

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

CALL TO ORDER

The Meeting on Wednesday, December 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: Chris Colbert, William Gilbert, Patricia Griffin, Karen Kahn, 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 : Commissioner Craig R. Arcuri

PUBLIC COMMENT

1. Speaker: Mr. Carl Hopkins, Experimental Aircraft Association. 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.

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.

ACTION: Presented.

MINUTES

4. SUBJECT: MINUTES

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

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

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 Kiester Place, at the Santa Barbara Airport, effective January 1, 2014, for a monthly rental of \$2,773, exclusive of utilities. *Agreement No. 201352.*

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. *Agreement No.201353.*

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. *Agreement No. 201354.*

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. *Agreement No. 201355.*

9. SUBJECT: PROPERTY MANAGEMENT REPORTS - OCTOBER AND NOVEMBER

RECOMMENDATION: That Airport Commission receive the October and November Airport Property Management Reports.

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

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.

ACTION: Motion/Second for approval by Commissioners Kahn/Colbert. Unanimous voice vote (Absent Commissioner Arcuri).

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.

ACTION: Presented.

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.

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

ACTION: Presented.

ADJOURNMENT

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

Hazel Johns, Acting Airport Director

Mabel Shatavsky, Airport Commission Secretary