

Airport Commission

CITY OF SANTA BARBARA

Airport Staff

Bruce Miller, Chair
Kirk Martin, 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
Mabel Shatavsky
Airport Commission Secretary

John Clark
Chris Colbert
William Gilbert
Patricia Griffin
Karen Kahn

May 15, 2013

7:00 pm

City of Santa Barbara Liaison:
Councilmember Randy Rowse

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



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 regular meeting of the Airport Commission to be held on Wednesday, April 17, 2013 at 7:00 pm was cancelled due to the lack of agenda items.
3. That on Thursday, May 9, 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, March 20, 2013.

CONSENT CALENDAR

5. SUBJECT: LEASE AGREEMENT – A & J TREE

RECOMMENDATION: That Commission approve and authorized the Airport Director to execute a month-to-month Lease Agreement with A & J Tree, a Sole Proprietor, for 1,960 square feet of paved land, at 6105-A Francis Botello Road, at the Santa Barbara Airport, effective June 1, 2013, for a monthly rental of \$294.

6. SUBJECT: LEASE AGREEMENT – JHONNY'S PEST CONTROL

RECOMMENDATION: That Commission approve and authorized the Airport Director to execute a month-to-month Lease Agreement with Jhonny's Pest Control, a Sole Proprietor, for 1,440 square feet of office and storage in Building 115, at 6160-A Wallace Becknell Road, at the Santa Barbara Airport effective May 1, 2013, for a monthly rental of \$1,584, exclusive of utilities.

7. SUBJECT: CONSENT TO SUBLEASE BETWEEN ATLANTIC AVIATION, INC. AND SB HELICOPTERS, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a Consent to Sublease Agreement between SB Helicopters, Inc., a California Corporation, dba Helicopter Tours of Santa Barbara and Heli SB, for operation of a helicopter charter and tour service at the Santa Barbara Airport, effective June 1, 2013.

8. SUBJECT: LEASE AGREEMENT – ACCURATE AVIATION GROUP, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute an amendment to Lease No. 24,268 between Accurate Aviation Group, Inc., a California Corporation, and the City of Santa Barbara, amending Article 1, "Premises" and Article 5, "Rental" removing 26,335 square feet of ramp with a corresponding reduction in rent to \$4,016 per month.

9. SUBJECT: LEASE AGREEMENT – ENSEMBLE THEATRE COMPANY

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Ensemble Theatre Company, Inc., a California Non-Profit Corporation, for 2,457 square feet of shop, and office space, in Building 314, units B&C, at 101 Dean Arnold Place, at the Santa Barbara Airport, effective July 1, 2013, for a monthly rental of \$2,531, exclusive of utilities.

10. SUBJECT: LEASE AGREEMENT – ORBIC HELICOPTERS, INC.

RECOMMENDATION: That Commission approve and authorized the Airport Director to execute a three year and one month Lease Agreement with Orbic Helicopters, Inc., a California Corporation, dba Orbic Helicopters at SBA, for 560 square feet of office space in Building 351, at 1409-A Norman Firestone Road, at the Santa Barbara Airport, effective June 1, 2013, for a monthly rental of \$560, exclusive of utilities.

11. SUBJECT: MARCH AND APRIL PROPERTY MANAGEMENT REPORTS

RECOMMENDATION: That Airport Commission receive the March and April Airport Property Management Reports.

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Randy Rowse

City of Goleta Liaison Mayor Pro Tempore Michael T. Bennett

ADMINISTRATIVE REPORTS

12. SUBJECT: FINANCIAL REPORT FOR THIRD QUARTER ENDING MARCH 31, 2013

RECOMMENDATION: That Airport Commission receive the third quarter financial statement for Fiscal Year 2013.

13. SUBJECT: AIRLINE TERMINAL “WELCOME TO SANTA BARBARA/GOLETA” PROGRAM

RECOMMENDATION: That Airport Commission receive a presentation regarding proposed changes to the Ambassador program at the Airline Terminal.

14. SUBJECT: PROPOSED FY 2014 AIRLINE RATES AND CHARGES

RECOMMENDATION: That Commission recommend approval of airline rates and charges including annual Airline Terminal building space square footage rate of \$87; a boarding bridge fee of \$56 per turn; and landing fee of \$3.46 per thousand pounds of gross landed weight effective July 1, 2013 through June 30, 2014.

DIRECTOR'S REPORT

15. 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. Status on Semiannual Recruitment for City Advisory Boards
- C. Capital Projects
1. Taxiway H, J, and C Rehabilitation

ADJOURNMENT