

# **A G E N D A**

City of Farmington  
Airport Advisory Commission

May 12, 2015

# A G E N D A

Airport Advisory Commission  
Executive Conference Room – 800 Municipal Drive  
May 12, 2015, at 4:00 p.m.

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## ITEM

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|----|---|---|
| 1. | Call Meeting to Order   |   |
| 2. | Approval of Agenda  |   |
| 3. | Approval of Minutes from the April 14, 2015 Airport Advisory Commission Meeting   | 1 |
| 4. | Approval of Minutes from the April 23, 2015 Airport Advisory Commission Special Meeting   | 4 |
| 5. | Recommendation to provide Resolutions for the City Council to approve certain grant agreements between the City of Farmington and the New Mexico State Department of Transportation Department, Aviation Division as included in this agenda. | 7 |
| 6. | Operations Report (Mike Lewis)  | 8 |
| 7. | Business From:<br>Chairman<br>Members<br>Staff<br>Floor   |   |
| 8. | Adjournment   |   |

For information regarding any item scheduled on this Agenda, please contact the Airport Manager's Office at (505) 599-1394.

*ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are fully accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office at 599-1106 or 599-1101 prior to the meeting so that arrangements can be made.*

# M I N U T E S

## AIRPORT ADVISORY COMMISSION

The Airport Advisory Commission of the City of Farmington met on Tuesday, April 14, 2015, at 4:00 PM, in the Executive Conference Room in the Municipal Building, 800 Municipal Drive, Farmington, New Mexico.

<b>Members Present:</b>	Chairman Richard Neely John Arrington Tony Bennett
<b>Members Absent:</b>	Wayne Mangum Steve White
<b>Staff Present:</b>	Bob Campbell Mike Lewis Dee Dee Moore
<b>Others Present:</b>	Robert Chavez Teresa Pacheco Jaade Plante Felicia Bekis Bart Sisson

### **Call to Order**

The meeting was called to order at 4:00 p.m. by Chairman Neely, there being a quorum present; the following proceedings were duly had and taken.

### **Approval of the April 14, 2015 Agenda**

Commissioner Arrington made a motion to approve the agenda. The motion was seconded by Commissioner Bennett and the motion passed unanimously by a vote of 3-0.

### **Approval of the Minutes of the March 10, 2015 Regular Meeting of the AAC**

Commissioner Bennett made a motion to approve the minutes of the March 10, 2015, regular meeting of the AAC. The motion was seconded by Commissioner Arrington and passed by unanimously by a vote of 3-0.

### **Approval of the Open Meeting Resolution**

Chairman Neely read the Open Meeting Resolution which stated the day, time and location for the Airport Advisory Commission meeting for the next 12 months. Commissioner Bennett made a motion to approve the Open Meeting Resolution for the Airport Advisory Commission. The motion was seconded by Commissioner Arrington and passed by unanimously by a vote of 3-0.

### **Operations Report**

Airport Manager Mike Lewis reported that the Great Lakes numbers are up a little over last month, and are still running just 9 seats per flight. The air traffic is down over the totals from last year, which is directly related to the reduced flight schedule of Great Lakes. The same decrease seen in fuel flowage can also be contributed to the Great Lakes flight schedule. Mr. Lewis reported that the car rental agencies are all paying minimum rents and that the Zebra's contract also has reverted back to a minimum until an annual gross of \$400,000 is met.

Mr. Lewis shared that Zebra's will be closing the first weeks of April. There is an interested party, Mr. Kallenaes and Mr. Noyes that have purchased the inventory and are interested in assuming the remainder of the Zebra's lease. Assistant City Manager Bob Campbell added that they are planning to make their request to the City Council on April 28<sup>th</sup>. The Commission decided to hold a special meeting on April 23, 2015 at 4:00pm to hear a presentation from the new owners and make a recommendation to the City Council.

Mr. Lewis stated that all summer projects are still on track. The paperwork has been completed for Taxiway E, F and G to be re-engineered and rebuilt. The pavement will need to be removed and replaced. There was thumping device non-destructive testing performed and staff should see the report within the next 30 days.

Guidance Aviation is planning to re-visit the college during the first week in May. Staff has identified locations that may fit their classroom requirements, including the possibility of the small hangar currently leased by Great Lakes. He added that the college is currently short on classrooms space.

Chuck Howell of Great Lakes is upbeat regarding the waiver to Part 135, but stated that the timing to submit the request is not at this time. Commissioner Bennett asked if this waiver would allow 19 seats. Mr. Lewis stated that the seats requirement is included but it may also include the experience level of 1<sup>st</sup> Officers. Chairman Neely shared that people have asked him why the seats are missing and just assumed that the seats were old or worn out, not because of any regulation requirements.

### **Business from the Chairman:**

There was no business from the Chairman.

### **Business from the Commissioners:**

There was no business from the Commissioners.

### **Business from the Staff:**

There was no business from Staff.

### **Business from the Floor:**

Jaade Plante of Atlantic Aviation stated that next month they will start the hamburger days again. She also asked if the prospective owners were planning to have breakfast. Mr. Lewis stated that the prospective owners have discussed that possibility. Chairman Neely asked if they would be doing any remodeling. Mr. Lewis shared that discussions have included replacing the carpet and expanding the patio.

Mr. Bart Sisson asked about the AOPA Fly-in. Mr. Lewis shared that Farmington was not chosen this year, but that he would be attending the one in Colorado Springs. There is a criteria regarding membership within a 300 mile radius that is currently being used to determine the sites.

**Adjournment:**

There being no further business to come before the Commission the meeting was adjourned at 4:31 pm.

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Richard Neely – Chairman

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Dee Dee Moore – Administrative Aide

**M I N U T E S  
SPECIAL MEETING  
AIRPORT ADVISORY COMMISSION**

The Airport Advisory Commission of the City of Farmington met in a Special Meeting on Thursday, April 23, 2015, at 4:00 PM, in the City Council Chambers in the Municipal Building, 800 Municipal Drive, Farmington, New Mexico.

**Members Present:**

Chairman Richard Neely  
Chairman Pro-Tem Tony Bennett  
Wayne Mangum  
Teresa Pacheco

**Members Absent:**

John Arrington  
Steve White

**Staff Present:**

Mike Lewis  
Dee Dee Moore

**Others Present:**

Steve Kellenaers  
Leo Noyes  
Bart Sisson

**Call to Order**

The meeting was called to order at 4:00 p.m. by Chairman Neely, there being a quorum present; the following proceedings were duly had and taken.

**Approval of the April 23, 2015 Agenda**

Commissioner Bennett made a motion to approve the agenda. The motion was seconded by Commissioner Mangum and the motion passed unanimously by a vote of 4-0.

**Presentation and Recommendation for the Restaurant located at the Four Corners Regional Airport Terminal**

The Airport Advisory Commission heard a presentation from Mr. Steve Kellanares regarding the transfer of the restaurant lease to a new owner, both of who are existing businessmen in town. This restaurant is located at the Four Corners Regional Airport Terminal building.

Mr. Kellenaers gave a brief overview of his operation plan. He stated they still want to have a sports bar & grill theme, adding an outside dining area (which will need to receive approval and meet the FAA criteria), and not just a bar theme. He added that they are hiring a professional restaurant manager to oversee the décor, branding and renaming.

Chairman Neely asked how they intend to change the environment of the restaurant.

Mr. Kellenaers stated that they plan to change the menu and add nightly entertainment. There will not be any MTV type shows, but still keep it sports oriented. He shared that they are

planning to have a “Cabo” feel, flip-flops, laid back environment. He doesn’t want to compete with other local restaurants. He stated they plan to call the restaurant “No Worries”.

Commissioner Pacheco asked if they might consider serving breakfast. Mr. Kellenaers shared that it could be part of the plan, but the timing would be after the dining has established, the patio renovated, and the space for small meetings retrofitted.

Chairman Neely asked if Mr. Kellenaers had any background running a bar. Mr. Kellenaers stated that he has traveled extensively and knows what type of establishment his friends prefer to dine at in Farmington.

Commissioner Bennett asked if the patio would be re-opened for dining. Mr. Kellenaers shared his vision to expand the existing patio to the east, and enclosing the area with glass walls to contain any blowing debris from the airfield and allow the patio to be used without disturbance from incoming and departing aircraft. He added that this improvement estimate is currently around \$100K.

Commissioner Mangum asked what the timetable to re-open the restaurant was. Mr. Kellenaers shared that they are in the process of obtaining liquor license approvals. City Attorney Jennifer Breakell added that the liquor license is available to be transferred to a new lessee. Mr. Kellenaers shared that they are looking at 6-8 weeks.

Chairman Neely asked if there were any special arrangements in the existing lease. Airport Manager Mike Lewis stated that the same enforcements and fees that were afforded to the previous owner would be extended to this owner. Ms. Breakell stated that the legal department agrees with the terms of the contract.

Airport Tenant Mr. Bart Sisson shared that a previous restaurant tried to have an upper/middle class restaurant, but were only in business a year or two. Mr. Kellenaers stated that he is planning on the upper/middle class to keep them in business.

Commissioner Bennett asked about special events and music. Mr. Kellanares shared that they have a person who has a network of contacts with entertainers to place Farmington on the entertainers travel schedule.

Commissioner Pacheco asked about what types of seafood they were planning to place on the menu. Mr. Kellenaers felt that Caribbean type food items like, Ceviche, Mexican Shrimp and Crabbers.

Commissioner Neely asked if they had identified any personnel. Mr. Kellanares stated that they have Managers and Bartenders, but not cook and wait staff, and that is because of the wait for the liquor license.

The Airport Advisory Commission made a motion that was approved unanimously, by a vote of 4-0, to recommend City Council consider the transfer of the existing lease to the new owners for the restaurant located at the Four Corners Regional Airport, Terminal Building, 1300 W. Navajo Street, Farmington, NM.

**Business from the Chairman:**

Chairman Neely welcomed Commissioner Pacheco and introduced her to the Commission.

**Business from the Commissioners:**

Commissioner Bennett informed the Commission that the Guidance Aviation Company will meet with the college in Mid-May.

**Business from the Staff:**

Mr. Lewis shared that he is currently evaluating vacant and occupied space at the airport that will meet Guidance Aviations training needs. He added that an employee will be located here in Farmington to begin the process, such as working with the Albuquerque FAA instead of Missoula, Montana (FAA). A lease will be in effect for leasing office space at the current rate of \$9 per square foot per year. Commissioner Bennett asked if there was a proposed timetable for this endeavor. Mr. Lewis stated that Guidance Aviation is hoping to begin training during the Spring 2016 semester (January 2016).

**Business from the Floor:**

There was no business from the Floor.

**Adjournment:**

There being no further business to come before the Commission the meeting was adjourned at 4:42 pm.

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Richard Neely – Chairman

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Dee Dee Moore – Administrative Aide

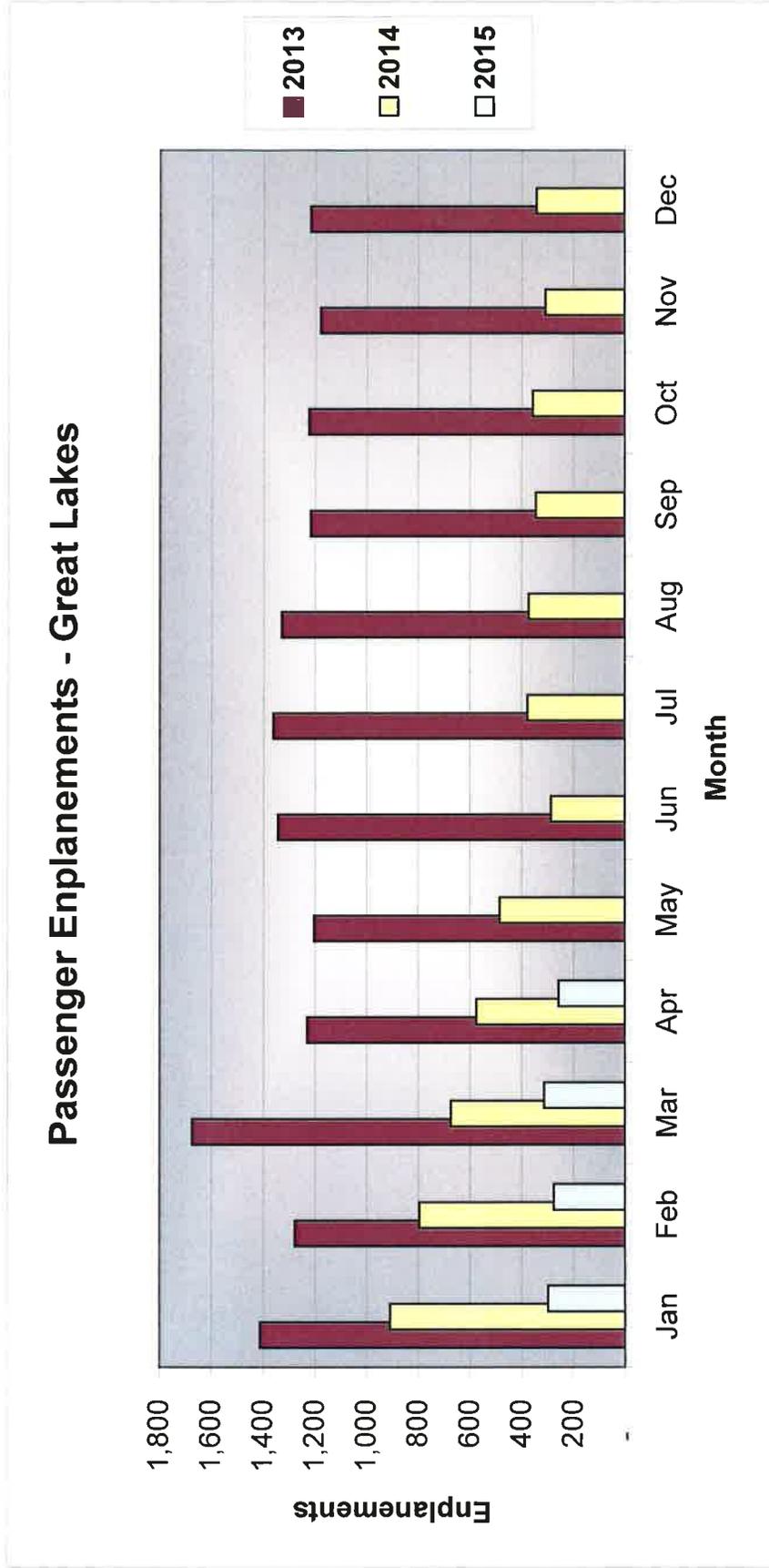
Upon recommendation of approval by the Airport Advisory Committee the following NMDOT Grants will be sent to City Council in the form of a Resolution.

<b>NMDOT Grant#</b>	<b>Description of Project</b>	<b>City of Farmington</b>	<b>State Funds</b>	<b>Federal Funds</b>	<b>GRAND TOTAL</b>
FMN-15-01	Maintenance Grant	\$ 1,111	\$ 10,000	n/a	\$ 11,111
FMN-15-02	Crack sealing runway 5-23 (based on FAA Part 139 Inspection)	\$ 9,014	\$81,130	n/a	\$ 90,144.
FMN-15-03	Land Acquisition to avoid a through-the-fence operation.	\$ 4,688	\$ 4,687	\$ 140,625	\$ 150,000
FMN-15-04	Erosion Control and Drainage Improvements at end of RW 7/25 and Rehabilitation Design of Taxiways E, F and G.	\$ 46,798	\$ 46,798	\$ 1,403,937	\$ 1,497,533
FMN-15-05	Rodenator System	\$ 290	\$ 2,605	n/a	\$ 2,895
FMN-15-06	Remarking of the Centerline and Edge Lines on Runway 5/23	\$ 1,365	\$ 12,280	n/a	\$ 13,645

# **OPERATIONS REPORT**

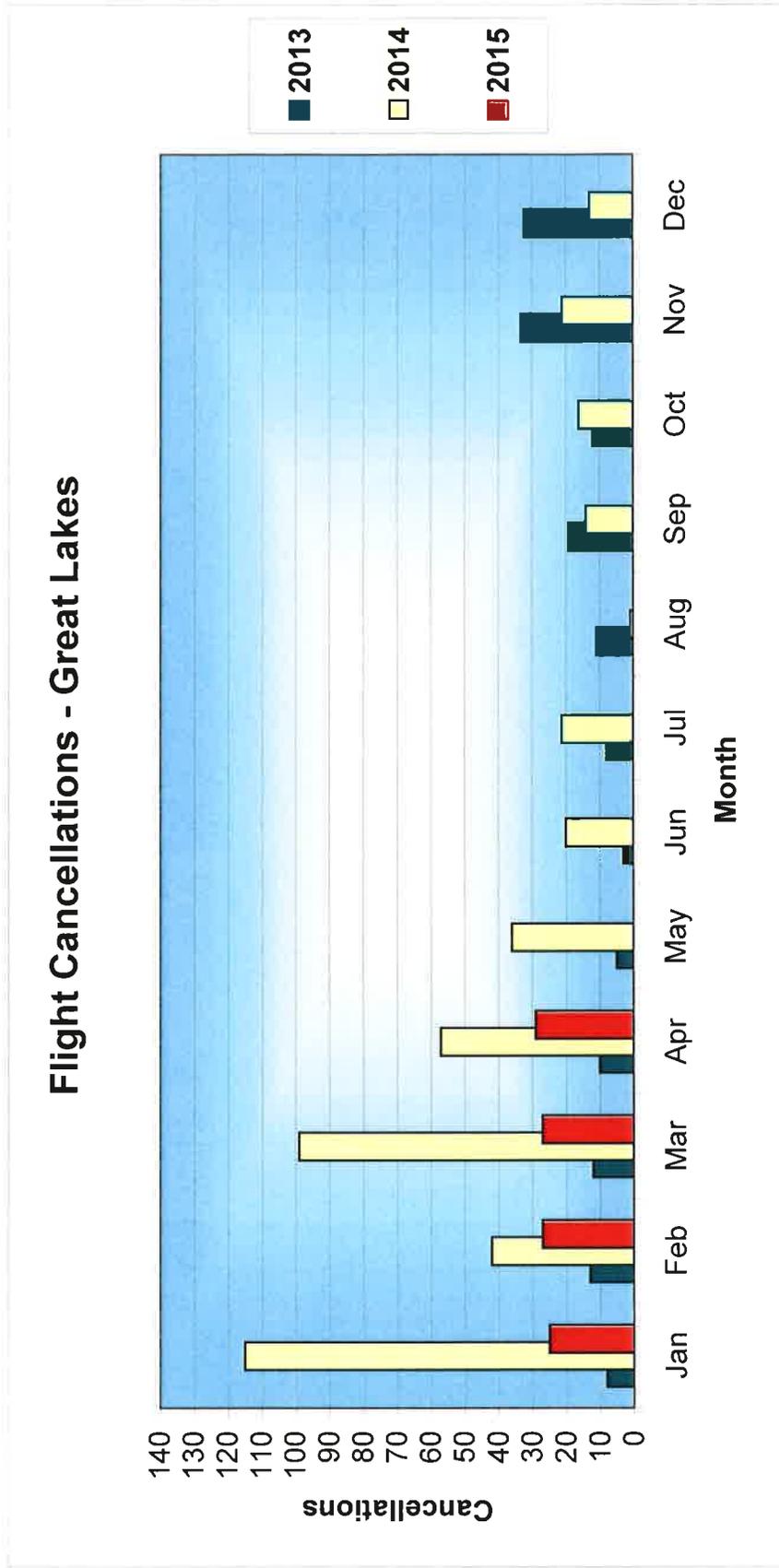
**APRIL 2015**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>2013</b>	1,412	1,277	1,674	1,230	1,203	1,343	1,362	1,329	1,216	1,224	1,178	1,217
<b>2014</b>	908	795	674	574	485	286	377	372	344	356	307	341
<b>2015</b>	297	275	313	256								



<b>2012</b>	<b>19,102</b>	<b>2013</b>	<b>15,665</b>	<b>2014</b>	<b>5,819</b>	<b>2015</b>	<b>1,141</b>
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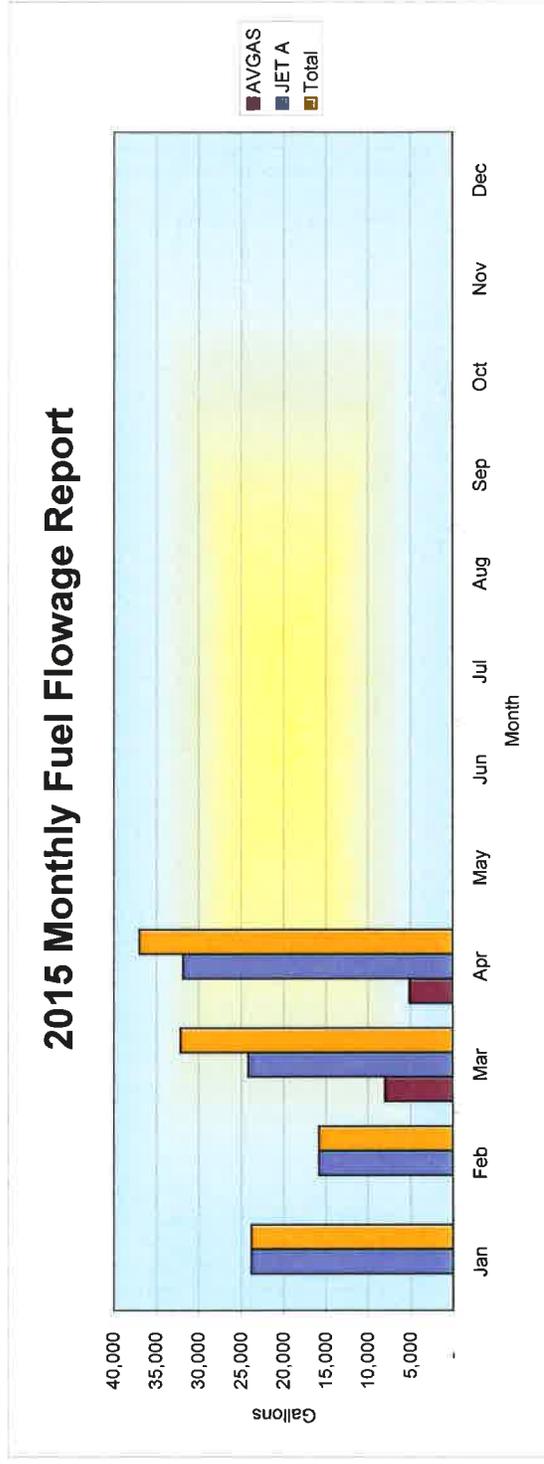
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	8	13	12	10	5	3	8	11	19	12	33	32
2014	115	42	99	57	36	20	21	1	14	16	21	13
2015	25	27	27	29								



2012	89	2013	166	2014	455	2015	108
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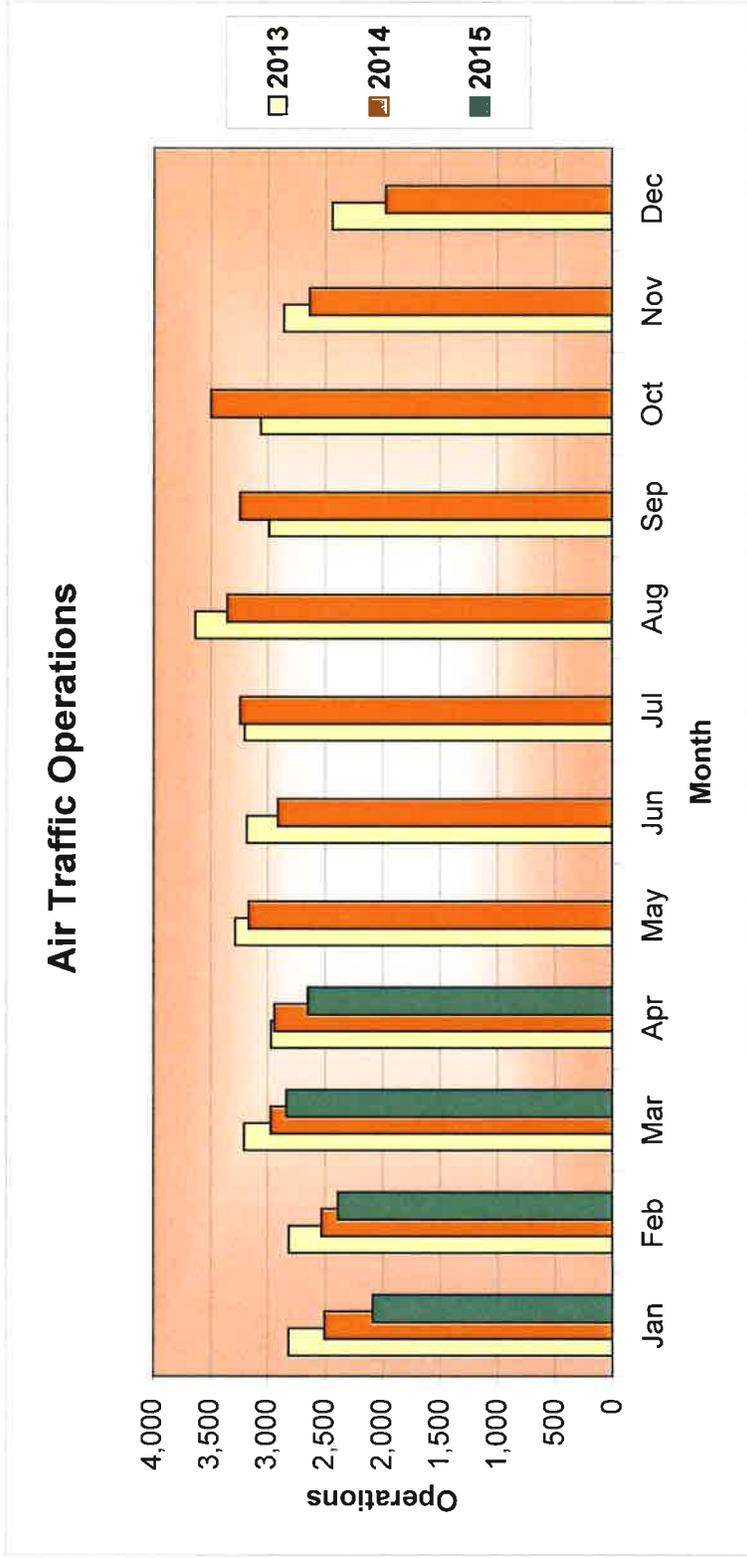
2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
JET A	32,360	32,272	40,234	46,879	23,529	39,471	31,479	46,946	15,407	46,535	31,279	20,577
AVGAS	8,616	-	-	8,235	8,334	-	-	8,050	-	8,183	8,278	8,511
Total	40,976	32,272	40,234	55,114	31,863	39,471	31,479	54,996	15,407	54,718	39,557	29,088

2015	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
JET A	23,828	15,829	24,165	31,849	-	-	-	-	-	-	-	-
AVGAS	-	-	7,994	5,134	-	-	-	-	-	-	-	-
Total	23,828	15,829	32,159	36,983	-	-	-	-	-	-	-	-



	2012	2013	2014	2015
JET A	582,277	504,790	406,968	95,671
AVGAS	74,271	65,514	58,207	13,128
Total	656,548	570,304	465,175	108,799

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	2,818	2,815	3,204	2,970	3,282	3,181	3,202	3,635	2,986	3,061	2,862	2,438
2014	2,505	2,531	2,974	2,942	3,164	2,911	3,241	3,354	3,244	3,500	2,638	1,973
2015	2,086	2,387	2,837	2,651								



2012	37,384	2013	36,454	2014	34,977	2015	9,961
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