



FOUR CORNERS REGIONAL AIRPORT

800 Municipal Drive • Farmington, NM 87401-2663

505-599-1394 • FAX 505-599-1397 • www.fmtn.org

AGENDA

City of Farmington Airport Advisory Commission

May 14, 2019



AIRPORT DIVISION; GENERAL SERVICES DEPARTMENT

A G E N D A

Airport Advisory Commission
Executive Conference Room – 800 Municipal Drive
May 14, 2019 at 4:00 p.m.

ITEM		PAGE
1.	Call Meeting to Order	
2.	Approval of Agenda for May 14, 2019	1
3.	Approval of Minutes from the March 12, 2019 Airport Advisory Commission Meeting	2
4.	Record of Minutes from the April 9, 2019 Airport Advisory Commission Meeting (no approval needed, no quorum)	4
4.	Operations Report	5
5.	Approval on the 2019 Open Meeting Resolution Regarding Day, Time, and Location	11
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
March 12, 2019

The Airport Advisory Commission of the City of Farmington met on Tuesday, March 12, 2019, at 4:00 p.m., in the City of Farmington Executive Conference Room, 800 Municipal Drive, Farmington, New Mexico.

Members Present: Richard Neely, Chairman
Johnny Arrington, Pro Tem
Mark Gordon
Richard Roderick

Members Absent: Theresa Pacheco

Staff Present: Mike Lewis, Airport Manager
Jody Carman, Administrative Aide

Others Present: Felicia Bekis, Atlantic Aviation
Marieanna Yazzie, Atlantic Aviation

Call to Order

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

Approval of the March 12, 2019 Agenda

Chairman Richard Neely asked for a motion to approve the agenda for March 12, 2019. He asked if anyone had changes or wanted a discussion A motion was made by Richard Roderick and seconded by Johnny Arrington to approve the agenda for March 12, 2019 and passed unanimously by a vote of 4-0.

Approval of the Minutes from the February 12, 2019, Regular Meeting of the AAC

Chairman Richard Neely asked for a motion to approve the minutes from February 12, 2019. He asked if anyone had any changes or wanted a discussion. A motion was made by Johnny Arrington and seconded by Richard Roderick to approve the minutes of the February 12, 2019 regular meeting of the Airport Advisory Commission and passed unanimously by a vote of 4-0.

Operations Report

Mike presented the statistics included in the agenda. Additional information included operation numbers were very good regardless of bad weather. Atlantic Aviation fuel fees are currently more competitive than in the past. Avis Budget Car Rentals have chosen to renew their concessions contract. Mike Lewis asked if there were any more questions and there were none.

Additional Operations Information

Mike Lewis presented the following items not included in the posted agenda:

1. Archipele Technologies Inc. has decided not to lease Hangar 9.
2. Depot Avionics has chosen to stay with the local Fixed Base Operation (FBO) in Alamosa, as they just signed a new lease with the City of Alamosa.
3. Skydive Moab may begin to operate out of Farmington on the weekends weather permitting. Mike will assist in facilitating the process.
4. Runway ARC upgrade, B2 to C2, project is on track and should go out to bid in May, 2019.
5. The Gary Mize hangar project is on hold, pending improvement in the weather.

6. Atlantic Aviation has made the decision to exercise the 10 year extension on their lease. The deadline for that decision is the end of June, 2019. Atlantic Aviation's response to renew was immediate. Johnny Arrington inquired about whether or not Atlantic might remodel the building interior. Felicia responded the Atlantic home office was looking into that possibility. Mark Gordon inquired if Atlantic Aviation might entertain the business of aircraft rentals. Mike thought there may be a possible rental opportunity and he would follow up. Additionally, Mike spoke about the services Atlantic Aviation does provide, i.e. flight instruction. It was noted Russell Gervase is facilitating an open ground school and is taking his aviation instruction service to the next level.

Richard Roderick inquired about whether self service fuel station could be offered by Atlantic Aviation or the city of Farmington. Mike responded Atlantic Aviation was under no contractual obligation. However, the city does have the capability to offer that service and we could move forward on that project as minimum standards.

7. At the April 9, 2109 Airport Advisory Commission (AAC) meeting, the Open Meeting Resolution regarding day, time, and place, will be on the Agenda for a vote. Mike asked the AAC to consider a different day of the month if desired.
8. Mike Lewis updated AAC about the upcoming Fly-In, Dine-In Drive-In rotary fundraiser would hopefully include static display airplanes, vendor booths, various vehicle displays and Flying Fortress WWII B17 Bomber "Sentimental Journey". The previous date scheduled for the Fly-In was September 14, 2019, however was changed to September 28 to include the presence of the B17. Mike talked briefly about the plans rotary Fly-In Chairman Gary Risley has proposed. Activities include thumb drives with data for the pilots to fly around various local archeological sites, engagement of an archeology instructor to present local history, and offering various day trips to activities such as golf, fishing, camping and hiking. The event will revolve around a Pancake breakfast. Airport staff will engage tenants for such services as fuel discounts, participation in a children's aviation learning center, assistance with marketing and venue statistics. The presence of the B17, from September 23 to September 30, 2019 is a wonderful marketing opportunity for everything from tours to flyovers, etc.
9. As a final item, Mike mentioned one of our past student interns flew to Farmington on his solo flight from Embry Riddle University. Mike added he and airport staff plowed a lot of snow in February.

Mike Lewis asked the commission if there were any more questions. Richard Roderick referenced the Depot Avionics item mentioned earlier. Richard inquired if it might be possible to explore alternate option for Depot Avionics to open a subsidiary (branch) in Farmington. There was discussion among the commission members regarding possibility and feasibility for a small avionics business to exist at Four Corners Regional Airport. It was agreed an avionics branch here at the airport would be advantageous. Even one avionics technician established here could be a great market for the local aviation community. Johnny Arrington mentioned he would bring up the subject with Depot Avionics in Alamosa, as he is familiar with their management. Mike mentioned he would talk to local Bode Aviation regarding the possibility of their employment of an avionics technician.

Business from the Staff:

Chairman Richard Neely asked if there weré any more questions from staff. There were no questions or comments.

Business from the Floor:

Chairman Richard Neely asked if anyone from the floor had something to say. There were no questions or comments.

There being no further business to come before the Commission, the March 12, 2019 meeting was adjourned by Chairman Richard Neely, the motion was made by Richard Roderick and seconded by Johnny Arrington at 4:25 p.m.

Richard Neely – Chairman

Jody Carman – Administrative Aide

M I N U T E S
AIRPORT ADVISORY COMMISSION
April 9, 2019

The Airport Advisory Commission of the City of Farmington met on Tuesday, April 9, 2019, at 4:00 p.m., in the City of Farmington Executive Conference Room, 800 Municipal Drive, Farmington, New Mexico.

Members Present: Mark Gordon
Ricard Roderick

Members Absent: Theresa Pacheco
Richard Neely
Johnny Arrington

Staff Present: Mike Lewis, Airport Manager
Jody Carman, Administrative Aide
Ellen Wayne, Deputy City Attorney

Others Present: Felicia Bekis, Atlantic Aviation
Marieanna Yazzie, Atlantic Aviation
Bruce Henry, Airport Tenant

Call to Order

The Airport Advisory Commission (AAC) meeting was unofficially called to order at 4:00 p.m. by Mike Lewis. There being no quorum present, the following proceedings were documented, however no voting occurred regarding approval of April 9, 2019 agenda, approval of March 12, 2019 minutes or approval of the 2019 Open Meetings Resolution.

Operations Report

Mike reported statistics included in the posted agenda.

Additional Operations Information

Mike Lewis reported:

1. The city is moving forward with the runway construction project and is still on track.
2. The airport maintenance crew is beginning to start various spring projects as needed such as prairie dog control and airfield paint touch up.
3. The Gary Mize hangar is under construction.
4. AIP budget for FY2021 was adjusted to include a \$40,000.00 cost for new ARFF bunker gear.
5. Mike Lewis gave a report, scheduled to be presented at the April 9, 2019 (that evening) City Council Meeting at 6:00 p.m., to the AAC regarding acquisition of air service at Four Corners Regional Airport (FCRA). The PowerPoint presentation conveyed a chronology of the process and timeline taken to secure said air service. The presentation included Capital Improvement Plan costs and funding through 2023. Also noted were the specific improvements needed to upgrade FCRA reference code from B-II to C-II.

Upon conclusion of his report, Mike Lewis asked if anyone had any questions or comments. There were no questions or comments.

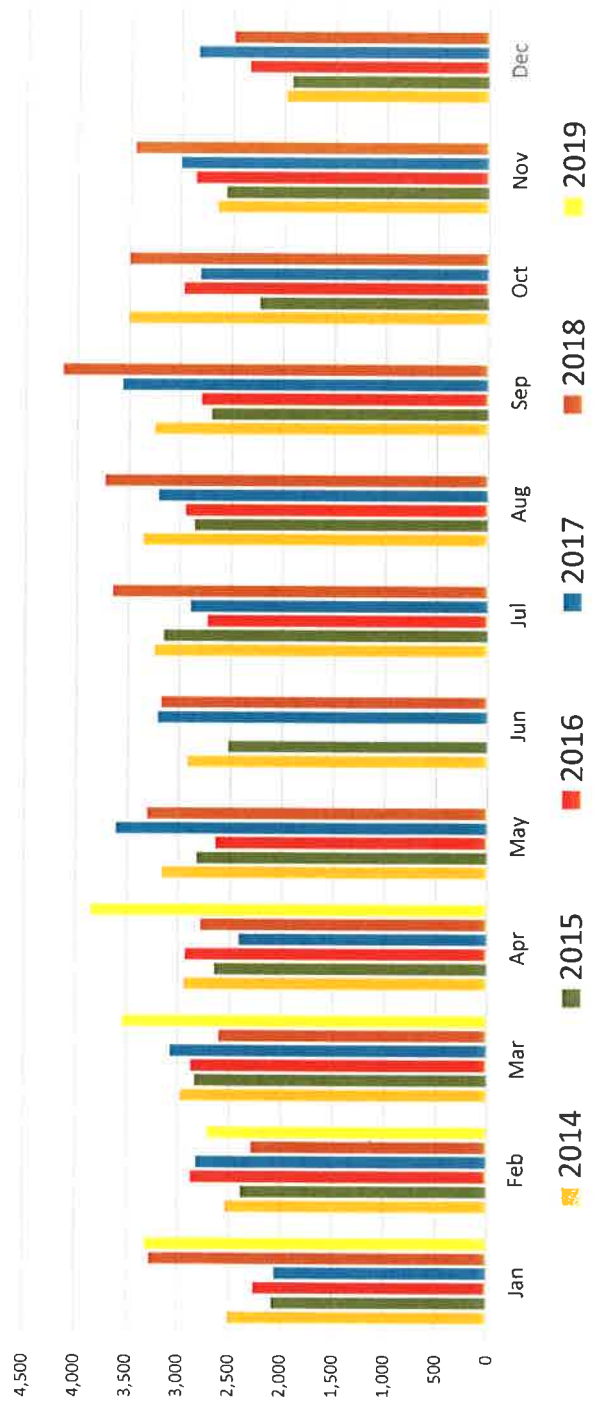
The meeting was unofficially adjourned by Mike Lewis at 4:25 p.m.

OPERATIONS REPORT

MAY 2019

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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	2,826	2,522	3,154	2,855	2,698	2,230	2,559	1,919
2016	2,256	2,868	2,868	2,930	2,632	0	2,721	2,941	2,786	2,960	2,849	2,330
2017	2,062	2,821	3,077	2,414	3,613	3,207	2,895	3,207	3,561	2,810	3,000	2,830
2018	3,273	2,280	2,599	2,779	3,304	3,169	3,646	3,724	4,137	3,495	3,439	2,479
2019	3,319	2,711	3,544	3,852	0	0	0	0	0	0	0	0

Air Traffic Operations

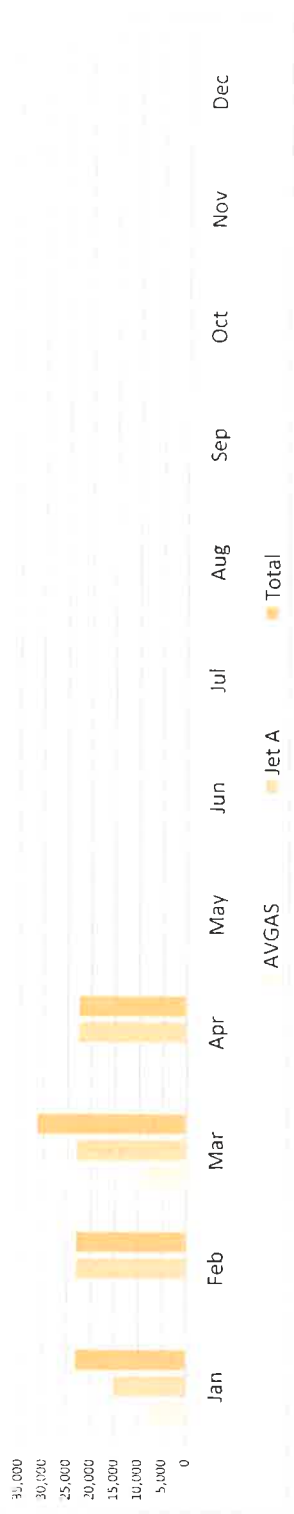


2013	36,454	2014	34,977	2015	30,724	2016	30,141
2017	35,497	2018	38,324	2019	13,426	2020	

Monthly Fuel Flowage Report (Gallons)

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year Total
AVGAS	8,069	0	8,146	0									16,215
Jet A	15,141	23,126	23,147	22,566									83,980
Total	23,210	23,126	31,293	22,566									100,195

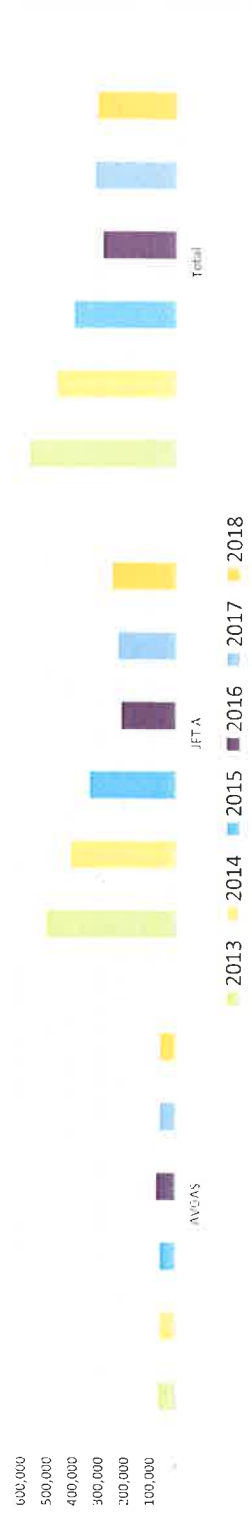
2019 Monthly Fuel Flowage Chart (Gallons)



	January	February	March	April	May	June	July	August	September	October	November	December
2013 AVGAS	0	8,004	0	8,330	3,942	0	8,317	8,284	12,034	0	8,061	8,522
Jet A	46,574	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	8,235	0	8,334	0	0	8,050	0	8,183	8,278	8,511
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
Jet A	23,828	15,829	24,165	31,849	30,800	30,570	31,314	30,997	23,485	30,241	31,430	0
2016 AVGAS	8,531	0	19,483	0	7,820	8,080	3,933	7,898	8,092	0	10,287	8,008
Jet A	15,806	15,463	75,967	0	15,435	23,584	7,717	23,305	14,882	22,391	7,436	21,463
2017 AVGAS	8,008	0	8,001	0	8,238	8,044	8,322	0	4,122	8,053	0	8,102
Jet A	20,457	21,783	22,717	13,439	20,947	29,117	26,813	22,766	22,521	23,148	15,670	15,763
2018 AVGAS	8,179	997	0	8,121	7,945	0	7,771	7,962	7,933	3,007	8,145	0
Jet A	23,382	23,821	15,625	23,408	7,759	22,660	22,373	20,001	20,296	22,679	30,621	15,330

	2013	2014	2015	2016	2017	2018
AVGAS	65,514	58,207	61,133	73,471	60,890	60,060
JET A	504,790	406,968	336,062	212,160	225,141	247,955
Total	570,304	465,175	397,195	285,631	316,031	308,015

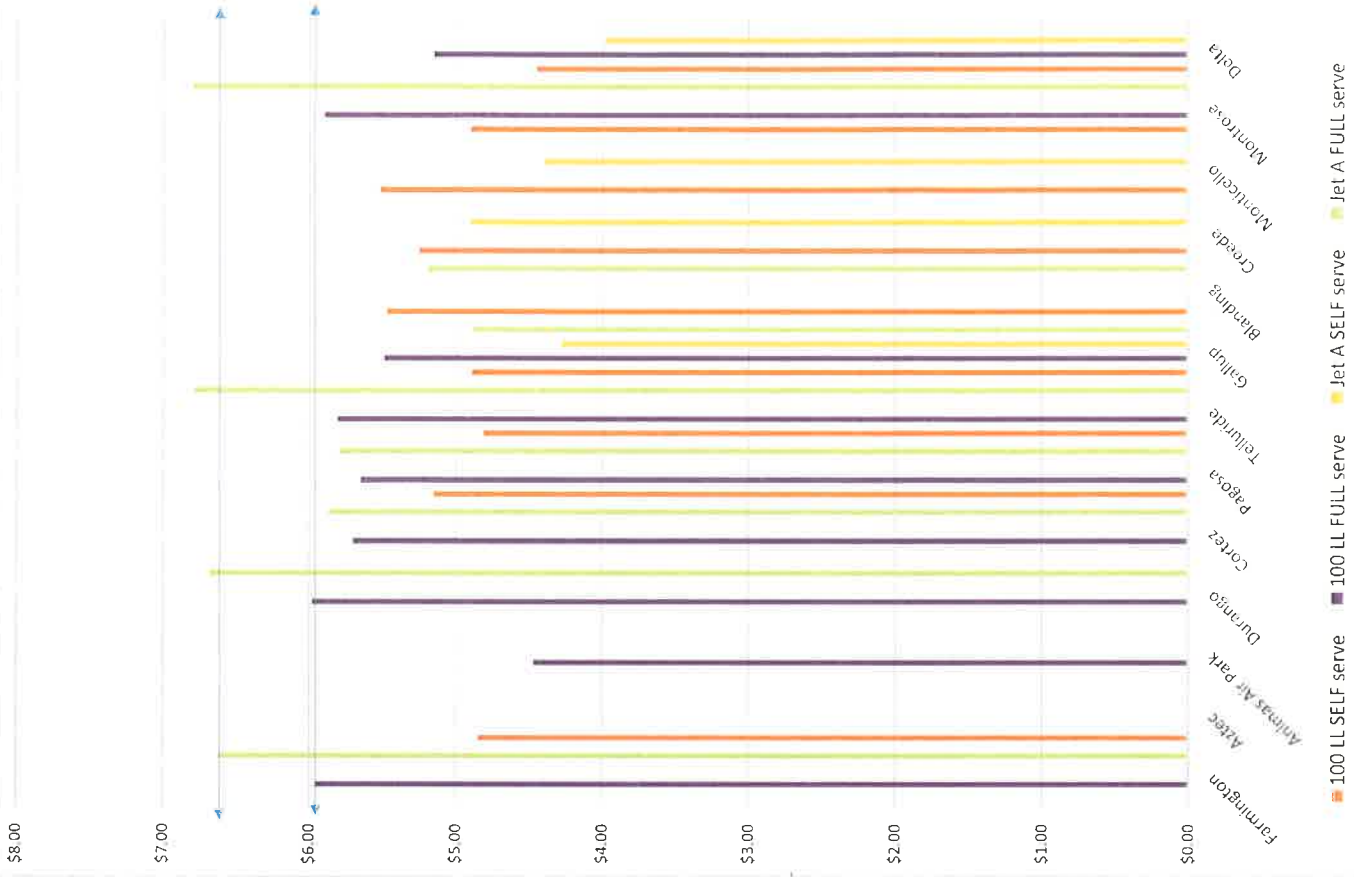
Yearly Fuel Flowage Trend



REGIONAL FUEL PRICING
MAY, 2019 - AirNav.com

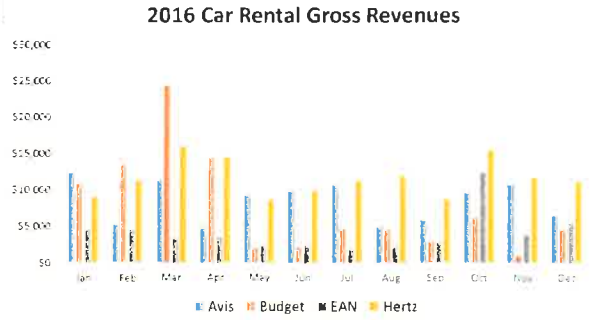
100 LL SELF serve	100 LL FULL serve	Jet A SELF serve	Jet A FULL serve
-------------------	-------------------	------------------	------------------

Farmington Difference	\$5.96	\$6.62	
Regional AVG Difference	\$5.03 \$0.93	\$5.52 \$0.44	\$4.39 \$2.23
Aztec Difference	\$4.85 \$1.11		
Animas Air Park Difference	\$4.47 \$1.49		
Durango Difference	\$5.98 \$0.02	\$6.68 \$0.06	
Cortez Difference	\$5.70 \$0.26	\$5.87 \$0.75	
Pagosa Difference	\$5.15 \$0.81	\$5.65 \$0.31	\$5.80 \$0.82
Telluride Difference	\$4.81 \$1.15	\$5.81 \$0.15	\$6.79 \$0.17
Gallup Difference	\$4.89 \$1.07	\$5.49 \$0.47	\$4.88 \$1.74
Blanding Difference	\$5.47 \$0.49		\$5.19 \$1.43
Creede Difference	\$5.25 \$0.71	\$4.90 \$1.72	
Monticello Difference	\$5.52 \$0.44	\$4.40 \$2.22	
Montrose Difference	\$4.90 \$1.06	\$5.90 \$0.06	\$6.80 \$0.18
Delta Difference	\$4.45 \$1.51	\$5.15 \$0.81	\$3.99 \$2.63

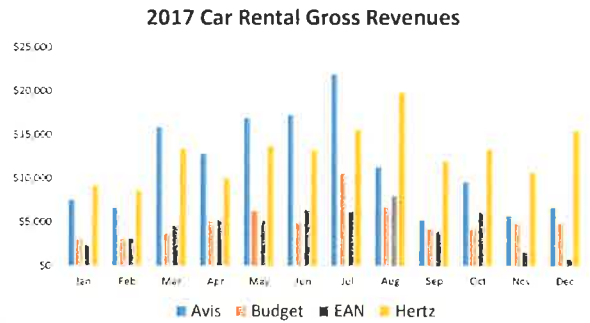


Car Rental Gross Revenues

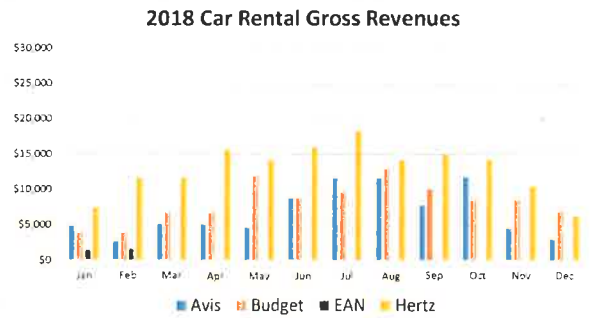
2016	Avis	Budget	EAN	Hertz	Monthly Totals
Jan	\$12,333	\$10,870	\$4,631	\$9,028	\$36,862
Feb	\$5,251	\$13,465	\$4,550	\$11,259	\$34,525
Mar	\$11,261	\$24,369	\$3,518	\$16,020	\$55,168
Apr	\$4,850	\$14,384	\$3,442	\$14,551	\$37,227
May	\$9,216	\$1,986	\$2,437	\$8,638	\$22,277
Jun	\$9,816	\$2,003	\$2,513	\$9,861	\$24,193
Jul	\$10,672	\$4,573	\$1,845	\$11,261	\$28,351
Aug	\$4,954	\$4,573	\$2,257	\$11,981	\$23,765
Sep	\$5,897	\$2,923	\$2,785	\$8,710	\$20,315
Oct	\$9,578	\$6,131	\$12,393	\$15,453	\$43,555
Nov	\$10,730	\$913	\$3,869	\$11,768	\$27,280
Dec	\$6,427	\$4,436	\$5,363	\$11,186	\$27,412
	\$100,985	\$90,626	\$49,603	\$139,716	



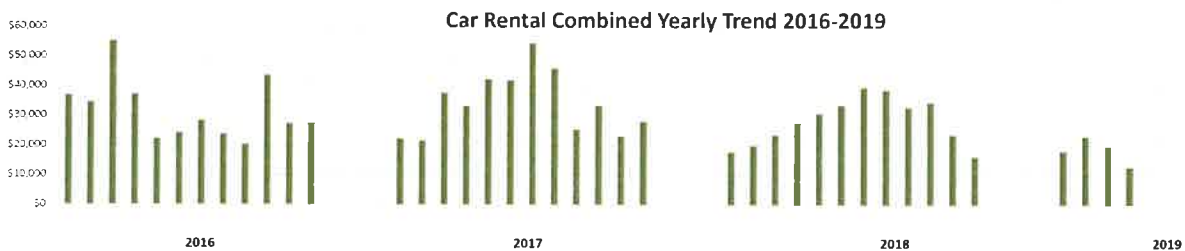
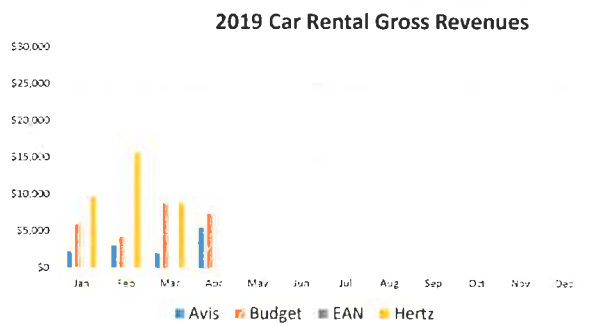
2017	Avis	Budget	EAN	Hertz	Monthly Totals
Jan	\$7,609	\$3,052	\$2,422	\$9,194	\$22,277
Feb	\$6,696	\$3,105	\$3,169	\$8,604	\$21,574
Mar	\$15,889	\$3,742	\$4,682	\$13,394	\$37,707
Apr	\$12,848	\$5,106	\$5,371	\$9,986	\$33,311
May	\$16,912	\$6,301	\$5,258	\$13,745	\$42,216
Jun	\$17,292	\$4,880	\$6,441	\$13,299	\$41,912
Jul	\$21,953	\$10,585	\$6,232	\$15,532	\$54,302
Aug	\$11,314	\$6,726	\$8,082	\$19,827	\$45,949
Sep	\$5,227	\$4,189	\$4,026	\$11,930	\$25,372
Oct	\$9,612	\$4,249	\$6,219	\$13,271	\$33,351
Nov	\$5,725	\$4,876	\$1,731	\$10,671	\$23,003
Dec	\$6,725	\$4,939	\$897	\$15,485	\$28,046
	\$137,802	\$61,750	\$54,530	\$154,938	



2018	Avis	Budget	EAN	Hertz	Monthly Totals
Jan	\$4,872	\$3,955	\$1,592	\$7,385	\$17,804
Feb	\$2,715	\$3,882	\$1,653	\$11,644	\$19,894
Mar	\$5,122	\$6,723	\$0	\$11,716	\$23,561
Apr	\$5,122	\$6,723	\$0	\$15,647	\$27,492
May	\$4,699	\$11,918	\$0	\$14,135	\$30,752
Jun	\$8,803	\$8,800	\$0	\$15,943	\$33,546
Jul	\$11,585	\$9,660	\$0	\$18,297	\$39,542
Aug	\$11,592	\$12,894	\$0	\$14,170	\$38,656
Sep	\$7,802	\$10,092	\$0	\$14,939	\$32,833
Oct	\$11,778	\$8,452	\$0	\$14,263	\$34,493
Nov	\$4,548	\$8,545	\$0	\$10,477	\$23,570
Dec	\$3,027	\$6,882	\$0	\$6,309	\$16,218
	\$81,665	\$98,526	\$3,245	\$154,925	



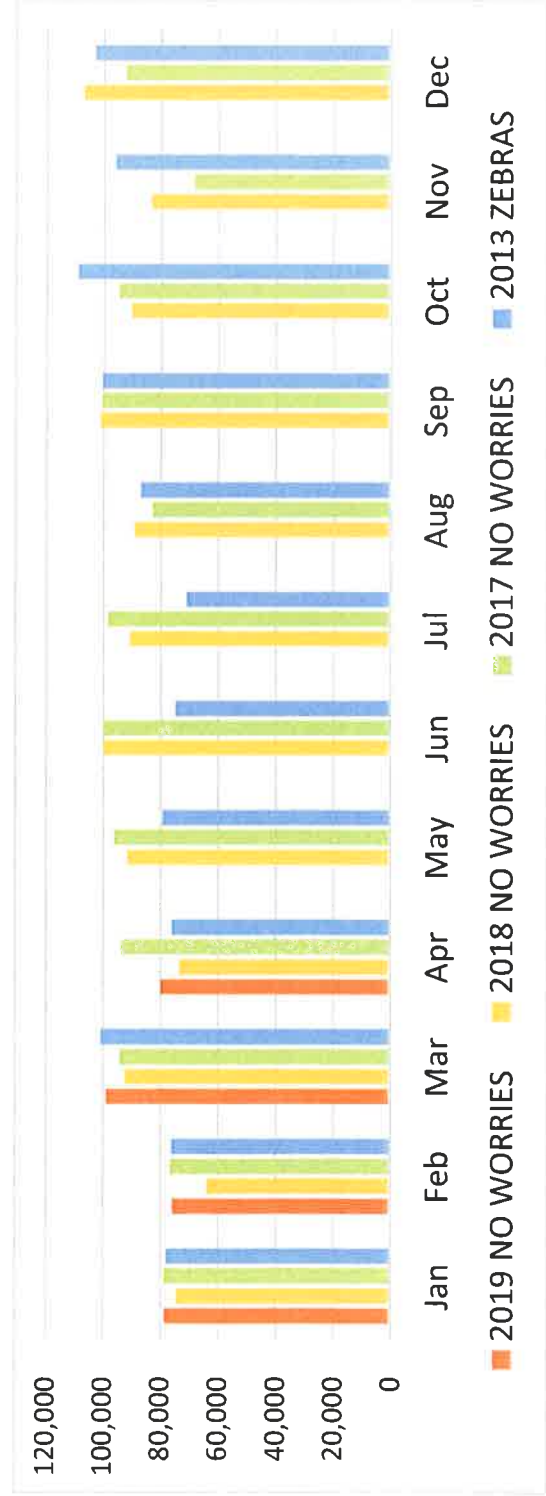
2019	Avis	Budget	EAN	Hertz	Monthly Totals
Jan	\$2,374	\$6,002		\$9,657	\$18,033
Feb	\$3,083	\$4,266		\$15,673	\$23,022
Mar	\$2,117	\$8,757		\$8,879	\$19,753
Apr	\$5,457	\$7,343			\$12,800
May					\$0
Jun					\$0
Jul					\$0
Aug					\$0
Sep					\$0
Oct					\$0
Nov					\$0
Dec					\$0
	\$13,031	\$26,368	\$0	\$34,209	



NO WORRIES Total Gross Sales 2017 - 2019

Compared to ZEBRAS Total Gross Sales 2013

	2019 NO WORRIES	2018 NO WORRIES	2017 NO WORRIES	2013 ZEBRAS
Jan	78,428	74,329	78,768	78,032
Feb	75,606	63,743	76,526	76,122
Mar	98,851	92,214	93,996	100,762
Apr	79,586	73,276	93,815	76,036
May		91,388	96,229	79,155
Jun		99,896	99,917	74,843
Jul		90,514	98,353	70,972
Aug		89,183	82,752	86,944
Sep		100,971	100,501	100,379
Oct		90,005	94,438	108,853
Nov		83,068	68,349	95,693
Dec		106,814	92,167	102,835
	332,471	1,055,401	1,075,811	1,050,626



INTER-OFFICE MEMORANDUM

CITY OF FARMINGTON • CITY ATTORNEY'S OFFICE

800 Municipal Drive · Farmington, NM 87401 · E-mail: mcoyner@fmtn.org · Phone: (505) 599-1120

Date: March 18, 2019

To: Jody Caman, Four Corners Regional Airport

From: Melody Coyner, Paralegal

Re: Open Meetings Resolution – 2019
AIRPORT ADVISORY COMMISSION

Attached is the 2018 Open Meetings Resolution for the Airport Advisory Commission (AAC). Please schedule this resolution for consideration on the agenda of the meeting of the *Airport Advisory Commission on April 9, 2019, at 4:00 p.m.* This is necessary to satisfy the requirements that the City Council has set in regard to proper notice for meetings of public bodies of the City of Farmington in conformance with the Open Meetings Act. **It is necessary that you schedule the Resolution for the agenda of this meeting in particular and that a quorum be present to vote on this Resolution.**

Please proof read the Resolution and ensure that the correct day, time, place and the office location where agendas can be picked up is shown. If this information is not correct, **please notify me immediately** and I'll prepare a revised Resolution and get it to you prior to the above scheduled meeting. Should the AAC during the above scheduled meeting vote to **CHANGE** the meeting day/time/place, etc., from that information shown on the attached Resolution, **please contact me immediately following your meeting**, and I will provide you with a replacement Resolution for signature by your commission's chairperson.

The Open Meetings Act requires that the day, time and place of regular meetings be established, and that the commissions, committees and boards of the City not vary from that regular meeting schedule whenever possible. Once adopted any deviation from the adopted schedule will require you to publish a "special notice" to comply with the Open Meetings Act. ***If for any reason the Airport Advisory Commission elects to change the day, time or place given in the resolution, please notify this office as soon as possible*** so that we may alter the notice of regular meetings which is permanently posted and give other appropriate notice to the public.

Thank you for your time and patience in helping us to comply with the provisions of the Open Meetings Act. **Please return the original Resolution to Legal after it has been signed and keep a copy for your file.**

Attachment

RESOLUTION

A RESOLUTION SETTING AND ESTABLISHING A REGULAR MEETING DAY, TIME AND PLACE FOR THE AIRPORT ADVISORY COMMISSION PURSUANT TO CITY COUNCIL RESOLUTION NO. 2013-1466 AS RATIFIED

WHEREAS, pursuant to the provisions of Resolution No. 2013-1466 as ratified, each board, commission, committee or other policy making body of the City of Farmington which holds regular meetings shall annually, subject to the ratification and approval of the City Council of the City of Farmington, establish a regular meeting day, time and place; and

WHEREAS, the Airport Advisory Commission of the City of Farmington has determined and does recommend to the City Council that the regular meeting day, time and place of the Airport Advisory Commission of the City of Farmington and the location where a copy of the agenda of such meetings may be obtained shall be as set forth in this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE AIRPORT ADVISORY COMMISSION OF THE CITY OF FARMINGTON:

That the regular meeting day, time and place of the Airport Advisory Commission of the City of Farmington shall be held on the second Tuesday of each month at 4:00 p.m. in the Executive Conference Room, Municipal Building, 800 Municipal Drive, Farmington, New Mexico and that the location where a copy of the agenda of the regular meeting may be inspected seventy-two (72) hours in advance of the meeting shall be at the Airport Manager's Office, Four Corners Regional Airport, 1296 West Navajo, Farmington, New Mexico.

PASSED, SIGNED, APPROVED and ADOPTED this _____ day of April 2019.

By: _____
Chairperson, Airport Advisory Commission