

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Meeting on Wednesday, December 19, 2012 was called to order at 7:00 pm in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: John Clark
Chris Colbert
William Gilbert
Kirk Martin
Bruce Miller

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

Absent: Commissioners Scott Tracy and Patricia Griffin
Tracy Lincoln, Airport Operations Manager

PUBLIC COMMENT

1. No one wished to speak.

NOTICES

2. That on Thursday, December 13, 2012 at 3 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

ACTION: Presented.

MINUTES

3. SUBJECT: MINUTES

RECOMMENDATION: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, October 17, 2012.

ACTION: Motion/Second for approval of the minutes by Commissioners Miller/Martin. Unanimous voice vote (Absent: Commissioners Tracy and Griffin).

CONSENT CALENDAR

Existing Tenants:

4. SUBJECT: LEASE AGREEMENT – PAC NET, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Pac Net, Inc., a California Corporation, for 9,750 square feet of land at 6165 Francis Botello Road, and 288 square feet of Building 258, Suites F and H, at 629 Norman Firestone Road at the Santa Barbara Airport, effective December 1, 2012, for a total monthly rental of \$1,820, exclusive of utilities. *Approved the recommendation; Agreement No. 201231.*

5. SUBJECT: LEASE AGREEMENT – BEACHSIDE ASSOCIATES, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Beachside Associates, Inc., a California Corporation, for 720 square feet of office space in Building 352, at 1411 Norman Firestone Road, at the Santa Barbara Airport, effective February 1, 2013, for a monthly rental of \$972, exclusive of utilities. *Approved the recommendation; Agreement No. 201232.*

6. SUBJECT: LEASE AGREEMENT – STRAHAN & MONTANES ENTERPRISES, INC., DBA ARCADY DISTRIBUTING

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a three (3) year Lease Agreement with Strahan & Montanes Enterprises, Inc., a California Corporation, dba Arcady Distributing (Arcady), for 3,200 square feet of Building 345 and 3,500 square feet of land, at 100-B Clyde Adams Road, at the Santa Barbara Airport, effective December 1, 2012, for a monthly rental of \$4,132, exclusive of utilities. *Approved the recommendation; Agreement No. 201233.*

7. SUBJECT: LEASE AGREEMENT – ASPLUNDH TREE EXPERT COMPANY

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a one (1) year Lease Agreement with Asplundh Tree Expert Company, a Pennsylvania Corporation, for 800 square feet of office space in Building 224, at 6100-B Francis Botello Road and 8,734 square feet of paved land at 6160 Robert Kiester Place, at the Santa Barbara Airport, effective January 1, 2012, for a monthly rental of \$2,692, exclusive of utilities. *Approved the recommendation; Agreement No. 201234.*

8. SUBJECT: LEASE AGREEMENT – GREG MOORE ELECTRIC, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Greg Moore Electric, Inc., a California Corporation, for 6,006 square feet of land at 135 Frederick Lopez Road, at the Santa Barbara Airport, effective December 1, 2012, for a monthly rental of \$901. *Approved the recommendation; Agreement No. 201235.*

9. SUBJECT: OCTOBER AND NOVEMBER PROPERTY MANAGEMENT REPORTS

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

ACTION: Motion/Second for approval of the Consent Calendar by Commissioners Colbert/Miller. Unanimous voice vote (Absent: Commissioners Tracy and Griffin).

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Randy Rowse

City of Goleta Liaison Councilmember Roger Aceves

ACTION: Presented.

DIRECTOR'S REPORT

10. A. Airport Operations
 - Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
 1. Air Service
 2. Communications Program
 3. Master Plan
 4. Airline Terminal Public Arts Program
 5. Airline Terminal Naming
 6. Historic Terminal History Displays
- C. Capital Projects
 1. Airport Terminal Improvement Project
 2. Taxiway H, J, and C Rehabilitation
 3. Gift Shop Storage Space Remodel Project
- D. Council Actions

ACTION: Presented.

ADJOURNMENT

7:11 p.m., on order of Chair Clark.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Airport Commission Secretary