



**CITY OF SANTA BARBARA
AIRPORT COMMISSION
January 17, 2024
MINUTES**

CALL TO ORDER

The meeting on Wednesday, January 17, 2024, was called to order at 6:00 p.m.

ROLL CALL

Airport Commissioners: Present: Dennis Houghton, Bruce Miller, Dan Glaeser,
Levi Maaia, Craig Arcuri

Excused: Cassandra Reed, Topaz Grabman

Staff: Chris Hastert, Airport Director
John Feldhans, Acting Properties Manager
Angi Daus, Airport Marketing Supervisor
Mo Graham, Commission Secretary

Guests: Kim Hiltachk
Chris Vargas
Kevin Schorr

CHANGES TO THE AGENDA

1. None.

NOTICES

2. That on Friday, January 12, 2024, at 5:00 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

PUBLIC COMMENT

3. **Request to Speak:** Paul Bowen, Charles Kolstad.

LIAISON REPORTS

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

ACTION: No report given.

COMMISSION MATTERS

5. Subject: Election of Officers

Recommendation: That Airport Commission elect a 2024 Chair and Vice Chair.

ACTION: Motion/Second made by Commissioners Arcuri / Maaia to nominate Dennis Houghton as Chair and Dan Glaeser as Vice Chair. Unanimous voice vote.

AIRPORT DIRECTOR REPORT

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

ACTION: Presented.

CONSENT CALENDAR

7. Subject: Minutes

Recommendation: That Airport Commission waive the reading and approve the minutes of the Commission Meeting of Wednesday, November 29, 2023.

8. Subject: Lease Amendment – Capella Partners, LLC

Recommendation: That Airport Commission approve and authorize the Airport Director to execute the First Amendment to Lease Agreement with Capella Partners, LLC dated February 1, 2024.

9. Subject: Lease Agreement – Naretto Gandolfo, Inc. dba Nargan Fire & Safety

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a new Lease Agreement for a three (3) year term, with two (2) one-year options, with Naretto Gandolfo, Inc. dba Nargan Fire & Safety for 1,487 square feet of Building 258 located at 629 Norman Firestone Road, commencing February 1, 2024, for total annual rent of \$33,725.16 exclusive of utilities.

10. Subject: Lease Agreement – Utility Tree Services, Inc.

Recommendation: That Airport Commission approve and authorize the Airport Director to execute a new Lease Agreement for a one (1) year term, with one one-year option, with Utility Tree Services, Inc. for 726 square feet of Building 224 located at 6100 Francis Botello Road, Unit C, and 8,555 square feet of paved land located at 6160 Robert Keister Road, commencing February 1, 2024, for total annual rent of \$58,506.84 exclusive of utilities.

ACTION: Motion / Second by Commissioners Miller / Glaeser to approve the Consent Calendar. Unanimous voice vote.

ADMINISTRATIVE REPORT

11. 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 first half of FY24 and an overview of the plans for the remainder of the fiscal year.

ACTION: Presented.

12. Subject: Airport Commercial Air Service Development Program Update

Recommendation: That Airport Commission receive a presentation by Kevin Schorr, Campbell-Hill Aviation Group, LLC, regarding the Airport's 2024 Commercial Air Service Development Program.

ACTION: Presented.

ADJOURNMENT – 7:43 p.m. on order of Chair, Dennis Houghton.

Maureen Graham

Maureen Graham, Commission Secretary