

Airport Commission

Bruce Miller, Chair
Kirk Martin, Vice-Chair

John Clark
Chris Colbert
William Gilbert
Patricia Griffin
Karen Kahn

City of Santa Barbara Liaison:
Councilmember Randy Rowse

City of Goleta Liaison:
Mayor Pro Tempore Michael T. Bennett

CITY OF SANTA BARBARA

AIRPORT COMMISSION AGENDA

February 20, 2013

7:00 pm



Airport 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

ORDER OF BUSINESS: The regular Airport Commission meeting begins at 7:00 pm 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 Budget Sub Committee met on Friday, February 8, 2013 at 1:30 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
3. That the Lease Review Sub Committee met on Friday, February 8, 2013 at 2:30 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
4. That on Friday, February 15, 2013 at noon, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

MINUTES

5. SUBJECT: MINUTES

RECOMMENDATION: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, January 16, 2013.

CONSENT CALENDAR

6. SUBJECT: CONCESSION AGREEMENT AMENDMENT – M/E, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute an amendment to Concession Agreement No. 23,446 with M/E, Inc. dba Santa Barbara News & Gift, amending Article 2, "Leased Premises" to add an additional 130 square feet of storage in the Airline Terminal, at 500 James Fowler Road, at the Santa Barbara Airport effective March 1, 2013.

7. SUBJECT: T-HANGAR RENTAL ADJUSTMENTS

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute month-to-month License Agreements with the Airport T-Hangar Tenants at 40 Gerald Cass Place, at the Santa Barbara Airport maintaining the base rent at \$729 per month for the period February 1, 2013 to January 31, 2014.

8. SUBJECT: JANUARY PROPERTY MANAGEMENT REPORT

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

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Randy Rowse

City of Goleta Liaison Mayor Pro Tempore Michael T. Bennett

ADMINISTRATIVE REPORTS

9. SUBJECT: LEASE AGREEMENT – U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL AVIATION ADMINISTRATION

RECOMMENDATION: That Airport Commission recommend approval of a twenty-year lease agreement with the U.S. Department of Transportation, Federal Aviation Administration (FAA), for 2.5 acres of land for the Air Traffic Control Tower at 10 Edward Burns Place, at the Santa Barbara Municipal Airport, commencing October 1, 2013 and ending September 30, 2033, with no monetary consideration.

10. SUBJECT: FISCAL YEAR 2014 BUDGET – DEPARTMENT REORGANIZATION

RECOMMENDATION: That Airport Commission receive a briefing on the proposed Department Reorganization for the Fiscal Year 2014-2015 budget.

11. SUBJECT: FISCAL YEAR 2013 MID-YEAR REVIEW

RECOMMENDATION: That Airport Commission receive the Fiscal Year 2013 mid-year financial report.

SUB COMMITTEE REPORTS

12. SUBJECT: SUB COMMITTEE REPORTS

RECOMMENDATION: That Airport Commission receive an oral report on the Budget Sub Committee and Lease Review Sub Committee meetings held on Friday, February 8, 2013.

DIRECTOR'S REPORT

13. 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. Sister Cities Display
- C. Capital Projects
1. Airport Terminal Improvement Project
 2. Taxiway H, J, and C Rehabilitation
 3. Gift Shop Storage Space Remodel Project

ADJOURNMENT