

**CITY OF SANTA BARBARA  
AIRPORT COMMISSION**

**M I N U T E S**

**CALL TO ORDER**

The Meeting on Wednesday, October 19, 2011 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**  
                                      **Chris Colbert**  
                                      **William Gilbert**  
                                      **Patricia Griffin**  
                                      **Kirk Martin**  
                                      **Bruce Miller**  
                                      **Scott Tracy**

Staff:                             **Karen Ramsdell**, Airport Director  
                                      **Hazel Johns**, Assistant Airport Director  
                                      **Tracy Lincoln**, Airport Operations Manager  
                                      **Rebecca Fribley**, Sr. Property Management Specialist  
                                      **Mabel Shatavsky**, Airport Commission Secretary

**PUBLIC COMMENT**

1.     Speaker: Carl Hopkins. The video recording of comments is available on the City of Santa Barbara's web site <http://www.santabarbaraca.gov/>. Recordings are available for 6-months.

**NOTICES**

2.     That on Wednesday, October 13, 2011 at 5:00 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.
3.     That the Ground Transportation Sub Committee met on Thursday, October 27, 2011 at 1:30 pm, in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.

**ACTION:**     Presented.

**MINUTES**

4.     SUBJECT:   MINUTES

RECOMMENDATION:   That Commission waive the reading and approve the minutes of the meeting of Wednesday, September 21, 2011.

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

## **CONSENT CALENDAR**

### **LEASE AGREEMENTS - Existing Tenants**

5. SUBJECT: LEASE AGREEMENT – SIEMPRE MANANA, INC., DBA SERVICE MASTER COMMERCIAL BUILDING MAINTENANCE

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five-year Lease Agreement with Siempre Manana, Inc. a California Corporation, for 3,200 square feet of Building 345 at 100-A Clyde Adams Road, at the Santa Barbara Airport, effective November 1, 2011, for a monthly rental of \$3,755. *Approved the recommendation; Agreement No. 201163*

6. SUBJECT: LEASE AGREEMENT – VISTA STEEL COMPANY

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a one-year Lease Agreement with Vista Steel Company for 800 square feet of Building 224 at 6100 Francis Botello Road, and 10,961 square feet of fenced land at 80 David Love Place, at the Santa Barbara Airport, effective September 1, 2011, for a monthly rental of \$3,805, exclusive of utilities. *Approved the recommendation; Agreement No. 201164*

7. SUBJECT: LEASE AGREEMENT – SUMMER SOLSTICE CELEBRATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Summer Solstice Celebration, a California Non-profit Corporation, for 8.5 parking spaces, adjacent to Building 241, at 6180 Wallace Becknell Road, at the Santa Barbara Airport, effective August 1, 2011, for a monthly rental of \$119, exclusive of utilities. *Approved the recommendation; Agreement No. 201165*

8. SUBJECT: SEPTEMBER 2011 PROPERTY MANAGEMENT REPORT

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

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

### **LIAISON REPORTS**

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

**ACTION:** The Liaisons were not present.

## **ADMINISTRATIVE REPORTS**

9. SUBJECT: T-HANGAR LOTTERY APPLICANTS

RECOMMENDATION: That Airport Commission add the sole applicant for the period July-September, Mr. Frank Heintz, to the Airport T-Hangar Waiting List.

**ACTION:** Motion/Second for approval by Commissioners Gilbert/Miller. Unanimous voice vote.

10. SUBJECT: FINANCIAL REPORT FOR FIRST QUARTER ENDING SEPTEMBER 30, 2011

RECOMMENDATION: That Airport Commission receive the First Quarter Financial report for Fiscal Year 2012.

**ACTION:** Presented.

11. SUBJECT: SELECTION OF COMMITTEE MEMBERS FOR MASTER PLAN

RECOMMENDATION: That Airport Commission select up to three Commissioners to participate on the Master Plan Advisory Committee.

**ACTION:** Commissioners Gilbert, Martin and Miller volunteered to participate on the Master Plan Advisory Committee. Motion/Second for approval by Commissioners Griffin/Colbert.

## **DIRECTOR'S REPORT**

12. 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

**ACTION:** Presented.

## **ADJOURNMENT**

7:31 p.m., on order of Chair Martin.