



City of Santa Barbara

AIRPORT COMMISSION MEETING AGENDA AUGUST 15, 2018

6:00 P.M.

Airport Administration Conference Room
601 Firestone Road, Santa Barbara
SantaBarbaraCA.gov
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
Jeffrey McKee, Airport Facilities Manager
Aaron Keller, Airport Operations Manager
Deanna Zachrisson, Business Development 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 Thursday, August 9, 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, July 18, 2018.

4. **Subject: Property Management Report – July 2018**

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

5. **Subject: Lease Agreement – Inga Gorsvans-Buell and George Buell**

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Inga Gorsvans-Buell and George Buell, a Sole Proprietorship, for 244 square feet of office space in Building 258 located at 629-D Norman Firestone at the Santa Barbara Airport, effective September 1, 2018 for a monthly rental of \$388, exclusive of utilities.

ADMINISTRATIVE REPORTS

6. **Subject: Fiscal Year 2018 Fourth Quarter Financial Report**

Recommendation: That Commission receive a staff presentation regarding the Fiscal Year 2018 Fourth Quarter Financial report.

7. Subject: Fiscal Year 2018 P3 Year-End Progress Report

Recommendation: That Airport Commission receive the Fiscal Year 2018 P3 Performance Measure report for all Airport programs.

8. Subject: Airport Industrial Area Specific Plan (SP6-AI) Update – Phase 1

Recommendation: That Commission receive a presentation on the status of the market analysis for the Airport Industrial Area Specific Plan (SP6-AI) update.

9. Subject: Overview of LeighFisher Phase II FBO Redevelopment Scope

Recommendation: That the Airport Commission receive a presentation regarding the Phase II FBO Redevelopment Project scope that will be completed by the Airport's consultant firm LeighFisher in collaboration with Airport staff during FY 2019 and FY 2020.

10. Subject: Air Service Development Program

Recommendation: That Airport Commission receive a presentation by Kevin Schorr, Campbell-Hill Aviation Group, LLC, regarding the Airport's 2019 Air Service Development Program.

DIRECTOR'S REPORT

- 11. A. Airport Operations
 - Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
 - 1. Marketing & Communications Program
 - 2. Business & Property Management
 - 3. Facility Planning & Development
 - a. Local Coastal Program Amendment
- C. Capital Projects
 - 1. Airline Terminal Solar Project
 - 2. 495 South Fairview Electrical Update
 - 3. 6100 Hollister Avenue Update
 - 4. 6210-6290 Hollister Avenue Update
- D. Financial Summary
- E. City Council Approval
- F. Safety, Enforcement and Protection

ADJOURNMENT