



City of Santa Barbara

AIRPORT COMMISSION

AGENDA

JANUARY 16, 2019

6:00 P.M.

Airport Administration Conference Room

601 Firestone Road, Santa Barbara

SantaBarbaraCA.gov

FlySBA.com

Commissioners

Karen Kahn, Chair

Craig Arcuri

Carl Hopkins

Jim Wilson

Paul Bowen

Carole Goodman

Dennis Houghton

City of SB Council Liaison – Jason Dominguez

City of Goleta Council Liaison

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. 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

CALL TO ORDER

ROLL CALL

CHANGES TO THE AGENDA

NOTICES

1. That on Thursday, January 10, 2019, 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

COMMISSION MATTERS

3. **Subject: Election of Officers and Subcommittee Assignments**

Recommendation: That Commission elect a Chair, Vice Chair, and make subcommittee assignments.

CONSENT CALENDAR

4. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the Commission Meeting of Wednesday, December 19, 2018.

5. **Subject: Property Management Report – December 2018**

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

6. Subject: Lease Agreement – Northern Energy Services, LLC

Recommendation: That Commission approve and authorize the Airport Director to execute a two (2) year Lease Agreement, plus three (3) automatic one (1) year options to extend, with Northern Energy Services, LLC effective on or before May 1, 2019. The combined office/warehouse space is 2,300 square feet located in Building 2, Suite B, at 6100 Hollister Road for a monthly rental of \$3,680, exclusive of utilities and CAM charges. The automatic options are predicated on Lessee's compliance with all lease terms.

7. Subject: Lease Agreement – AG Rx

Recommendation: That Commission approve and authorize the Airport Director to execute a five (5) year Lease Agreement with AG Rx, a California Corporation, effective February 1, 2019, for a monthly rental of \$9,161.77 exclusive of utilities. The Lease encompasses 3,120 square feet of combined office/warehouse space in Building 225, Suites C & D, at 6150 Francis Botello Road, and 20,797 square feet of adjacent land.

8. Subject: Lease Agreement – Narretto Gandolfo, Inc., dba Nargan Fire & Safety

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 Narretto Gandolfo, Inc. dba Nargan Fire & Safety ("Nargan") effective February 1, 2019. The office and storage space is 1,364 square feet located in Building 258, Suite F, at 629 Firestone Road for a monthly rental of \$2,163.00, exclusive of utilities and CAM charges. The automatic options are predicated on Lessee's compliance with all lease terms.

ADMINISTRATIVE REPORTS

9. Subject: Northeast Apron Rehabilitation Project and Northeast Hangar Permanent Power Update

Recommendation: That Airport Commission receive a staff presentation regarding the Northeast Apron Rehabilitation Project and the status of permanent power being restored to the Northeast Hangar.

10. Subject: Santa Barbara Airport Noise Abatement Program Overview

Recommendation: That Commission receive a presentation including an update of the recent Noise Abatement Program activity at the Airport, and a brief history of the Noise Abatement Committee.

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. 6100 Hollister Avenue Update
 - 4. 6210-6290 Hollister Avenue Update
- D. Financial Summary
- E. City Council Approval
- G. Safety, Enforcement and Protection

ADJOURNMENT