



City of Santa Barbara

AIRPORT COMMISSION MEETING AGENDA SEPTEMBER 23, 2020

6:00 P.M.

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

Commissioners

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

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

IN ORDER TO PROMOTE SOCIAL DISTANCING AND PRIORITIZE THE PUBLIC'S HEALTH AND WELL-BEING, THE GOVERNOR OF THE STATE OF CALIFORNIA ISSUED EXECUTIVE ORDER N-29-20, WHICH ALLOWS THE SANTA BARBARA CITY COUNCIL AND COMMISSIONS TO HOLD MEETINGS VIA TELECONFERENCES OR OTHER ELECTRONIC MEETING FORMAT WHILE STILL MEETING THE STATE'S OPEN AND PUBLIC MEETING REQUIREMENTS. AS A PUBLIC HEALTH AND SAFETY PRECAUTION, THE AIRPORT ADMINISTRATION CONFERENCE ROOM WILL NOT BE OPEN TO THE GENERAL PUBLIC. COMMISSIONERS MAY PARTICIPATE ELECTRONICALLY. THE CITY OF SANTA BARBARA STRONGLY ENCOURAGES AND WELCOMES PUBLIC PARTICIPATION DURING THIS TIME. PUBLIC PARTICIPATION IS AVAILABLE THROUGH THE FOLLOWING OPTIONS:

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

ONLINE STREAMING: Airport Commission meetings are streamed live at www.SantaBarbaraCA.gov/brdcomm/ac

ELECTRONIC PARTICIPATION: Join Meeting Electronically at:

<https://attendee.gotowebinar.com/register/114632193409486091>

Webinar ID
631-311-987

After registering, you will receive a confirmation email containing information about joining the webinar. You will be connected to audio using your computer's microphone and speakers (VoIP). A headset is recommended. You can also select the option to use your telephone, but you must use the Go To Webinar software to interact with the meeting. Select "Use Telephone" after joining the webinar in order to use your telephone.

Oral comments during a meeting may be made by electronic participation only.

If you have technical questions about the webinar, please go to: <https://support.goto.com/webinar>.

WRITTEN PUBLIC COMMENT: Public comments may also be submitted via email to SBAPublicComment@SantaBarbaraCA.gov prior to the beginning of the Commission Meeting. All public comments submitted via email will be provided to Airport Commission and will become part of the public record.

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PUBLIC COMMENT: Public comment on matters not listed on the agenda will occur at the beginning of the meeting. Members of the public wishing to speak must “raise their hand” in the GoToWebinar platform by selecting the virtual hand icon, which is generally located on most devices in the upper right hand corner of the screen. When persons are called on to speak, their microphone will be activated and they will be notified to begin speaking. Each speaker will be given a total of 3 minutes to address the Commission. Pooling of time is not allowed during general public comment. The time allotted for general public comment at the beginning of the 6:00 p.m. session is 30 minutes. The Airport Commission, upon majority vote, may decline to hear a speaker on the grounds that the subject matter is beyond the Commission’s subject matter jurisdiction.

PUBLIC COMMENT ON AGENDIZED ITEMS: Members of the public wishing to speak on a matter on the agenda must “raise their hand” in the GoToWebinar platform by selecting the virtual hand icon during the presentation of that item. The “raise hand” icon is generally located on most devices in the upper right hand corner of the screen. When persons are called on to speak, their microphone will be activated and they will be notified to begin speaking. Each speaker will be given a total of 3 minutes to address the Commission. Pooling of time is not permitted during meetings conducted electronically.

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 "Raising Your Hand", you will be called upon 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.

CALL TO ORDER

ROLL CALL

CHANGES TO THE AGENDA

NOTICES

1. That on Thursday, September 17, 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

DIRECTOR'S REPORT

4.
 - 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. Cert & Ops
 - C. Capital Projects
 1. Terminal Projects:
 - a. Airfield Sweeper
 - b. North East Hangar
 - D. Financial Summary

CONSENT CALENDAR

5. Subject: Minutes

Recommendation: That Airport Commission waive the reading and approve the minutes of the Commission Meeting of Wednesday, August 19, 2020.

6. Subject: Property Management Report – August 2020

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

ADMINISTRATIVE REPORTS

7. Subject: Lease Agreement – Coastal Aviation Inc.

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a four-year Lease Agreement plus a one-year option to extend at Airport's sole discretion, with Coastal Aviation Inc., a California corporation, for approximately 20,000 square feet of Hangar 15 and 2,686 square feet of adjacent office space in Building 244 located at 495 S. Fairview Ave., Santa Barbara, CA, effective January 1, 2021. Initial annual rent will be \$298,094 payable in monthly installments averaging \$24,841 plus a monthly apron use fee of \$500, monthly CAM proportion estimated at \$500, and utilities.

8. Subject: FAA Enforcement and Compliance Update

Recommendation: That Commission receive a presentation on Federal Aviation Administration (FAA) Enforcement and Compliance efforts underway at the Airport.

9. Subject: Airport FY20/21 Budget Process Recap and Status Update

Recommendation: That Commission receive a presentation on FY20/21 Airport Budget Process Recap and Status Update.

ADJOURNMENT

The next Airport Commission Meeting is scheduled for October 21, 2020 at 6:00 p.m.