



City of Santa Barbara

AIRPORT COMMISSION MEETING AGENDA SEPTEMBER 21, 2022

6:00 P.M.

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

Commissioners

Carole Goodman
Cassandra Reed
Dan Glaeser
Levi Maaia
Paul Bowen
Dennis Houghton, Vice Chair
Craig Arcuri, Chair

City of SB Council Liaison – Eric Friedman
City of Goleta Council Liaison – Kyle Richards

Staff

Brian D'Amour, Interim Airport Director
Robert Dixon, Airport Properties Manager
Andrew Bermond, Airport Facilities Manager and
Acting Operations Manager
Jonathan Abad, Airport Business Manager
Sara Iza, Airport Development 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. 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.

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: 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. Each speaker will be given a total of 3 minutes to address 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.

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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

1. CHANGES TO THE AGENDA

NOTICES

2. That on Friday, September 16, 2022, at 5:00 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

PUBLIC COMMENT

3. 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

4. City of Santa Barbara Liaison Councilmember Eric Friedman
City of Goleta Liaison Councilmember Kyle Richards

REPORT FROM THE INTERIM AIRPORT DIRECTOR

5. Recommendation: That Airport Commission hear a brief report from the Interim Airport Director. The report will include an update on commercial airline activity, a current year budget summary, and a brief summary of Director activities.

CONSENT CALENDAR

6. **Subject: Minutes**

Recommendation: That Airport Commission waive the reading and approve the minutes of the Commission Meeting of Wednesday, July 20, 2022.

Recommendation: That Airport Commission waive the reading and approve the minutes of the GA Subcommittee Meeting of Tuesday, August 9, 2022.

Recommendation: That Airport Commission waive the reading and approve the minutes of the Special Commission Meeting of Monday, September 12, 2022.

7. **Subject: Property Management Report – August 2022**

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

8. Subject: Lease: Mark Crane Tree, Inc. New Lease

Recommendation: That the Airport Commission approve and authorize the Airport Director to execute a five (5) year Lease Agreement with Mark Crane Tree, Inc. for yard storage space at 40 David Love Place Santa Barbara, California 93117 of approximately 11,333 square feet for a period beginning October 1, 2022 and ending September 30, 2027 at a rental rate of \$0.33 per square foot per month or \$3,739.89 per month exclusive of utilities.

9. Subject: Atlantic Aviation First Amendment to Lease Agreement

Recommendation: That the Airport Commission approve and authorize the Airport Director to execute a First Amendment to Lease Agreement No. 28,008 with Mercury Air Center-Santa Barbara Inc. DBA Atlantic Aviation, a California Corporation, in order to increase and redefine the leasehold area where aircraft may be parked on the ramp.

10. Subject: T2S Property Services, Inc. New Lease

Recommendation: That the Airport Commission approve and authorize the Airport Director to execute a two (2) year Lease Agreement with T2S Property Services, Inc. for office and warehouse space at 6150 Francis Botello Road #A Santa Barbara, California 93117 of approximately 842 square feet for a period beginning October 1, 2022 and expiring on September 30, 2024 at a rental rate of \$1.60 per square foot per month or \$1,347.20 per month exclusive of utilities.

11. Subject: Alvand Transportation Corp. New Lease

Recommendation: That the Airport Commission approve and authorize the Airport Director to execute a five (5) year Lease Agreement with Alvand Transportation Corp. for yard storage space at 20 Jack Peres Place Santa Barbara, California 93117 of approximately 24,450 square feet for a period beginning October 1, 2022 and expiring on September 30, 2027 at a rental rate of \$0.33 per square foot per month or \$8,068.50 per month exclusive of utilities.

12. Subject: Establishing Customer Facility Charge For Rental Car Contracts At The Santa Barbara Airport

Recommendation: That Airport Commission:

- A. Recommend to the City Council approval of the establishment of a Customer Facility Charge not to exceed \$10 per contract to be imposed by and collected by all on-airport rental car companies; and
- B. Recommend to the City Council approval of the City of Santa Barbara declaring its official intent to reimburse certain airport capital expenditures from proceeds of indebtedness for the purpose of funding half of the Southfield Redevelopment Project and financing, designing and constructing the proportionate share of the airport parking structure that the rental car companies will occupy.
- C. Recommend to the City Council that the Concession Agreements with Enterprise, Avis/Budget, Hertz/Dollar, and National/Alamo be amended to include a provision to require the on-airport rental car companies to collect a Customer Facility Charge not to exceed \$10

per contract for the purpose of funding half of the Southfield Redevelopment Project and financing, designing and constructing the proportionate share of the airport parking structure that the rental car companies will occupy.

ADMINISTRATIVE REPORTS

13. Subject: Recommended Final Minimum Standard Requirements for Aeronautical Activities at the Santa Barbara Municipal Airport

Recommendation: That the Airport Commission:

- A. Receive a presentation from staff regarding the Final Minimum Standard Requirements for Aeronautical Activities at the Santa Barbara Municipal Airport; and
- B. Recommend that the City Council approve the Minimum Standard Requirements for Aeronautical Activities at the Santa Barbara Municipal Airport; and

14. Subject: Airport Marketing & Communications Program Update

Recommendation: That Commission receive a presentation about the Airport's strategic marketing and communications program to support air service growth and community engagement efforts, including a review of the previous year and plans for the upcoming fiscal year.

ADJOURNMENT

The next Airport Commission Meeting is scheduled for October 19, 2022 at 6:00 p.m.