

*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**

**March 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 scheduled for Wednesday, March 13, 2013 at 3:00 pm was cancelled due to the lack of a quorum.
3. That on Thursday, March 14, 2013 at 5:30pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

## **MINUTES**

4. SUBJECT: MINUTES

RECOMMENDATION: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, February 20, 2013.

## **CONSENT CALENDAR**

5. 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 264 square feet of Building 258, Suite D, at 629 Norman Firestone Road at the Santa Barbara Airport, effective April 1, 2013, for a total monthly rental of \$1,790, exclusive of utilities.

6. SUBJECT: CONSENT TO FIRST AMENDMENT TO SUBLEASE BETWEEN SIGNATURE FLIGHT SUPPORT CORPORATION, AND COASTAL AVIATION MAINTENANCE, LLC

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a Consent to this First Amendment to Sublease Agreement No. 201023 between Signature Flight Support Corporation, a California Corporation, and Coastal Aviation Maintenance, LLC., a California Limited Liability Company, amending the "Term, Termination and Surrender of Possession", "Rent", and "Towing, Ingress/Egress, Signage, Parking and Sublessee's Responsibility for Employee Conduct," provisions, effective October 18, 2012.

7. SUBJECT: FEBRUARY 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**

8. SUBJECT: AGREEMENT FOR MARINE TRIBUTE GLASS SCULPTURE

RECOMMENDATION:

- A. That Commission recommend to City Council approval of an agreement between the Pierre Claeysens Veterans' Museum and Library Foundation and the City of Santa Barbara to transfer all right, title, and interest to the Marine Corps Tribute to the City; and
- B. That Commission receive a presentation and provide comments on the Marine Tribute glass sculpture by artist Douglas Lochner.

9. SUBJECT: 2012 INTEGRATED PEST MANAGEMENT ANNUAL REPORT

RECOMMENDATION: That Airport Commission recommend that City Council accept the Santa Barbara Integrated Pest Management Strategy, 2012 Annual Report, dated March 2013.

10. SUBJECT: PROPOSED BUDGET FOR FY 2014-15

RECOMMENDATION: That Airport Commission review the Airport's proposed Budget for Fiscal Years 2014 and 2015 and make recommendations to Airport Commission.

11. SUBJECT: UPDATE ON CODE OF CONDUCT FOR CITY ADVISORY GROUPS

RECOMMENDATION: That Commission receive a briefing on the February 12, 2013 update on the Code of Conduct for Advisory Group Members.

## **DIRECTOR'S REPORT**

12. 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
- C. Capital Projects
1. Taxiway H, J, and C Rehabilitation
  2. Gift Shop Storage Space Remodel Project
- D. Council / Airport Commission Actions

## **ADJOURNMENT**