# M I N U T E S AIRPORT ADVISORY COMMISSION

# July 9, 2013 Regular Meeting

The Airport Advisory Commission of the City of Farmington met on Wednesday, July 9, 2013, at 4:00 PM, in the Executive Conference Room in the Municipal Building, 800 Municipal Drive, Farmington, New Mexico.

Members Present: C

Chairman Terry Simcoe

Chairman Pro-Tem Tony Bennett

Steve White John Arrington Richard Neely Wayne Mangum

Members Absent:

None

**Staff Present:** 

Robert Campbell, Assistant City Manager

Jennifer Breakell, Assistant City Attorney

Janelle North, Secretary

**Others Present:** 

None

#### APPROVAL OF JULY 9, 2013 AGENDA

Comm. Bennett, seconded by Comm. White, moved to approve the July 9, 2013 Airport Advisory Commission Agenda. Motion passed by unanimous voice vote.

# CALL TO ORDER

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

# APPROVAL OF MINUTES FROM THE JUNE 19, 2013 REGULAR MEETING OF THE AAC

Comm. White noted several grammatical errors in the minutes that need correcting.

Comm. Arrington, seconded by Comm. Neely, moved to approve the minutes, as amended, of the July 9, 2013, regular meeting of the AAC. Motion was passed by unanimous voice vote.

#### AIRPORT MANAGER'S REPORT

- A. <u>Airport Terminal Improvements:</u> As a continuation of improvements being made to the Airport Terminal building, last week the old counters that were originally installed in 1981 were removed and new counters were install in the Great Lakes Ticketing area, with the second Phase to include removal and replacement of car rental counters. Previously, the entire Terminal received a fresh coat of paint. Additionally, a new coffee vending machine was installed in the Terminal Library area.
- B. Update on the Fuel Storage Facility Lease Agreement between City and Atlantic Aviation: At the June 19, 2013 AAC meeting the Commission tabled the Fuel Storage Facility Lease between the City and Atlantic Aviation so that the City's Legal department could review the pre-contamination hold harmless wording that Atlantic added to the agreement. Due to the short time frame between meetings, Legal does not have a formal opinion or suggested compromise for Atlantic's request prepared for the July AAC meeting. Staff will seek to have the Agreement on the August 13, 2013 AAC Agenda.

#### **Staff Recommendation:**

Discussion only, no recommendation

#### **Discussion:**

Mr. Bob Campbell went over the two items in the Airport Manager's report.

There was no further discussion of the Airport Manager's report

#### **OPERATIONS REPORT**

Mr. Campbell went over the information in operations report. He did note that Great Lakes on time percentage had increased from June 2012 to June 2013 by 14.26%. Operations and fuel sales were also showing an increase.

There was no further discussion of the operations report.

#### **BUSINESS FROM THE CHAIRMAN:**

None

# **BUSINESS FROM THE MEMBERS:**

Comm. Arrington said he understood that Councilor Sandel was concerned about the operation reports number, and wondered if he had suggested anything to improve the numbers?

Mr. Campbell, said that staff is communicating with airlines to try and increase service at the Airport, however most want significant subsidies. Staff has not received any specific instruction from Councilor Sandel as to how to increase service. Staff has also met with the Four Corners Economic Development group to discuss ground based aviation related business they could draw to the Airport, which included an aircraft mechanics program.

Comm. White said that he had initiated some conversation with San Juan College about an aviation mechanics school and would like to be included in any discussion the City and Staff have with the College about it.

Comm. Bennett noted that when the Mesa Pilot Development school closed they lost a significant amount of money and may be a somewhat hesitant to get involved again.

Mr. Donal Key, mentioned that light sport was becoming very popular amount the general aviation group and perhaps the City should contact some of the light sport companies

On a different topic, Comm. Arrington asked where Staff was at with the Master Plan.

Mr. Todd Gressick (he arrived late to the meeting), noted that he had been in contact with the consultant and the hope is to have a draft of the entire plan to the ACC in about 2 months.

# **BUSINESS FROM THE STAFF:**

None

## **BUSINESS FROM THE FLOOR:**

None.

# **ADJOURNMENT:**

There being no further business to come before the Commission, the July 9, 2013, Regular Meeting adjourned at 4: 24 pm.

Janelle North, Secretary

Terry 87mcoe, Chairman