

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 M. Kahn

September 18, 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 the Lease Review Subcommittee met on Monday, September 9, 2013 in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA. Meeting minutes are attached.
3. That on Thursday, September 12, 2013 at 5:30 pm, 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, August 21, 2013.

CONSENT CALENDAR

5. SUBJECT: LEASE AGREEMENT – HIMALAYAN TAXI SERVICES COMPANY

RECOMMENDATION: That Commission approve and authorized the Airport Director to execute a month-to-month Lease Agreement with Himalayan Taxi Services Company, a sole proprietorship, for 144 square feet of office space in Building 258, at 629-F Norman Firestone Road, and two parking spaces, at the Santa Barbara Airport, effective September 20, 2013, for a monthly rental of \$207, exclusive of utilities.

6. SUBJECT: CONSENT TO AMENDMENT OF SUBLEASE BETWEEN SIGNATURE FLIGHT SUPPORT CORPORATION AND FIDELITY NATIONAL FINANCIAL, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a Consent to Amendment of Sublease Agreement No. 200855, between Signature Flight Support Corporation (Signature), a Delaware Corporation, and Fidelity National Financial, Inc., a Delaware Corporation amending the "Term" of the sublease to make it coterminous with that of the Master Lease, July 31, 2016, effective upon the adoption of the enabling ordinance.

7. SUBJECT: LEASE AGREEMENT – NANCO HELICOPTERS, INC.

RECOMMENDATION: That Commission approve and authorized the Airport Director to execute a month-to-month Lease Agreement with Nanco Helicopters, Inc., a California Corporation, for 144 square feet of office space in Building 258, at 629-H Norman Firestone Road, at the Santa Barbara Airport, effective September 20, 2013, for a monthly rental of \$144, exclusive of utilities.

8. SUBJECT: AUGUST PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the August 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: TRIENNIAL EMERGENCY EXERCISE

RECOMMENDATION: That Airport Commission receive an update on the Airport's Triennial Emergency Exercise scheduled for October 9, 2013.

10. SUBJECT : LEASE APPROACH FOR 6010 HOLLISTER AVENUE, 521 NORMAN FIRESTONE RD.

RECOMMENDATION: That Airport Commission receive a status report on the lease approach for the two vacant properties at 6010 Hollister Avenue and 521 Norman Firestone Road.

11. SUBJECT: FISCAL YEAR 2013 YEAR-END REVIEW

RECOMMENDATION: That Airport Commission receive the preliminary Fiscal Year 2013 Year-End Financial Report.

COMMISSION MATTERS

12. SUBJECT: REPORT ON THE SEMI-ANNUAL ADVISORY GROUP MEETING

RECOMMENDATION: That Airport Commission receive a report on the Semi-Annual Advisory Group Meeting held on Thursday, September 12, 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. Status on Semiannual Recruitment for City Advisory Boards
 6. Triennial Emergency Exercise
 7. Property Management
- C. Capital Projects
1. Taxiway H, J, and C Rehabilitation
 2. Runway 15R/33L Rehabilitation

ADJOURNMENT