

Airport Commission

CITY OF SANTA BARBARA

Airport Staff

Bruce Miller, Chair
Kirk Martin, Vice-Chair

**AIRPORT COMMISSION
AGENDA**

Hazel Johns
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

**July 16, 2014
6:00 pm**

City of Santa Barbara Liaison:
Councilmember Frank Hotchkiss



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 on Friday, July 11, 2014 at 5:30 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

MINUTES

3. SUBJECT: MINUTES

RECOMMENDATION: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, June 18, 2014.

CONSENT CALENDAR

4. SUBJECT: LEASE AGREEMENT – SWISS DESIGNS CONSTRUCTION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Remo Schluep, a Sole Proprietorship, dba Swiss Designs Construction for 11,100 square feet of land, at 6195 Francis Botello Road, at the Santa Barbara Airport, effective August 1, 2014, for a monthly rental of \$1,554.

5. SUBJECT: LEASE AGREEMENT – EASY LIFT TRANSPORTATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Easy Lift Transportation, a California Non-profit Corporation, for 412 square feet of Building 311, at 1407-A Norman Firestone Road, at the Santa Barbara Airport, effective August 1, 2014, for a monthly rental of \$556.

6. SUBJECT: LEASE AGREEMENT – FREEDOM PHOTONICS, LLC

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Freedom Photonics, LLC, a California Limited Liability Company, for 3,042 square feet of research & development space in Building 315, Units C & D, at 90 Dean Arnold Place, at the Santa Barbara Airport, effective August 1, 2014, for a monthly rental of \$3,372, exclusive of utilities.

7. SUBJECT: SIGNATURE FLIGHT SUPPORT CORPORATION FUEL FARM AMENDMENT

RECOMMENDATION: That Airport Commission recommend to the City Council of the City of Santa Barbara that the Airport Director be authorized to execute the proposed amendment to the Signature Flight Support Corporation, Fuel Storage Facility Lease (No. 18,538) dated March 14, 1997, amending Article IV, "Rent" (B)(1) and (D) to allow for the collection of landing fees of \$.04 per gallon of fuel sold to Commercial Air Carriers.

8. SUBJECT: ATLANTIC AVIATION FUEL FARM AMENDMENT

RECOMMENDATION: That Airport Commission recommend to the City Council of the City of Santa Barbara that the Airport Director be authorized to execute the proposed amendment to the Mercury Air Center – Santa Barbara, Inc., dba Atlantic Aviation, Fuel Storage Facility Lease (No. 19,528) dated April 15, 1999, amending Article V, “Rent” (B)(1) and (2) to allow for the collection of landing fees of \$.04 per gallon of fuel sold to Commercial Air Carriers.

9. SUBJECT: PROPERTY MANAGEMENT REPORT - JUNE

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

10. SUBJECT: AIRPORT VISITOR INFORMATION CENTER

RECOMMENDATION: That Commission receive a report on the first year operation of the Airport Visitor Information Center at the Airline Terminal.

11. SUBJECT: PRESENTATION – PROPERTY MANAGEMENT DIVISION’S ROLES AND RESPONSIBILITIES

RECOMMENDATION: That Airport Commission receive a staff presentation on the Property Management Division’s roles and responsibilities

12. SUBJECT: LEASE AGREEMENT WITH ABOVE ALL AVIATION

RECOMMENDATION: That Commission authorize the Airport Director to execute a two year lease agreement with Above All Aviation, a California “C” Corporation, effective August 1, 2014 and ending July 31, 2016, for 18,691 square feet of aviation ramp, including 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.

13. SUBJECT: FY2015 AIRPORT COMMERCIAL/INDUSTRIAL LEASE RATES

RECOMMENDATION: That Airport Commission approve the proposed Fiscal Year 2015 Commercial/Industrial Rental Rates, for land and buildings at the Santa Barbara Airport.

14. SUBJECT: PART 139 CERTIFICATION INSPECTION

RECOMMENDATION: That Airport Commission receive an oral report on the PART 139 Certification Inspection.

DIRECTOR'S REPORT

15. A. Airport Operations
 - Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
 1. Air Service
 2. Communications Program
 3. Aircraft Rescue and Fire Fighting Service Evaluation
 4. Master Plan
- C. Capital Projects
 1. Runway 15R/33L Rehabilitation
 2. Airfield Electrical Rehabilitation
- D. City Council / Airport Commission Actions

ADJOURNMENT