



# ***FOUR CORNERS REGIONAL AIRPORT***

800 Municipal Drive • Farmington, NM 87401-2663

505-599-1394 • FAX 505-599-1397 • [www.fmtn.org](http://www.fmtn.org)

# **AGENDA**

## **City of Farmington Airport Advisory Commission**

**July 12, 2016**



AIRPORT DIVISION; GENERAL SERVICES DEPARTMENT

# A G E N D A

Airport Advisory Commission  
Executive Conference Room – 800 Municipal Drive  
July 12, 2016, at 4:00 p.m.

<b>ITEM</b>		<b>PAGE</b>
1.	Call Meeting to Order	
2.	Approval of Agenda	
3.	Approval of Minutes from the June 14, 2016 Airport Advisory Commission Meeting	1
4.	Hangar Rate Recommendation and Discussion	4
5.	Operations Report	5
6.	Business From: Chairman Members Staff Floor	
7.	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**  
 June 14, 2016

The Airport Advisory Commission of the City of Farmington met on Tuesday, June 14, 2016, at 4:00 PM, in the Executive Conference Room in the Municipal Building, 800 Municipal Drive, Farmington, New Mexico.

**Members Present:**

Chairman Richard Neely  
 John Arrington  
 Theresa Pacheco  
 Wayne Mangum

**Members Absent:**

Steve White  
 Tony Bennett

**Staff Present:**

Julie Baird  
 Jody Carman  
 Mike Lewis

**Others Present:**

Felicia Bekis– Atlantic Aviation  
 Marieanna Yazzie – Atlantic Aviation  
 George Riley - Vernon Aviation  
 Dylan Garrison – Vernon Aviation

**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 June 14, 2016 Agenda**

A motion was made and second to approve the agenda and passed unanimously by a vote of 4-0.

**Approval of the Minutes of the May 10, 2016 Regular Meeting of the AAC**

A motion was made and seconded to approve the minutes of the May 10, 2016, regular meeting of the Airport Advisory Commission and passed unanimously by a vote of 4-0.

**Operations Report**

It was noted that Great Lakes asked if we would be interested in having 8 flights a month, 19 seats each towards the end of this summer if they are able to supply them. We responded "yes."

Mike noted that Great Lakes is still waiting for an answer to their request for exemption.

Bill 95.3 is now in the house which will fund the AIP rate for two more years. This bill, if passed, is credited to Tommy Roberts who explained the situation to both senators. If passed, Four Corners Regional Airport will be able to proceed with taxiway upgrades for the next two projects.

Mike Lewis explained the operations charts and graph data included in the June 14, 2016 agenda.

The Commission was updated by Mike Lewis regarding the recent FAA inspection. He noted that the inspection went really well, the visit was cut off a day early, and there were only two write ups. The first issue is that Runway 5-23 has faded pavement and the white traffic lines will need to be outlined in black. Mike noted that the State will pay and the County will assist with paint. The second issue is the Prairie Dog overpopulation. Airport staff is addressing the population problem with consistent and steady Rodenator activity. Mike noted that we have had one complaint, and that he has had to make a few follow up calls in respect to that complaint. Mike expressed concern over possible press exposure, so he has response strategy and data ready in case there is any backlash.

Mike Lewis noted to the Commission that the Car Rental Agency contracts 2017 extension proposal will be presented at City Council tonight. Mike noted that a partial Atlantic Aviation contract is up in 2019 and that we need to be ready to put that out to RFP. Four Corners Regional Airport would really like to put in a self-service fuel pump station and consider entertaining lower fuel prices.

Mike Lewis updated the commission about two current projects that would enhance Four Corners Regional Airport property. The fence behind the Dugan Hangar should be moved to the other side of the hangar. That relocation plan would give Guidance Aviation access to parking. There are several other parking options for existing tenants.

The second project would be to relocate the fence in front of the Airport Administration Office to enable ramp to restaurant access. That would benefit Atlantic as well, as customers could come right out of the FBO and into the restaurant. No Worries Restaurant is currently offering discounts for military customers in uniform to entice air traffic.

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

Felicia asked about the actual dates of lease expiration for their Atlantic lease.

A short discussion ensued over how important lower fuel prices and a self-service fuel option would be. It was observed that these options would be useful for local and transient air traffic.

Mike Lewis presented to the Commission, two hangar lease options for Guidance Aviation. The old Great Lakes hangar is 30 years old and hasn't been maintained very effectively. Guidance Aviation had proposed \$200,000 of improvements. Mike suggested that we should look for a lease abatement within reason to make the venue more attractive to Guidance Aviation.

Mike Lewis gave a short explanation about how the Guidance Aviation program would be structured. The positive outcome for us is that when they leave, the upgrades are ours. A lease abatement option would benefit both parties. Mike explained his options for lease pricing

Both proposals present a 2 years lease rate for Hangar 9 to be applied towards refurbishment of the facility up to \$200,00.00. The first option is less prorated and culminates with lease rate up to the total of \$53,000 at the end of the second year. The second proposal is a more prorated

amount that will culminate in \$73,000.00 at the end of the third year. Both plans assure the City gets something in return from this investment.

Chairman Neely asked about terms and timeline of this lease. Mike responded that he was looking at a 90 day out possibility, or go for 10 years and leave the CPI escalator in the contract.

There was a short discussion about when to propose the finalized Guidance Aviation contract before City Council. Mike explained that Guidance Aviation should be at the next City Council Meeting to make a presentation.

Chairman Neely proposed that the Guidance Aviation lease is a discussion item and that no motion is necessary to conclude the discussion. The commission agreed for Mike to continue his research and coordination for a Guidance Aviation lease, and present a lease proposal at the next Airport Advisory Commission Meeting.

**Business from the Commissioners:**

Johnny Arrington brought up the possibility of solar power for the airport. If we could get Federal funding for solar projects, it might possibly bring a long term financial payout.

Chairman Neely asked if there were any questions.

Wayne Mangum asked about an update for Boutique Air. There was a short discussion about Boutique Airlines in talks with Cortez Airport. It was noted that Boutique would like to be involved with an airport that gets the EAS subsidy. Theresa Pacheco mentioned that Boutique may be making a bid to talk to Cortez City Council.

The commission welcomed George Riley and Dylan Garrison from Vernon. George Riley mentioned that he has the means to vacuum out prairie dogs for \$1500.00 a day. He advised to not bring someone from out of town if we needed help. Mike Lewis responded that we are having success with the Rodenator.

**Business from the Floor:**

There was no business from floor.

**Adjournment:**

There being no further business to come before the Commission, the meeting was adjourned at 4:38 pm.

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Richard Neely – Chairman

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Jody Carman – Administrative Aide

**EXHIBIT "A"**  
**FARMINGTON (FMN) FOUR CORNERS REGIONAL AIRPORT**  
**SCHEDULE OF RATES, FEES AND CHARGES**

CATEGORY		FY14	CURRENT FY 13
<b>A</b>	Signatory Landing Fee (Per 1,000 lbs. GLW)-Mthly	\$0.95	\$0.95
<b>B</b>	Non-Signatory Airline Landing Fee (Per 1,000 lbs GLW) -Daily or Mthly	\$1.60	\$1.60
<b>C</b>	Fuel Flowage Fee (Per gallon)	\$0.06	\$0.06
<b>D 1</b>	FBO Land Rents-Buildable (SFPY)	\$0.20	\$0.20
<b>D 2</b>	FBO Land Rents-Non-Buildable (SFPY)	\$0.10	\$0.10
<b>E</b>	Unimproved Land Rent (SFPY)	\$0.05	\$0.05
<b>F 1</b>	Aircraft Parking Fees on City Ramp - Per Space - Daily	\$7.50	\$7.50
<b>F 2</b>	Aircraft Parking Fees on City Ramp - Per Space - Mthly	\$40.00	\$40.00
<b>G 1</b>	Air Carrier Terminal Space Rent / Signatory (SFPY)	\$20.00	\$20.00
<b>G 2</b>	Air Carrier Terminal Space Rent / Non-Signatory (SFPY)	\$26.00	\$26.00
<b>H</b>	All Other Terminal Space Rent (SFPY)	\$20.00	\$20.00
<b>I</b>	Terminal Annex Office Space (SFPY)	\$9.00	\$9.00
<b>J</b>	Shade Covers - Per Space - Annual	\$720.00	\$600.00
<b>K 1</b>	City Owned Hangars <b>Small</b> (SFPM) <i>Except R2-L4</i>	\$0.15	\$0.15
<b>K 2</b>	City Owned Hangars (SFPM) R2-L4	\$0.13	\$0.13
<b>K 3</b>	City Owned Hangars <b>Large</b> (SFPM)	\$0.15	New Category
<b>L</b>	New City Owned T-Hangars -Per Space- Mthly	\$225.00	\$225.00
<b>M</b>	T-Hangar Ground Rent - Per Space - Annual	\$250.00	\$250.00
<b>N 1</b>	Ground Rent - Buildable Area (SFPY)	\$0.26	\$0.26
<b>N 2</b>	Ground Rent - Non-Buildable Area (SFPY)	\$0.13	\$0.26
<b>O</b>	Non-Aeronautical Use Space - Based on Appraisal *		New Category
<b>P</b>	<b>Non-Signatory Airline Ramp Parking Fee Per Hour</b>		
<b>P 1</b>	Aircraft with 0-19 Passenger Seats	\$10.00	\$10.00
<b>P 2</b>	Aircraft with 20-49 Passenger Seats	\$15.00	\$15.00
<b>P 3</b>	Aircraft with 50-79 Passenger Seats	\$25.00	\$25.00
<b>P 4</b>	Aircraft with 80 or more Passenger Seats	\$30.00	\$30.00
<b>Q</b>	<b>Non-Signatory Airline Terminal Use Fee Per Flight</b>		
<b>Q 1</b>	Aircraft with 0-19 Passenger Seats	\$10.00	\$10.00
<b>Q 2</b>	Aircraft with 20-49 Passenger Seats	\$15.00	\$15.00
<b>Q 3</b>	Aircraft with 50-79 Passenger Seats	\$25.00	\$25.00
<b>Q 4</b>	Aircraft with 80 or more Passenger Seats	\$35.00	\$35.00
<b>R</b>	Aircraft Passenger Airstairs - Per Use	\$150.00	New Category
<b>S 1</b>	Airport ID & Gate Cards	\$10.00	\$10.00
<b>S 2</b>	Gate Card Reactivation Fee	\$5.00	New Category
<b>T 1</b>	Fingerprinting Background Check	\$50.00	\$50.00
<b>T 2</b>	Criminal History Background Check	\$15.00	\$15.00
<b>U</b>	Business Application Fee	\$25.00	\$25.00
<b>V</b>	Hangar Waiting List Fee	\$50.00	New Category
<b>W</b>	Aircraft Emergency Maintenance Personnel Call Out Fee - Per Hour	\$75.00	New Category

**Rates can be adjusted (i.e. CPI Adjustments) based on individual agreement terms**

GLW = Gross Landed Weight  
 FBO = Fixed Base Operator

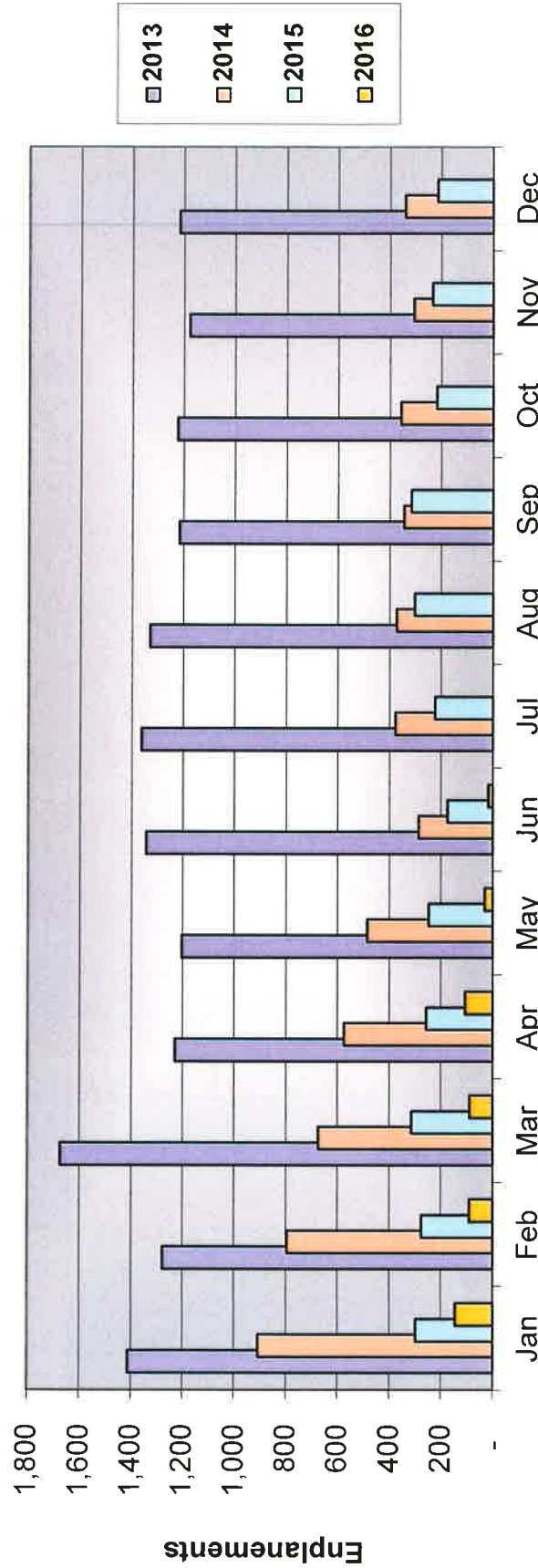
SFPY = Square Foot Per Year  
 SFPM = Square Foot Per Month

# **OPERATIONS REPORT**

**JULY 2016**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	1,412	1,277	1,674	1,230	1,203	1,343	1,362	1,329	1,216	1,224	1,178	1,217
2014	908	795	674	574	485	286	377	372	344	356	307	341
2015	297	275	313	256	246	174	223	302	316	217	234	214
<b>2016</b>	<b>144</b>	<b>90</b>	<b>89</b>	<b>106</b>	<b>31</b>	<b>17</b>						

### Passenger Enplanements - Great Lakes

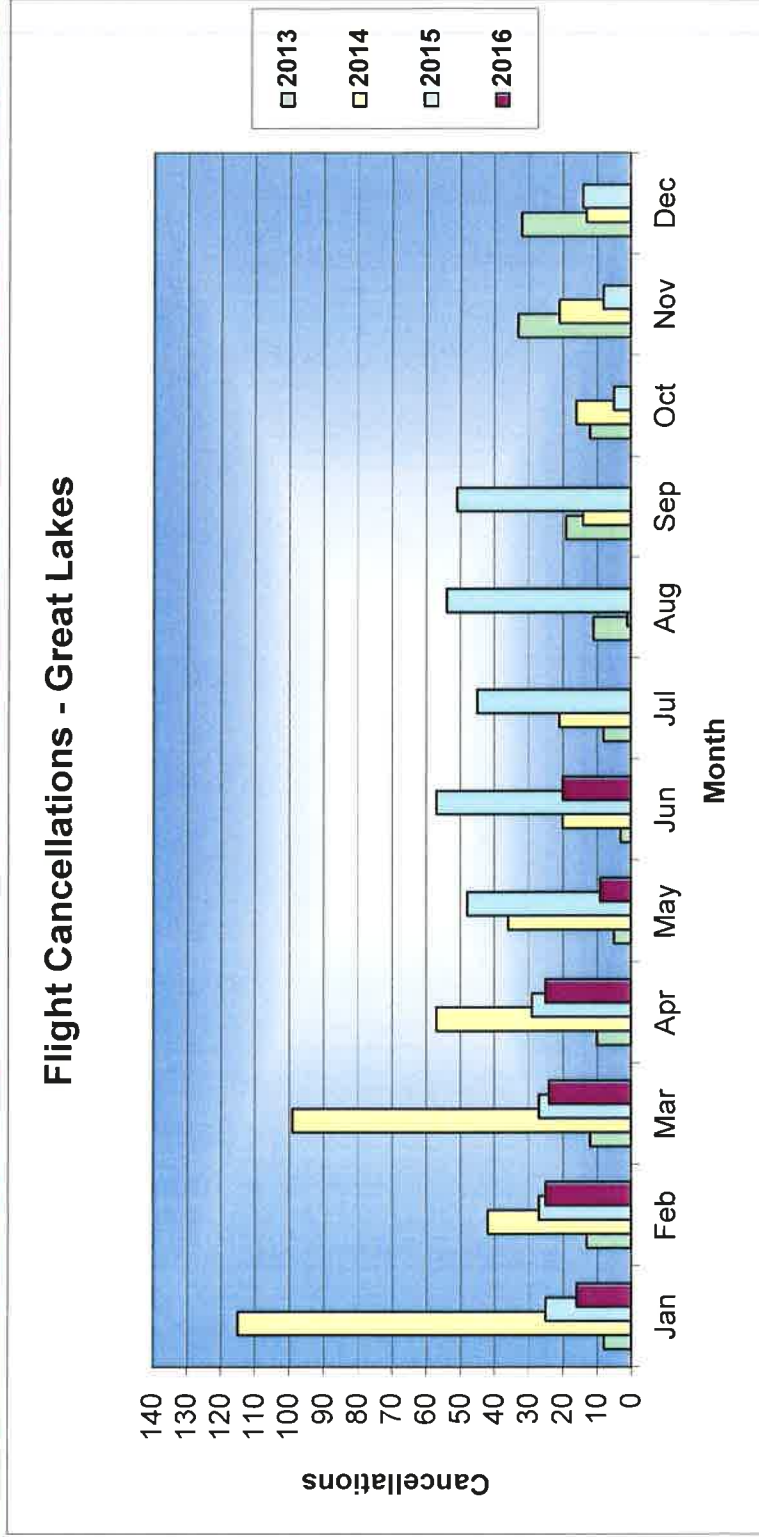


Four Corners Regional Airport

<b>2013</b>	<b>15,665</b>	<b>2014</b>	<b>5819</b>	<b>2015</b>	<b>3,067</b>	<b>2016</b>	<b>477</b>
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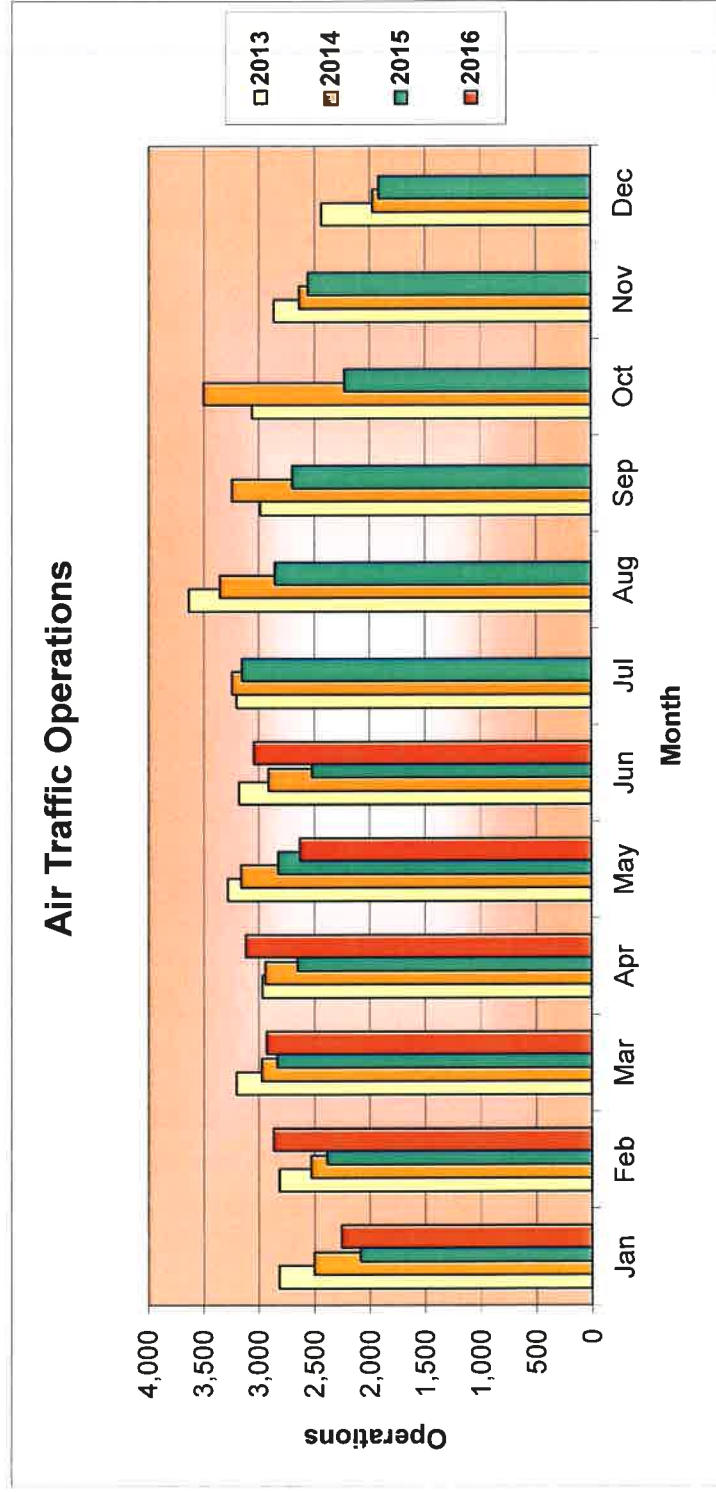


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	8	13	12	10	5	3	8	11	19	12	33	32
2014	115	42	99	57	36	20	21	1	14	16	21	13
2015	25	27	27	29	48	57	45	54	51	5	8	14
<b>2016</b>	<b>16</b>	<b>25</b>	<b>24</b>	<b>25</b>	<b>9</b>	<b>20</b>						



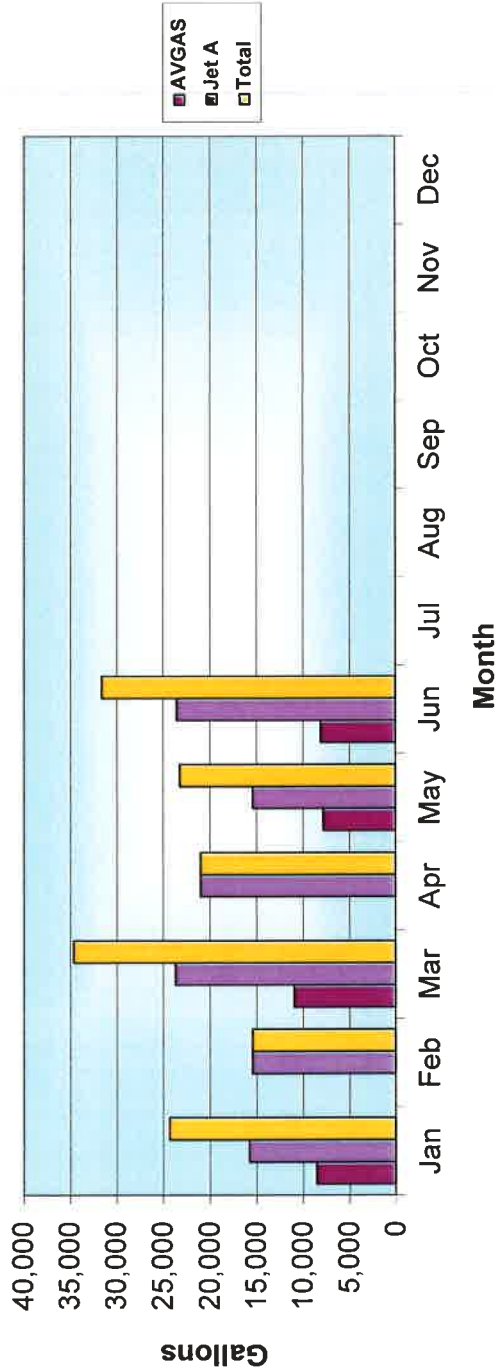
<b>2012</b>	<b>89</b>	<b>2013</b>	<b>166</b>	<b>2014</b>	<b>455</b>	<b>2015</b>	<b>390</b>	<b>2016</b>	<b>119</b>
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	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	2,818	2,815	3,204	2,970	3,282	3,181	3,202	3,635	2,986	3,061	2,862	2,438
2014	2,505	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	2,637	2,651	2,826	2,522	3,154	2,855	2,698	2,230	2,559	1,919
2016	2,256	2,868	2,930	3,118	2,632	3,046	0	0	0	0	0	0



2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
AVGAS	8,531	0	10,952	0	7,820	8,090						
Jet A	15,806	15,463	23,704	20,994	15,435	23,564						
<b>Total</b>	<b>24,337</b>	<b>15,463</b>	<b>34,656</b>	<b>20,994</b>	<b>23,255</b>	<b>31,654</b>						

### 2016 Monthly Fuel Flowage Report

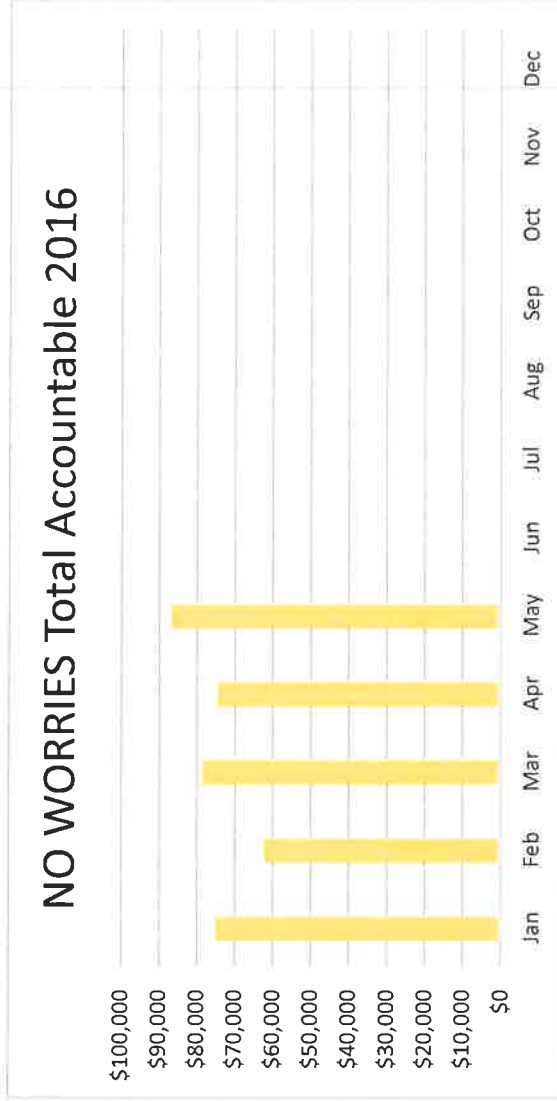


	January	February	March	April	May	June	July	August	September	October	November	December
2012 AVGAS	8,120	0	7,470	8,318	4,039	4,133	8,098	13,915	4,000	0	12,160	4,018
2012 Jet A	31,663	47,593	58,240	63,148	55,755	37,666	69,030	46,544	39,293	55,240	47,777	32,328
2013 AVGAS	0	8,004	0	8,330	3,942	0	8,317	8,284	12,034	0	8,081	8,522
2013 Jet A	48,574	31,912	62,701	23,571	35,093	38,154	39,334	61,966	30,592	54,542	30,769	47,582
2014 AVGAS	8,616	0	0	8,235	8,334	0	0	8,050	0	0	8,183	8,511
2014 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
2015 AVGAS	0	0	7,994	5,134	7,883	7,987	8,501	11,901	0	11,733	0	0
2015 Jet A	23,828	15,829	24,165	31,849	30,800	30,570	31,554	31,314	30,997	23,485	30,241	31,430

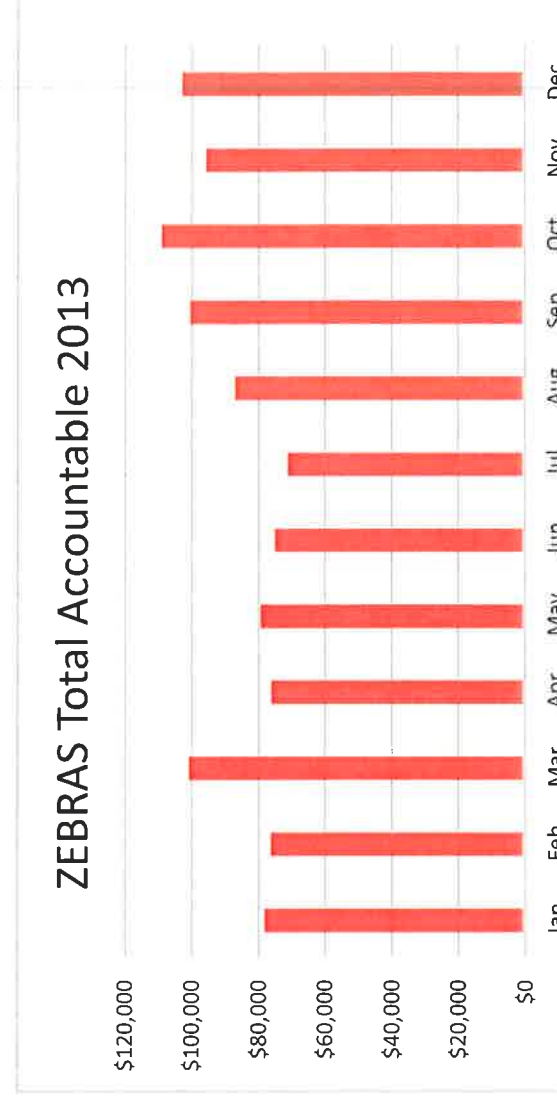
	2012	2013	2014	2015	2016
AVGAS	74,271	65,514	58,207	61,133	35,393
JET A	582,277	504,790	406,968	336,062	114,966
<b>Total</b>	<b>656,548</b>	<b>570,304</b>	<b>465,175</b>	<b>397,195</b>	<b>150,359</b>

# NO WORRIES Total Sales 2016 compared to ZEBRAS Total Sales 2013

2016	NO WORRIES Total Sales
Jan	\$74,819
Feb	\$62,080
Mar	\$78,345
Apr	\$74,355
May	\$86,639
Jun	
Jul	
Aug	
Sep	
Oct	
Nov	
Dec	
	<b>\$376,238</b>



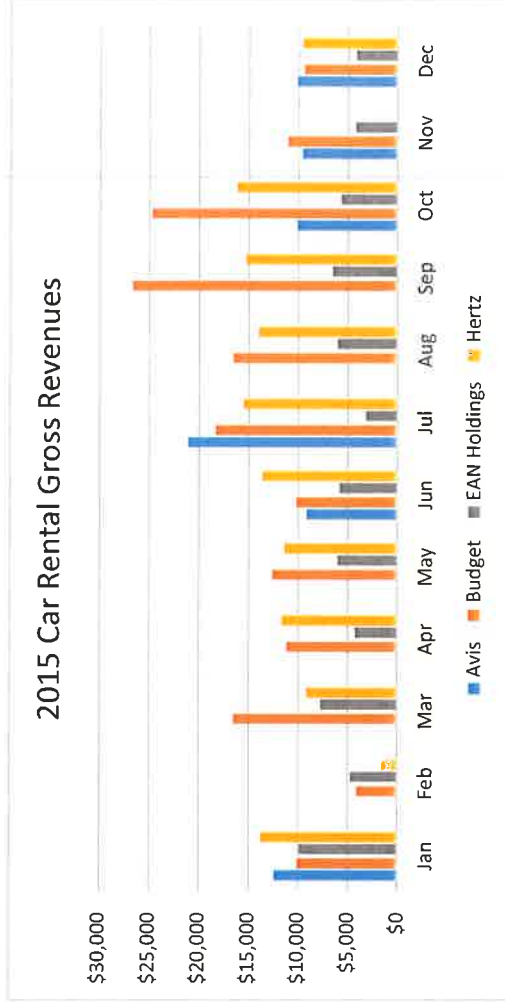
2013	ZEBRAS Total Sales
Jan	\$78,032
Feb	\$76,122
Mar	\$100,762
Apr	\$76,036
May	\$79,155
Jun	\$74,843
Jul	\$70,972
Aug	\$86,944
Sep	\$100,379
Oct	\$108,853
Nov	\$95,693
Dec	\$102,835
	<b>\$1,050,626</b>





## CAR RENTAL GROSS REVENUES

2015	Avis	Budget	EAN Holdings	Hertz
Jan	\$12,443	\$10,060	\$9,891	\$13,766
Feb		\$4,060	\$4,723	\$1,574
Mar		\$16,482	\$7,789	\$9,149
Apr		\$11,121	\$4,278	\$11,633
May		\$12,560	\$6,036	\$11,337
Jun	\$9,159	\$10,145	\$5,869	\$13,579
Jul	\$21,097	\$18,297	\$3,197	\$15,458
Aug		\$16,475	\$6,058	\$13,936
Sep		\$26,650	\$6,586	\$15,247
Oct	\$10,127	\$24,703	\$5,692	\$16,147
Nov	\$9,561	\$11,013	\$4,275	
Dec	\$10,115	\$9,356	\$4,214	\$9,526
	<b>\$72,502</b>	<b>\$170,922</b>	<b>\$68,608</b>	<b>\$131,352</b>



2016	Avis	Budget	EAN Holdings	Hertz
Jan	\$12,333	\$10,870	\$4,631	\$9,028
Feb	\$5,251	\$13,465	\$4,550	\$11,259
Mar	\$11,261		\$3,518	\$16,020
Apr	\$4,850		\$3,442	\$14,551
May	\$9,216		\$2,437	\$8,638
Jun				
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				
	<b>\$42,911</b>	<b>\$24,335</b>	<b>\$18,578</b>	<b>\$59,496</b>

