

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Meeting on Wednesday, May 15, 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: Chris Colbert, William Gilbert, Kirk Martin, and 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: John Clark, Patricia Griffin, and Karen Kahn

PUBLIC COMMENT

1. No one wished to speak.

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.

ACTION: Presented.

MINUTES

4. SUBJECT: MINUTES

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

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

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. *Approved the recommendation; Agreement No. 201305.*

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. *Approved the recommendation; Agreement No. 201306.*

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. *Approved the recommendation; Agreement No. 201307.*

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. *Approved the recommendation; Agreement No. 201308.*

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. *Approved the recommendation; Agreement No. 201309.*

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. *Approved the recommendation; Agreement No. 201310.*

11. SUBJECT: MARCH AND APRIL PROPERTY MANAGEMENT REPORTS

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

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

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Randy Rowse
City of Goleta Liaison Mayor Pro Tempore Michael T. Bennett

ACTION: Presented.

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.

ACTION: Presented.

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.

ACTION: Presented.

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.

ACTION: Motion/Second for approval of the proposed FY 2014 Airline Rates And Charges by Commissioners Gilbert/Martin. Unanimous voice vote (Absent Commissioners: Clark, Griffin, and Kahn).

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

ACTION: Presented.

ADJOURNMENT

7:43 p.m., on order of Chair Miller.