



**CITY OF SANTA BARBARA  
AIRPORT COMMISSION  
August 15, 2018  
MINUTES**

**CALL TO ORDER**

The meeting on Wednesday, August 15 was called to order at 6:00 p.m. in the Airport Administration Conference Room – 601 Firestone Road, Santa Barbara.

**ROLL CALL**

**Airport Commissioners:** Present: Karen Kahn, Kirk Martin, Carl Hopkins, Jim Wilson, Paul Bowen, Craig Arcuri

Absent: Bruce Miller

**Staff:**

Hazel Johns, Airport Director

Deanna Zachrisson, Business Development Manager

Jeffrey McKee, Airport Facilities Manager

Aaron Keller, Airport Operations Manager

**CHANGES TO THE AGENDA**

None.

**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. No comment.

**LIAISON REPORTS**

City of Santa Barbara Liaison Councilmember Jason Dominguez  
City of Goleta Liaison Councilmember Michael T. Bennett

**ACTION:** Report presented from Liaison Michael T. Bennett.

**CONSENT CALENDAR**

**3. Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the Commission Meeting 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.

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

**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.

**ACTION:** Presented.

**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.

**ACTION:** Presented.

**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.

**ACTION:** Presented.

**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.

**ACTION:** Presented.

**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.

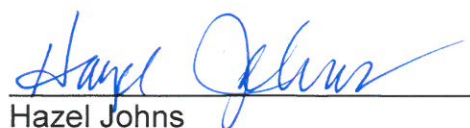
**ACTION:** Presented.

**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

**ACTION:** Presented

**ADJOURNMENT** – 7:55 p.m. on order of Chair, Karen Kahn



Hazel Johns  
Airport Director