

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

August 17, 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 on Friday, August 12, 2011 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

MINUTES

3. SUBJECT: MINUTES

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

CONSENT CALENDAR

LEASE AGREEMENTS - New Tenants

4. SUBJECT: LEASE AGREEMENT – THE FISHEL COMPANY

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute the following month-to-month Lease Agreement with The Fishel Company, a California Corporation, dba Team Fishel, for 5,000 square feet of unpaved land at 105 Robert Road, at the Santa Barbara Airport, effective September 1, 2011, for a monthly rental of \$782.

5. SUBJECT: LEASE AGREEMENT – MIKE BIRKY TRUCKING, LLC

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Mike Birky Trucking, LLC, a California Limited Liability Company, for 27,456 square feet of land at 155 Frederick Lopez Road, at the Santa Barbara Airport, effective September 1, 2011, for a monthly rental of \$4,118.

LEASE AGREEMENTS - Existing Tenant

6. SUBJECT: LEASE AGREEMENT – TRANSPORTATION SECURITY ADMINISTRATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five (5) year Lease Agreement with the General Services Administration (GSA) for the Transportation Security Administration for 988 square feet of office, breakroom and storage space in the new Airline Terminal, at 500 James Fowler Road, at the Santa Barbara Airport, effective August 1, 2011, for a monthly rental of \$7,245.33.

OPERATING AGREEMENTS – Existing Operators

7. SUBJECT: OPERATING AGREEMENT – SANTA BARBARA BANK & TRUST

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five (5) year Operating Agreement with Santa Barbara Bank & Trust, a National Association, for operation of two Automated Teller Machines (ATMs) at the Santa Barbara Airport, effective upon the date of beneficial occupancy of the new Airline Terminal, at a graduated rental of no less than \$750 and no more than \$2,000 per month, based upon the number of Non-Customer ATM transactions.

8. SUBJECT: OPERATING AGREEMENT – NSC COMMUNICATIONS PUBLIC SERVICES CORPORATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five (5) year Operating Agreement with NSC Communications Public Services Corporation, a Delaware Corporation, for operation of two public payphones at the Santa Barbara Airline Terminal, commencing upon the date of beneficial occupancy.

9. SUBJECT: JULY 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

DIRECTOR'S REPORT

10. 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