

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Regular Meeting on Wednesday, February 20, 2008, was called to order at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: **John Clark**
 William R. Gilbert
 Patricia Griffin
 Bruce Miller
 Kirk A. Martin

Absent : **Karen Kahn**
 Dolores Johnson

Staff: **Karen Ramsdell**, Airport Director
 Hazel Johns, Assistant Airport Director
 Tracy Lincoln, Airport Operations Manager
 Rebecca Fribley, Property Management Specialist

PUBLIC COMMENT

1. **SPEAKER:** Tony Upton, Civil Air Patrol. The audio recording of comments is available in the Airport Director's Office (recordings are kept on file 6-months).

NOTICES

2. That the General Aviation Sub Committee met on Monday, February 4 at 1:30 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
3. That on Thursday, February 14 at 3:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.
4. That the Lease Review Sub Committee met on Friday, February 15 at 1:00 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
5. That the Noise Abatement Sub Committee is scheduled to meet on Wednesday, March 26 at 10:00 am in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.

ACTION: Presented.

CONSENT CALENDAR

6. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, January 16, 2008.

7. SUBJECT: LEASE AGREEMENT – JOSEPH GILES, DBA QUICK RESPONSE TOWING

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Joseph Giles, a Sole Proprietor, dba Quick Response Towing, for 10,800 square feet of land, at 6105 Francis Botello Road, at the Santa Barbara Airport, effective March 1, 2008, for a monthly rental of \$1,620, exclusive of utilities.

ACTION: Approved the recommendation; Agreement No. 200823

8. SUBJECT: LEASE AGREEMENT – QUIQLITE, INC.,

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with QuiqLite, Inc., a California Corporation, for 264 square feet of Building 258, at 629 Firestone Road, at the Santa Barbara Airport, effective March 1, 2008, for a monthly rental of \$356, exclusive of utilities.

ACTION: Approved the recommendation; Agreement No. 200824

9. SUBJECT: LEASE AGREEMENT – ACCURATE AVIATION GROUP, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Accurate Aviation Group, Inc., a California Corporation, for 380 square feet of office space in Building 122, at 302 William Moffett Place, at the Santa Barbara Airport, effective March 1, 2008, for a monthly rental of \$331, exclusive of utilities.

ACTION: Approved the recommendation; Agreement No. 200825

10. SUBJECT: LEASE AGREEMENT – NOZA, INC.,

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with NOZA, Inc., a Delaware Corporation, for 560 square feet of Building 304, at 53-D Gerald Cass Place, at the Santa Barbara Airport, effective March 1, 2008, for a monthly rental of \$756, exclusive of utilities.

ACTION: Approved the recommendation; Agreement No. 200826

11. SUBJECT: LEASE AGREEMENT – GRAZIANO BERNARDI, DBA A&G AUTO WRECKING

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Graziano Bernardi, dba

A&G Auto Wrecking, a Sole Proprietorship, for 16,608 square feet of fenced land, at 5939 Placencia Street, at the Santa Barbara Airport, effective March 1, 2008, for a monthly rental of \$2,325, exclusive of utilities.

ACTION: Approved the recommendation; Agreement No. 200827

12. SUBJECT: AIRPORT PROPERTY MANAGEMENT REPORT – JANUARY

RECOMMENDATION: That Airport Commission receive the Airport Property Management Reports.

ACTION: Motion/Second for approval of the consent calendar by Commissioners Miller/Griffin. Unanimous voice vote.

ADMINISTRATIVE REPORTS

13. SUBJECT: T-HANGAR WAITING LIST POLICY

RECOMMENDATION: That the General Aviation Sub Committee recommend that Airport Commission maintain the T-Hangar Waiting List Policy adopted on June 2006. – Airport Director Karen Ramsdell

ACTION: It was agreed to maintain the T-Hangar Waiting List Policy as adopted on June 2006. The Policy will be reviewed after one cycle period.

14. SUBJECT: FISCAL YEAR 2008 MID-YEAR REVIEW

RECOMMENDATION: That Airport Commission receive the Fiscal Year 2008 Mid-Year review of the Airport Department's budget. – Assistant Director Hazel Johns

ACTION: Presented.

COMMISSION MATTERS

15. SUBJECT: REPORTS FROM SUB COMMITTEES

RECOMMENDATIONS: That Commission receive an oral report on the General Aviation Sub Committee and the Lease Review Sub Committee meetings held in February. - Assistant Airport Director Hazel Johns

ACTION: Presented.

16. SUBJECT: ELECTION OF CHAIR, VICE-CHAIR, AND SUB COMMITTEE APPOINTMENTS

RECOMMENDATION: That Airport Commission elect a Chair and Vice-Chair and appoint sub committee members

ACTION: Item deferred to the March meeting.

DIRECTOR'S REPORT

17. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. Communications Program
 3. Airport Noise Abatement Program
 4. Property Management
- C. Capital Projects
1. Airport Terminal Improvement Project
 2. T-Hangar Project
 3. Airfield Safety Projects
 4. Goleta Slough Tidal Circulation Demonstration Project
 5. Consolidated Rental Car Quick Turn Around Facility
 6. South Apron Rehabilitation and Miscellaneous Pavement Repair Project
- D. Council / Airport Commission Actions

ACTION: Presented.

ADJOURNMENT 7:35 p.m., on order of Chair Clark.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Airport Commission Secretary