

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

**CALL TO ORDER**

The Meeting on Wednesday, May 21, 2014 was called to order at 6:02 pm in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

**ROLL CALL**

**Airport Commissioners:** Patricia Griffin, Carl Hopkins, Bruce Miller and Jim Wilson

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

**Absent:** Commissioners: Craig Arcuri, Karen Kahn and Kirk Martin

**CHANGES TO THE AGENDA**

Agenda Items 8 and 9 were pulled and will be scheduled for a future meeting.

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.*

**PUBLIC COMMENT**

1. No one wished to speak.

**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.

**ACTION:** Presented.

## **MINUTES**

4. SUBJECT: MINUTES

RECOMMENDATION: That Airport Commission waive the reading and approve the minutes of the meeting of Wednesday, April 16, 2014.

**ACTION:** Motion/Second for approval of the minutes by Commissioners Hopkins/Wilson. Unanimous voice vote (Absent Commissioners Arcuri, Kahn and Martin).

## **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. *Agreement No. 201419*

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. *Agreement No. 201420*

7. SUBJECT: PROPERTY MANAGEMENT REPORT - APRIL

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

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

## **LIAISON REPORTS**

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Mayor Michael T. Bennett

**ACTION:** Presented.

## **ADMINISTRATIVE REPORTS**

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.

**ACTION:** Motion/Second for approval by Commissioners Wilson/Griffin. Unanimous voice vote (Absent Commissioners Arcuri, Kahn and Martin).

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.

**ACTION:** Presented.

12. SUBJECT: ANNUAL PART 139 INSPECTION

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

**ACTION:** The Annual Part 139 Inspection has been rescheduled. The staff report will be presented at a future meeting.

## **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
- C. Capital Projects
1. Runway 15R/33L Rehabilitation
  2. Airfield Electrical Rehabilitation
- D. City Council / Airport Commission Actions

**ACTION:** Presented.

**ADJOURNMENT** - 6:18 pm, on order of Chair Miller.