



# City of Santa Barbara

## AIRPORT COMMISSION SPECIAL MEETING AGENDA NOVEMBER 26, 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

Aaron Keller, Interim Airport Director  
Deanna Zachrisson, Business Development Manager  
Jeffrey McKee, Airport Facilities Manager  
Kellie Reed, Acting 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:  
[www.SantaBarbaraCA.gov/CityTVProgramGuide](http://www.SantaBarbaraCA.gov/CityTVProgramGuide)

## CALL TO ORDER

## ROLL CALL

## CHANGES TO THE AGENDA

## NOTICES

1. That on Wednesday, November 21, 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 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, October 17, 2018.

Recommendation: That Airport Commission waive the reading and approve the minutes of the Budget Subcommittee Meeting of October 17, 2018.

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

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

**5. Subject: Lease Agreement – Strahan & Montanes Enterprises, Inc., dba Arcady Distributing**

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a five year (5) Lease Agreement with Strahan & Montanes Enterprises, Inc., a California Corporation, dba Arcady Distributing (Arcady), for 3,200 square feet of office and warehouse space and 3,500 square feet of land, in Building 345 at 100-B Clyde Adams Road, effective December 1, 2018, for a monthly rental of \$4,970.00, exclusive of utilities.

**6. Subject: Lease Agreement – Utility Tree Service, Inc.**

Recommendation: That Commission approve and authorize the Airport Director to execute a three (3) year Lease Agreement plus two (2) automatic, one (1) year options to extend with Utility Tree Service, Inc., a California Corporation, for 800 square feet of office space in Building 224, at 6100-B Francis Botello Road and 8,734 square feet of paved land at 6160 Robert Kiester Place, at the Santa Barbara Airport, effective January 1, 2019, for a monthly rental of \$4,119.21, exclusive of utilities. The automatic options are predicated on Lessee's compliance with all lease terms.

**7. Subject: License Agreement with Federal Express, Inc (FedEx)**

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a) a one-year License Agreement with Federal Express, Inc. (FedEx), a Delaware corporation, for approximately 49,410 square feet of hangar space in Hangar 3, approximately 10,000 square feet of office space, and 10,500 square feet of paved land for exclusive use located at 495 S. Fairview Avenue at Santa Barbara Airport for a monthly rental of \$45,612 exclusive of utilities and Common Area Maintenance (CAM) charges; b) rescind approval of a previously proposed Tolling Agreement, which ultimately was not executed by FedEx.

## **ADMINISTRATIVE REPORTS**

**8. Subject: FBO Redevelopment Project Update**

Recommendation: That Commission receive a presentation about recent staff work on the FBO redevelopment, the finalized project scope with consultant LeighFisher, and the revised timeline for the redevelopment.

**9. Subject: Preparations for Holiday Airport Parking Demand**

Recommendation: That Commission receive a presentation about the preparations taking place in anticipation of holiday season travel and increased demand for parking at the Airport.

**10. Subject: Santa Barbara Airport Noise Abatement Program Overview**

Recommendation: That Commission receive a presentation including an overview and update of the Noise Abatement Program at the Airport.

## **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
  4. Cert & Ops
- C. Capital Projects
  1. Airline Terminal Solar Project
  2. 495 South Fairview Electrical Update
  3. NE GA Ramp Reconstruction
  4. 6100 Hollister Avenue Update
  5. 6210-6290 Hollister Avenue Update
- D. Financial Summary
- E. City Council Approval
- F. Noise Abatement
- G. Safety, Enforcement and Protection

## **ADJOURNMENT**