**12. Subject: Lease Agreement – Northeast Hangar 4B**

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a one year and 10 month Lease Agreement with Signature Flight Support Services, Inc. for approximately 20,000 square feet of hangar space in Building 224 located at 495 S. Fairview Avenue at the Santa Barbara Airport, effective August 1, 2018 for a monthly rental of \$20,000, exclusive of utilities.

**13. Subject: Runway 7-25 Overlay Project Update**

Recommendation: That the Airport Commission receive a staff presentation regarding the Runway 7-25 Overlay Project.

**DIRECTOR'S REPORT**

- 14.** A. Airport Operations
- Passenger Count
  - Aircraft Operations
  - Air Freight
  - ASOS Training
- B. Programs
1. Marketing & Communications Program
  2. Business & Property Management
  3. Facility Planning & Development
    - a. Local Coastal Program Amendment
    - b. Airport Industrial Area Specific Plan Update
- D. Capital Projects
1. Airline Terminal Solar Project
  2. 495 South Fairview Temporary Electrical Power Update
  3. 495 South Fairview Electrical Update
  4. North East GA Ramp Reconstruction
  5. 6100 Hollister Avenue Update
  6. 6210-6290 Hollister Avenue Update
- E. Financial Summary
- F. City Council Approval
- G. Noise Abatement
- H. Safety, Enforcement and Protection

**ADJOURNMENT**