

**CITY OF SANTA BARBARA
AIRPORT COMMISSION
M I N U T E S**

CALL TO ORDER

The Meeting on Wednesday, September 18, 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: Craig R. Arcuri, William Gilbert, Patricia Griffin, Karen Kahn, 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: Chris Colbert, Kirk Martin

PUBLIC COMMENT

1. No one wished to speak.

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.

ACTION: Presented.

MINUTES

4. SUBJECT: MINUTES

RECOMMENDATION: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, August 21, 2013.

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

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. *Approved the recommendation; Agreement No. 201320*

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. *Approved the recommendation; Agreement No. 201321*

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. *Approved the recommendation; Agreement No. 201322*

8. SUBJECT: AUGUST PROPERTY MANAGEMENT REPORT

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

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

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Randy Rowse

City of Goleta Liaison Mayor Pro Tempore Michael T. Bennett

ACTION: Presented.

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.

ACTION: Presented.

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.

ACTION: Presented.

11. SUBJECT: FISCAL YEAR 2013 YEAR-END REVIEW

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

ACTION: Presented.

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.

ACTION: Presented.

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

ACTION: Presented.

ADJOURNMENT

7:40 p.m., on order of Chair Miller.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Airport Commission Secretary