



City of Santa Barbara

AIRPORT COMMISSION MEETING AGENDA FEBRUARY 19, 2020

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 – Eric Friedman

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
Tava Ostrenger, Assistant City Attorney
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 3 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 Commission 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, February 13, 2020, 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 3 minutes.

LIAISON REPORTS

3. City of Santa Barbara Liaison Councilmember Eric Friedman
City of Goleta Liaison Councilmember James Kyriaco

COMMISSION MATTERS

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

Recommendation: That Airport Commission elect a 2020 Chair, Vice Chair, and make subcommittee assignments to proposed subcommittee structure.

DIRECTOR'S REPORT

5.
 - Business and Development
 - Certification and Operations
 - Facilities and Maintenance

- 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. Terminal Projects:
 - a. Passenger Boarding Bridge
- D. Financial Summary
- E. City Council Approval

CONSENT CALENDAR

6. Subject: Minutes

Recommendation: That Airport Commission waive the reading and approve the minutes of the Commission Meeting of Wednesday, December 18, 2019.

Recommendation: That Airport Commission waive the reading and approve the minutes of the Airport Commission Lease Review Subcommittee Meeting of Tuesday, February 11, 2020.

7. Subject: Property Management Report – January 2019

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

8. Subject: 2020 Airport Commission Meeting Calendar

Recommendation: That Airport Commission accept the proposed 2020 schedule of meetings, including the reschedule of the regular Airport Commission Meeting on the following date: September 16 to September 23, 2020.

ADMINISTRATIVE REPORTS

9. Subject: SBA Minimum Standards Update – Consultant Engagement, Stakeholder Notifications and Preliminary Findings

Recommendation: That Airport Commission receive a staff presentation on progress regarding the 2020 SBA Minimum Standards update.

10. Subject: Fixed Base Operator (FBO) Redevelopment Project Update and Recommended City Council Approval of Proposed Interim FBO Leases

Recommendation:

A: That Commission receive a presentation on the status of the Fixed Base Operator (FBO) Redevelopment Project.

B: That Commission recommend approval to the City Council and authorize the Airport Director to execute a 3-year Lease Agreement with two, one-year options to extend with Signature Flight Support Corporation (Signature), a Delaware Corporation, for approximately 590,250 square feet of surface area, building and hangar space, as well as 99,496 in preferential ramp space, at Santa Barbara Airport effective June 1, 2020 for a monthly rental of \$140,742 exclusive of utilities and NE Hangar common area charges. The subject premises are located in an Aviation Facilities (AF) zone.

C: That Commission recommend approval to the City Council and authorize the Airport Director to execute a 3-year Lease Agreement with two, one-year options to extend with Mercury Air Center Inc. dba Atlantic Aviation (Atlantic), a California Corporation, for approximately 502,022 square feet of surface area, building and hangar space, at Santa Barbara Airport effective June 1, 2020 for a monthly rental of \$99,227 exclusive of utilities and NE Hangar common area charges. The subject premises are located in an Aviation Facilities (AF) zone.

11. Subject: Lease Agreement – Wow Gear LLC

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a two (2) year Lease Agreement with one, 1-year option to extend with Wow Gear LLC (“Wow Gear”), a California LLC, for approximately 2,300 square feet of Building 4, unit 4B at 6100 Hollister Avenue. The Lease effective date is February 1, 2020, for a monthly rental of \$3,795, exclusive of utilities and common area maintenance charges.

ADJOURNMENT

*Airport Commission meets on the third Wednesday of each month at 6:00 p.m.
Next Airport Commission Meeting is March 18, 2020*