

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

CALL TO ORDER

The Meeting on Wednesday, July 16, 2014 was called to order at 6:00 pm in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: Craig R. Arcuri, Patricia Griffin, Karen Kahn, Bruce Miller and Jim Wilson

Staff: Hazel Johns, Acting Airport Director
Tracy Lincoln, Airport Operations Manager
Rebecca Fribley, Sr. Property Management Specialist

Absent: Commissioners: Carl Hopkins, Kirk Martin

CHANGES TO THE AGENDA

Items 7 and 8 were pulled from the Consent Calendar at the request of Airport Director Hazel Johns:

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.

PUBLIC COMMENT

1. No one wished to speak.

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.

ACTION: Presented.

MINUTES

3. SUBJECT: MINUTES

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

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

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 Schlupe, 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.

9. SUBJECT: PROPERTY MANAGEMENT REPORT - JUNE

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

ACTION: Motion/Second for approval of the Consent Calendar by Commissioners Kahn/Wilson. Unanimous voice vote (Absent Commissioners Hopkins 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: 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.

ACTION: Presented.

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

ACTION: Presented.

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.

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

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.

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

14. SUBJECT: PART 139 CERTIFICATION INSPECTION

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

ACTION: Presented.

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

ACTION: Presented.

ADJOURNMENT - 7:01 pm, on order of Chair Miller.

Hazel Johns, Airport Director

Mabel Shatavsky, Airport Commission Secretary