

Airport Commission

CITY OF SANTA BARBARA

Airport Staff

Bruce Miller, Chair
Kirk Martin, Vice-Chair

**AIRPORT COMMISSION
AGENDA**

Hazel Johns
Acting Airport Director
Tracy Lincoln
Airport Operations Manager
Rebecca Fribley
Sr. Property Management Specialist
Mabel Shatavsky
Airport Commission Secretary

Craig R. Arcuri
Patricia Griffin
Carl Hopkins
Karen M. Kahn
Jim Wilson

May 21, 2014

6:00 pm

City of Santa Barbara Liaison:
Councilmember Frank Hotchkiss

New Time

City of Goleta Liaison:
Mayor Michael T. Bennett



ORDER OF BUSINESS: **The regular Airport Commission meeting begins at 6:00 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 Lease Review Subcommittee met on Monday, May 12, 2014 in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA. *Minutes are attached.*
3. That on Thursday, May 15, 2014 at 5:30 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, April 16, 2014.

CONSENT CALENDAR

5. SUBJECT: LEASE AGREEMENT – CONDOR AIRCRAFT TECHNICAL SCHOOL

RECOMMENDATION: That Commission approve and authorize the Acting Airport Director to execute a month-to-month Lease Agreement with Condor Aircraft Technical School, a California Corporation, for 612 square feet of office space, at 1407 Norman Firestone Road, at the Santa Barbara Airport, effective June 1, 2014, for a monthly rental of \$612.

6. LEASE AGREEMENT – HOT LINE CONSTRUCTION, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Hot Line Construction, Inc., a California Corporation, for 45,801 square feet of unpaved land, at 81 Frederick Lopez Road, at the Santa Barbara Airport, effective June 1, 2014, for a monthly rental of \$6,412, exclusive of utilities.

7. SUBJECT: PROPERTY MANAGEMENT REPORT - APRIL

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

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Mayor Michael T. Bennett

ADMINISTRATIVE REPORTS

8. SUBJECT: PRESENTATION – MAINTENANCE DIVISION'S ROLES AND RESPONSIBILITIES

RECOMMENDATION: That Airport Commission receive a staff presentation on the Maintenance Division's roles and responsibilities

9. SUBJECT: AIRLINE TERMINAL SOLAR PHOTOVOLTAIC PROJECT

RECOMMENDATION: That Airport Commission receive a staff report on the proposed solar photovoltaic collection system for the Airline Terminal.

10. SUBJECT: LEASE AGREEMENT – MAJCO CORPORATION, DBA BIG BRAND TIRE

RECOMMENDATION: That Airport Commission approve and authorize the Acting Airport Director to execute a fifteen-year Lease Agreement, with three five-year options, with MAJCO Corporation, a California Corporation, dba Big Brand Tire, for 29,620 square feet of land, including 4,484 square feet of Building 370, at 6010 Hollister Avenue, at the Santa Barbara Airport, effective upon the adoption of the enabling ordinance, for a monthly rental of \$7,533.

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

RECOMMENDATION: That Airport Commission accept the interim financial statement for the ten months ended April 30, 2014.

12. SUBJECT: ANNUAL PART 139 INSPECTION

RECOMMENDATION: That Airport Commission receive a staff report on the Annual Part 139 Inspection.

DIRECTOR'S REPORT

13. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. City Advisory Groups' Annual Workshop
 3. Semi-annual Recruitment for City Advisory Boards
 4. Communications Program
 5. Wings of Rescue
 6. Aircraft Rescue and Fire Fighting Service Evaluation
 7. Master Plan
- Capital Projects
1. Runway 15R/33L Rehabilitation
 2. Airfield Electrical Rehabilitation
- D. City Council / Airport Commission Actions

ADJOURNMENT