

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Meeting on Wednesday, March 20, 2013 was called to order at 7:00 pm in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: John Clark, William Gilbert, Patricia Griffin,
Karen Kahn, Bruce Miller

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

Absent: Commissioners : Kirk Martin and Chris Colbert

PUBLIC COMMENT

1. No one wished to speak.

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.

ACTION: Presented.

MINUTES

4. SUBJECT: MINUTES

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

ACTION: Motion/Second for approval of the Minutes by Commissioners Clark/Griffin. Unanimous voice vote (Absent Commissioners Martin and Colbert).

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.

ACTION: Motion/Second for approval of the Consent Calendar by Commissioners Clark/Griffin. Unanimous voice vote (Absent Commissioners Martin and Colbert).

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.

Requests to Speak:

Speakers: Ginny Brush and John Blankenship. The video recording of comments is available on the City of Santa Barbara's web site <http://www.santabarbaraca.gov/>. Recordings are available for 6-months.

Roll call vote: Ayes: Commissioners Miller, Clark, Griffin; Noes: Commissioner William Gilbert; Abstentions: Commissioner Kahn (Absent Commissioners Martin and Colbert).

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.

ACTION: Motion/Second to recommend that City Council accept the Santa Barbara Integrated Pest Management Strategy, 2012 Annual Report, dated March 2013, Commissioners Gilbert/Kahn (Absent Commissioners Martin and Colbert).

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.

ACTION: Motion/Second for approval of the Airport's proposed Budget for Fiscal Years 2014 and 2015, Commissioners Kahn/Clark (Absent Commissioners Martin and Colbert).

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.

ACTION: Presented.

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

ACTION: Presented.

ADJOURNMENT

8:50 p.m., on order of Chair Miller.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Airport Commission Secretary