

*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

**December 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 General Aviation Subcommittee met on Monday, November 25, 2013 in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
3. That on Friday, December 13, 2013 at 4:00 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, November 20, 2013.

## **CONSENT CALENDAR**

5. SUBJECT: LEASE AGREEMENT – UTILITY TREE SERVICE, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a one (1) year Lease Agreement with Utility Tree Service, Inc., a California Corporation, for 800 square feet of office space in Building 224, at 6100-B Francis Botello Road and 8,734 square feet of paved land at 6160 Robert Kiestler Place, at the Santa Barbara Airport, effective January 1, 2014, for a monthly rental of \$2,773, exclusive of utilities.

6. SUBJECT: LEASE AMENDMENT AGREEMENT – FREEDOM PHOTONICS, LLC

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute an amendment to Lease No 201317, between the City of Santa Barbara, and Freedom Photonics, LLC, a California Limited Liability Company, amending Articles 1, "PREMISES" and 2, "RENTAL, and replacing "Exhibit A", effective January 1, 2014.

7. SUBJECT: LEASE AMENDMENT AGREEMENT – JACOB STERN & SONS, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute an amendment to Lease No 24,623, between the City of Santa Barbara and Jacob Stern & Sons, Inc., a Pennsylvania Corporation, dba Airway Charter Services, deleting Article 7, "RENTAL" and substituting Article 7, "Rent and Fees," effective October 24, 2013.

8. SUBJECT: CONSENT TO ASSIGNMENT OF LEASE NO. 24,284 BETWEEN THE CITY OF SANTA BARBARA AND RESON, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a Consent to Assignment of Lease Agreement No. 24,284 from Reson, Inc., as Tenant, to TELEDYNE Reson, Inc. a California Corporation.

9. SUBJECT: PROPERTY MANAGEMENT REPORTS - OCTOBER AND NOVEMBER

RECOMMENDATION: That Airport Commission receive the October and November 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**

10. SUBJECT: LEASE AGREEMENT WITH COASTAL AIRCRAFT MAINTENANCE, INC.

RECOMMENDATION: That Commission authorize the Airport Director to execute a two year and seven month Lease Agreement with Coastal Aircraft Maintenance, Inc. effective January 1, 2014 and ending July 31, 2016, for 18,691 square feet of aviation ramp, one 3,522 square foot hangar, and one 3,000 square foot hangar, at 101 Cyril Hartley Place, for a monthly rental of \$4,016 per month, exclusive of utilities.

11. SUBJECT: FISCAL YEAR 2014 INTERIM FINANCIAL STATEMENT  
JULY 1 - NOVEMBER 30, 2013

RECOMMENDATION: That Airport Commission accept the interim financial statement for the five months ended November 30, 2013.

12. SUBJECT: AIRPORT PUBLIC ART PROGRAM POLICIES AND GUIDELINES

RECOMMENDATION: That Commission receive a presentation on the proposed Airport Public Art Program Policies and Guidelines.

## **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. Property Management
- C. Capital Projects
1. Runway 15R/33L Rehabilitation
- D. City Council / Airport Commission Actions

## **ADJOURNMENT**