

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

Craig R. Arcuri
Chris Colbert
William Gilbert
Patricia Griffin
Karen Kahn

July 17, 2013

7:00 pm

City of Santa Barbara Liaison:
Councilmember Randy Rowse



City of Goleta Liaison:
Mavor 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 on Thursday, July 11, 2013 at 5:00 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

MINUTES

3. SUBJECT: MINUTES

RECOMMENDATION: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, June 19, 2013.

CONSENT CALENDAR

4. SUBJECT: LEASE AGREEMENT – MSB TRANSPORT

RECOMMENDATION: That Commission approve and authorized the Airport Director to execute a month-to-month Lease Agreement with MSB Transport, a California Corporation, for 3,300 square feet of fenced land, at 125 Kenneth Roberts Road, at the Santa Barbara Airport, effective August 1, 2013, for a monthly rental of \$495.

5. SUBJECT: LEASE Agreement – Santa Barbara Helicopters, Inc.

RECOMMENDATION: That Commission approve and authorized the Airport Director to execute a month-to-month Lease Agreement with Santa Barbara Helicopters, Inc., a California Corporation, dba Helicopter Tours of Santa Barbara and Heli SB, for a storage cage #4 in Building 122, at 302 William Moffett Place, at the Santa Barbara Airport, effective July 1, 2013, for a monthly rental of \$100, exclusive of utilities.

6. SUBJECT: JUNE PROPERTY MANAGEMENT REPORT

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

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Randy Rowse

City of Goleta Liaison Mayor Pro Tempore Michael T. Bennett

COMMISSION MATTERS

7. SUBJECT: SUBCOMMITTEE ASSIGNMENTS

RECOMMENDATION: That Commission make subcommittee assignments.

ADMINISTRATIVE REPORTS

8. SUBJECT: AIRPORT MASTER PLAN STATUS REPORT

RECOMMENDATION: That Airport Commission receive a presentation by Coffman Associates on the status of the Airport Master Plan – Hazel Johns, Assistant Airport Director.

9. SUBJECT: AIRPORT VISITOR INFORMATION CENTER

RECOMMENDATION: That Commission recommend approval for the Airport Director to execute an Operating Agreement with the Santa Barbara Region Chamber of Commerce to provide coordination of the volunteer staffing of the Airport Visitor Information Center at the Airline Terminal, effective August 1, 2013, for a total reimbursement of \$13,364.

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

ADJOURNMENT