



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: August 6, 2013
TO: Mayor and Councilmembers
FROM: Airport Administration, Airport Department
SUBJECT: Agreement With Santa Barbara Region Chamber Of Commerce For Airport Visitor Information Center Staffing

RECOMMENDATION:

That Council approve, and authorize the Airport Director to execute, an Operating Agreement with the Santa Barbara Region Chamber of Commerce to provide coordination of the volunteer staffing of the Airport Visitor Information Center at the Airline Terminal, effective August 1, 2013, for a total reimbursement of \$13,364.

DISCUSSION:

The Airport is partnering with the Santa Barbara Chamber of Commerce to create a "Welcome to Santa Barbara/Goleta" information center.

The Santa Barbara Visitor Center will provide a designated coordinator to recruit, train, and schedule on-duty volunteers to provide travelers with information and promotional materials for events, hotels, restaurant, and activities in Santa Barbara, Goleta, and the region. Volunteers will staff the booth from 8:30 a.m. to 2:30 p.m. and from 4:00 p.m. to 7 p.m. in the evening. The Chamber will work with the Goleta Chamber of Commerce for volunteer staffing.

The Airport is providing the information booth located in Baggage Claim near the escalator and the current maps and brochure racks will be consolidated in this unit. Additional promotional materials will be available and any signage will be prior approved by the Airport Director.

BUDGET/FINANCIAL INFORMATION:

The Operating Agreement provides for the Chamber to receive \$6,864 for volunteer coordination; \$3,000 for Chamber management oversight, and \$3,500 for printed materials for a total cost of \$13,364. The current Airport operating Budget has sufficient appropriated funds for the Agreement.

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SUBMITTED BY: Karen Ramsdell, Airport Director

APPROVED BY: City Administrator's Office