

Airport Commission

CITY OF SANTA BARBARA

Airport Staff

Kirk A. Martin, Chair
Bruce Miller, Vice-Chair

**AIRPORT COMMISSION
AGENDA**

Karen Ramsdell
Airport Director
Hazel Johns
Assistant Airport Director
Tracy Lincoln
Airport Operations Manager
Rebecca Fribley
Sr. Property Management Specialist
Terri Gibson
Marketing Coordinator
Mabel Shatavsky
Airport Commission Secretary

John Clark
Chris Colbert
William Gilbert
Patricia Griffin
Scott Tracy

May 18, 2011

7:00 pm

City of Santa Barbara Liaison:
Councilmember Frank Hotchkiss



City of Goleta Liaison:
Councilmember Roger Aceves

ORDER OF BUSINESS: The regular Airport Commission meeting begins at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

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. The total time for public comment is fifteen (15) minutes. 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.

REQUEST TO SPEAK: 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.

REPORTS: Copies of reports relating to agenda items are available for review in the Airport Administration office, or the City of Santa Barbara's web site: <http://www.SantaBarbaraCA.gov>. 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, Santa Barbara, CA 93117, during business hours.

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Airport Administration office at 967-7111. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

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.

CALL TO ORDER

ROLL CALL

CHANGES TO THE AGENDA

PUBLIC COMMENT

1. 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 time for public comment is fifteen (15) minutes.

NOTICES

2. That the Lease Review Sub Committee meeting scheduled for Thursday, May 5 was cancelled.
3. That the Ordinance Sub Committee met on Thursday, May 5, at 1:30 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
4. That on Wednesday, May 11, 2011 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

MINUTES

5. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, April 20, 2011.

CONSENT CALENDAR

LEASE AGREEMENTS (Existing Tenants):

6. SUBJECT: LEASE AGREEMENT – DOUG BLACK MASONRY

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Doug Black Masonry, a Sole Proprietorship, for 1,960 square feet of unpaved land, at 6105 Francis Botello Road, at the Santa Barbara Airport, effective May 1, 2011, for a monthly rental of \$294.

7. SUBJECT: LEASE AGREEMENT – WENDY BREAKSTONE LADD, DBA THE FABRIC QUARTER

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute the following month-to-month Lease Agreement with Wendy Breakstone Ladd, a sole proprietor, dba the Fabric Quarter for 264 square feet of office and storage space in Building 258, Unit D, at 629 Norman Firestone Road, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$327, exclusive of utilities.

8. SUBJECT: LEASE AGREEMENT – NORTHROP GRUMMAN SYSTEMS CORPORATION ASTRO AEROSPACE

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Northrop Grumman Systems Corporation Astro Aerospace, a Delaware Corporation, for 1,560 square feet of storage

space, in Building 251 at 400-C Robert Marxmiller Place, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$1,108, exclusive of utilities.

9. SUBJECT: LEASE AGREEMENT – SPITFIRE FLIGHT SCHOOL AVIATION, INC.,
DBA SPITFIRE AVIATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Spitfire Flight School Aviation, Inc., a California Corporation, for 986 square feet of office and storage space in Building 122, at 302 William Moffett Place, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$927, exclusive of utilities.

10. SUBJECT: LEASE AGREEMENT – TRISEP CORPORATION, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with TRISEP Corporation, Inc., a California Corporation, for 1,521 square feet of storage space in Building 268, at 301 John Donaldson Place, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$1,117, exclusive of utilities.

11. SUBJECT: LEASE AGREEMENT – ENSEMBLE THEATRE COMPANY, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Ensemble Theatre Company, Inc., a California Non-Profit Corporation, for 2,223 square feet of storage space, in Building 314 at 101-D Dean Arnold Place, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$1,698, exclusive of utilities.

12. SUBJECT: LEASE AGREEMENT – C. WILLIAM NORTON, DBA SOUTH COAST
LANDSCAPE

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with C. William Norton, a Sole Proprietor, dba South Coast Landscape for 516 square feet of Building 2018 and 3,956 square feet of land at 6196 Wallace Becknell Road, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$992, exclusive of utilities.

13. SUBJECT: APRIL 2011 PROPERTY MANAGEMENT REPORT

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

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

COMMISSION MATTERS

14. SUBJECT: AIRPORT COMMISSION MEETING TIME

RECOMMENDATION: That Commission review a recommendation from Commissioner Griffin to consider changing the Airport Commission meeting time.

ADMINISTRATIVE REPORTS

15. SUBJECT: AIRPORT ORDINANCES AND RULES

A. Review and recommend City Council adopt an ordinance amending Title 18 of the Santa Barbara Municipal Code pertaining to operations at the Santa Barbara Airport; and

B. Review and recommend City Council adopt a resolution adopting rules and regulations pertaining to restricted areas in the Santa Barbara Airport.

16. SUBJECT: NOISE ABATEMENT PROGRAM

RECOMMENDATION: That Commission receive an oral report on the Airport's Noise Abatement Program – Tracy Lincoln, Airport Operations Manager

DIRECTOR'S REPORT

17. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. Communications Program
 3. Master Plan RFQ
 4. Property Management
 5. Airline Terminal Public Arts Program
 6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project

ADJOURNMENT