



City of Santa Barbara

AIRPORT COMMISSION AGENDA MARCH 20, 2019

6:00 P.M.

Airport Administration Conference Room
601 Firestone Road, Santa Barbara
SantaBarbaraCA.gov
FlySBA.com

Commissioners

Craig Arcuri, Chair
Carl Hopkins, Vice Chair
Karen Kahn
Jim Wilson
Paul Bowen
Carole Goodman
Dennis Houghton

City of SB Council Liaison – Jason Dominguez
City of Goleta Council Liaison – James Kyriaco

Staff

Henry Thompson, Airport Director
Deanna Zachrisson, Business Development Manager
Jeffrey McKee, Airport Facilities Manager
Aaron Keller, Airport Operations Manager
Mo Graham, Commission Secretary

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 Friday, March 15, 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

CONSENT CALENDAR

3. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the Commission Meeting of Wednesday, January 16, 2019.

4. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the Budget Subcommittee Meeting of Thursday, March 14, 2019.

5. **Subject: Property Management Report – February 2019**

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

6. **Subject: Reschedule Of Certain Commission Meetings in 2019**

Recommendation: That the Commission reschedule the regular Commission Meetings on the following dates: June 19 to June 26 and September 18 to September 25.

7. Subject: Lease Agreement – Cospheric LLC

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 Cospheric LLC commencing on or about June 1, 2019. The company will lease three (3) units located at 6100 Hollister Avenue, consisting of units 5A and 5B in Building 5 and unit 4B in Building 4. The combined office/warehouse space is approximately 6,900 square feet for an estimated monthly rental of \$11,270, exclusive of utilities and CAM charges. The automatic options are predicated on the Lessee's compliance with all lease terms.

8. Subject: Lease Agreement with Federal Express, Inc (FedEx)

That Airport Commission recommend approval to City Council and authorize the Airport Director to execute a ten-year Lease Agreement, with one five (5) year option to extend, with Federal Express, Inc. (FedEx), a Delaware corporation, for approximately 49,410 square feet of hangar space, approximately 10,000 square feet of office space, and 10,500 square feet of paved land in the parking area for exclusive use at Santa Barbara Airport's Northeast Hangar facility (Hangar 13) located at 495 S. Fairview Avenue for a monthly rental of \$46,980 exclusive of utilities and Common Area Maintenance (CAM) charges.

9. Subject: Lease Agreement – Inovati

That Commission approve and authorize the Airport Director to execute a two (2) year Lease Agreement, plus two (2) automatic one (1) year options to extend, with Inovati, effective on or before April 1, 2019. The combined office/warehouse space is 10,880 square feet located in Building 114 at 100 Frederick Lopez Road for an annual rental of \$189,312, exclusive of utilities. The automatic options are predicated on the Lessee's compliance with all lease terms.

10. Subject: Lease Agreement – Santa Barbara Restoration, Inc. dba Servpro

That Commission approve and authorize the Airport Director to execute a two (2) year Lease Agreement, plus two (2) automatic one (1) year options to extend, with Santa Barbara Restoration, Inc. dba Servpro Santa Barbara ("Servpro") commencing on or about June 1, 2019. The combined office/warehouse space is 2,300 square feet located in Building 4, Suite A, at 6100 Hollister Road for a monthly rental of \$3,680, exclusive of utilities and CAM charges. The automatic options are predicated on the Lessee's compliance with all lease terms.

ADMINISTRATIVE REPORTS

11. Subject: Proposed Operating Budget for Fiscal Years 2020 and 2021

Recommendation: That Airport Commission recommend approval of the proposed Fiscal Year 2020 and Fiscal Year 2021 Airport Operating Budget for the Airport.

12. Subject: Airline Rates & Charges for Fiscal Year 2020

Recommendation: That Airport Commission approve airline rates and charges for FY 2020, including annual Terminal building space square footage rate of \$110, landing fees of \$3.99 per thousand pounds of maximum gross landing weight (MGLW), boarding bridge fees of \$39 per turn, a remain overnight fee (RON) of \$39, an "in to plane" fuel flowage fee for commercial airlines of \$.05 per gallon, and a seasonal "per turn" fee of \$3.06 per enplaned and \$1.87 per deplaned passenger, effective July 1, 2019 through June 30, 2020.

13. Subject: Santa Barbara Airport Noise Abatement Program Update

Recommendation: That Commission receive a presentation including an update of the recent noise abatement program activity at the Airport, and confirmation of the Noise Abatement Sub-Committee date and time.

14. Subject: Terminal Capacity Enhancements

Recommendation: That Commission receive a presentation about terminal capacity enhancements planned to address the capacity constraints resulting from a significant increase in new commercial air carriers and new frequencies/destinations served by the Airport, in particular the start of scheduled new service by Delta Airlines in August 2019.

DIRECTOR'S REPORT

- 15.** 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. 6100 Hollister Avenue Update
 3. 6210-6290 Hollister Avenue Update
- D. Financial Summary
- E. City Council Approval
- F. Safety, Enforcement and Protection

ADJOURNMENT

*Airport Commission meets on the third Wednesday of each month at 6:00 p.m.
Next Airport Commission Meeting is April 17, 2019*