



FOUR CORNERS REGIONAL AIRPORT

800 Municipal Drive • Farmington, NM 87401-2663

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AGENDA

City of Farmington Airport Advisory Commission

July 13, 2021



AIRPORT DIVISION; GENERAL SERVICES DEPARTMENT

A G E N D A

Airport Advisory Commission
Executive Conference Room – 800 Municipal Drive
July 13, 2021 at 4:00 p.m.

ITEM		PAGE
1.	Call Meeting to Order	
2.	Approval of Agenda for July 13, 2021	
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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 DIABILITIES: 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 8, 2021

The Airport Advisory Commission of the City of Farmington met on Tuesday, June 8, 2021 at 4:00 p.m., in the Executive Conference Room at 800 Municipal Drive, Farmington, NM

Members Present:

Mark Gordon
Wayne Mangum, Pro Tem
Richard Roderick, Chairman
Jonathan Rudolf

Members Absent:

Theresa Pacheco

Staff Present:

Mike Lewis, Airport Manager
Jody Carman, Airport Administrative Aide
Julie Baird, Assistant City Manager

Others Present:

Felicia Bekis, Atlantic Aviation

Call to Order

The Airport Advisory Commission (AAC) regular meeting was called to order at 4:02 p.m. by Chairman Richard Roderick, there being a quorum present, the following proceedings were duly had and taken.

Approval of the June 8, 2021 Agenda

Chairman Richard Roderick asked for a motion to approve the agenda for June 8, 2021. A motion was made by Commissioner Wayne Mangum, and seconded by Commissioner Mark Gordon to approve the agenda for June 8, 2021, and passed by a vote of 4-0.

Approval of the Minutes from the May 11 2021 Regular Meeting of the AAC

Chairman Richard Roderick asked for a motion to approve the minutes from May 11, 2021. A motion was made by Commissioner Mark Gordon, and seconded by Commissioner Wayne Mangum to approve the minutes of the May 11, 2021 regular meeting of the AAC, and passed by a vote of 4-0.

Operations Report

Mike Lewis presented the statistics as they appear in the agenda. During this presentation, Airport Manager Mike Lewis noted we would re-establish charging the monthly minimum guarantee for No Worries on July 1, 2021. As the governor has opened restrictions on New Mexico dining, a letter will be sent to No Worries to that affect.

Additional Operations Information

Mike Lewis reported on additional operational items not listed in the agenda.

1. The June visit from Arizona Commemorative Air Force Museum (AZ CAF), C-47 visit has been cancelled. As this time, nothing has been scheduled for the future.
2. Mike Lewis reported the airline industry is still struggling. Mike added he will continue to forward reports from our consultants, to the commission, as he gets the information. We will actively engage an airline when airline industry recovers closely to what it was in 2019. Our airline consultants speak with SkyWest on a fairly regular basis and are keeping those lines of communication open.

3. Bidding is open for the mill and overlay of runway 5/23 until June 15th, 2021. Airport Manager Mike Lewis reported there was one company at the bid meeting, and another company possibly entered a bid online. The current target to start construction is beginning to middle August. Most likely work will continue at night for this project.
4. We are asking for estimates to paint the tower with the \$34,162 grant, under the extension of the CARES Act Grant Program. It is possible an RFP will not be necessary to execute the tower project.
5. Mike Lewis announced an alternate commission member has been chosen by the Mayor. His name is Zachary Kermitz and is air ambulance staff. He yet has to be formally voted in by Farmington City Council.

Mike Lewis asked if there were any questions. Mark Gordon inquired about security status at the airport when construction work was going on, especially at night. Mike Lewis responded that staff, possibly ARFF, would be available on sight throughout the night, as it has happened before. It can be a considerable process when the tower is closed.

Chairman Richard Roderick inquired on how the terminal rehabilitation project was going. Mike Lewis responded Winters Construction won the bid and was waiting on a special glass order from a local company.

Discussion Regarding Airport Advisory Commission Responsibilities

Chairman Richard Roderick introduced the discussion regarding possible changes to commission responsibilities as stated in the City of Farmington Municipal Codes and Ordinances. Chairman Richard Roderick noted the duties as listed in the City of Farmington Municode are not very broad. He explained he thought the document could possibly be crafted to be more specific regarding the flow of information and responsibilities between Airport Manager and Commission. As the ordinances were chartered in 1969, there may be a need for an update. Chairman Richard Roderick encouraged a rewrite in order to define a clear definition of duties.

Commissioner Mark Gordon asked if the commission might ever recommend fees or rentals. There was a general discussion regarding how hangar rates may be changed as an example of the process. The conversation turned to how information might be communicated between the Airport Manager and the commissioner members, then in conjunction, make recommendations to the Mayor. It was suggested by the chairman, the ordinances should have reference to some sort of consistent interface. The chairman also suggested the AAC should be the default authority. Chairman Richard Roderick asked the members if anyone would like to take a shot at a rewrite of the responsibilities with a consistent process in mind. There was no response.

Commissioner Wayne Mangum asked Airport Manager if a complete rewrite was even necessary. Mike Lewis responded the responsibilities could very well be reviewed. However, the rates and fees have already been approved.

Assistant City Manager Julie Baird noted how municode ordinances had been questioned by other City of Farmington committees. We might submit the ordinances as they stand to Deputy City Attorney Ellen Wayne. She can take a good look at the current responsibilities as they do appear in the City of Farmington municode. Perhaps the Deputy City Attorney can update it and the Airport Advisory Commission can vote on presenting changes to City Council. Julie Baird added the ordinances were originally created in a generic fashion to serve as a guideline for the execution of airport (and other divisions of the city) policy and procedures. She noted the list of duties might be reevaluated to find a common framework that would fit the balance of airport manager and commission members. Julie Baird agreed the Airport Advisory Commission members know the airport and the business process well, and their recommendations have a lot of weight

There was a short discussion, once again as an example, regarding hangar rates and as to how rates would be set. It was suggested the commission might take a look at the current fees and compare those numbers to other comparable airports, to determine if any adjustments are needed.

The next question asked was if the airport ordinances really needed to be changed. Assistant City Manager Julie Baird thinks not, however other commissions annually review rates, fees and operational policies of corresponding facilities. A calendar of items for review, such as rates, fees, CIP items and minimum standards could be entertained and presented to AAC for review. Assistant City Manager Julie Baird offered an informative list of examples where city division commissions annually make adjustments to facility operations.

It was noted by Commissioner Mark Gordon, the list of commission responsibilities does not mention anything regarding manager and commission relationship given duties. There was a short discussion regarding mayoral structure and the relationship being implied. The itemized commission responsibilities listed in the municode does not provide a description of commission responsibilities. Chairman Richard Roderick expressed his idea the relationship between commission and airport manager could be better defined. Julie Baird brought up that rules and regulations are better spelled out the FAA, rather than city ordinances.

Administrative Aid Jody Carman was asked to send the airport municode link to all commission members so the actual copy can be read, in hopes commission roles will be better understood. Assistant City Manager Julie Baird recommended airport staff create a calendar list of actions the AAC members might discuss monthly, in order to better support the airport manager functions regarding rules and regulations of the airport.

Assistant City Manager Julie Baird reiterated the commission may always take their ideas or thoughts to the mayor. If an issue comes up, the mayor might ask about the opinion of the commission. As the airport manager takes issues to the commission, the mayor would wish to know good decisions are being made.

Commission members agreed to think a little more about what they expect from airport staff. Airport Manager Mike Lewis agrees a calendar of items to be reviewed by the commission is a good way to start. AAC can look at CIP alternatives, the budget and other operational avenues at the airport. Assistant City Manager Julie Baird added the commission is an integral part of our system to interface and coordinate with. Deputy City Attorney Ellen Wayne will have the opportunity to take a look at the commission responsibilities as they appear in the municode. It was suggested by Julie Baird perhaps it does indeed need updating and staff might be able to do a better job at communication.

Business from the Chairman:

Chairman Richard Roderick said he had no business, questions, or comments at this time as his issue was addressed.

Business from the Members:

Chairman Richard Roderick asked if there were any questions from commission members. There were no more questions or comments.

Business from the Staff:

Chairman Richard Roderick asked if there were any questions from staff. There were no questions or comments.

Business from the Floor:

Chairman Richard Roderick asked if anyone from the floor, specifically Felicia Bekis, had something to say. There were no questions or comments.

There being no further business to come before the Commission, the June 8, 2021 meeting was adjourned by Chairman Richard Roderick, the motion was made by Commissioner Jon Rudolf and seconded by Commissioner Mark Gordon at 4:45 p.m.

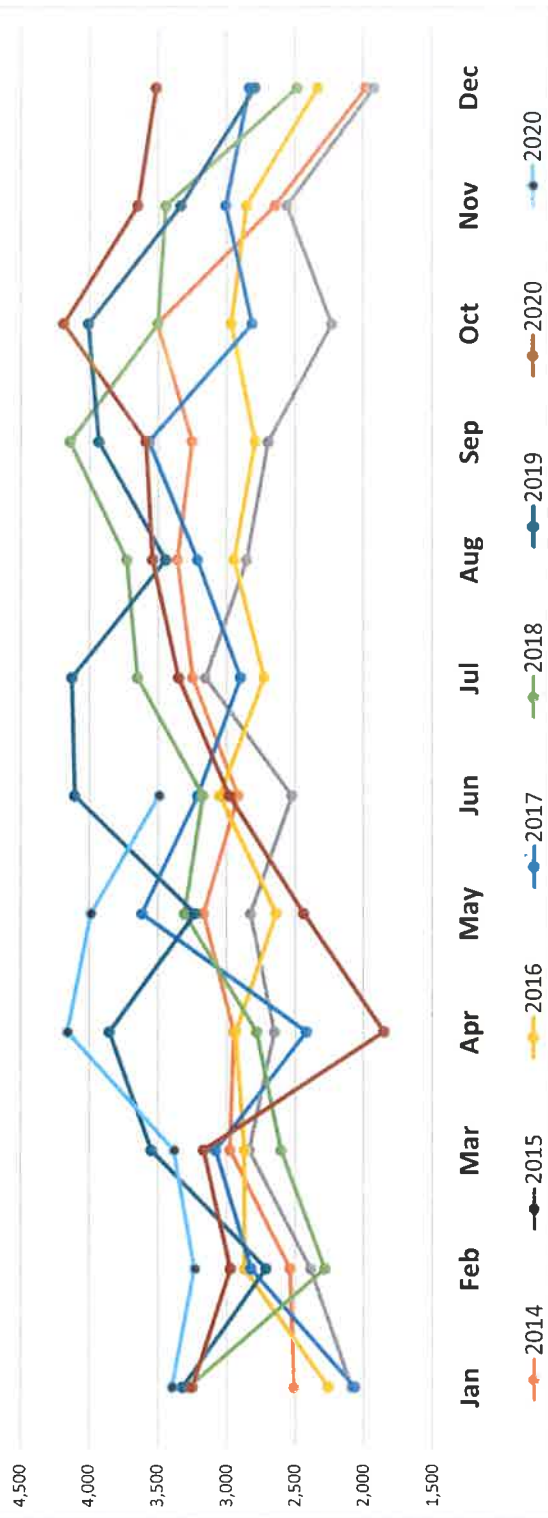
OPERATIONS REPORT

JULY 2021

Air Traffic Operations 2014-2021

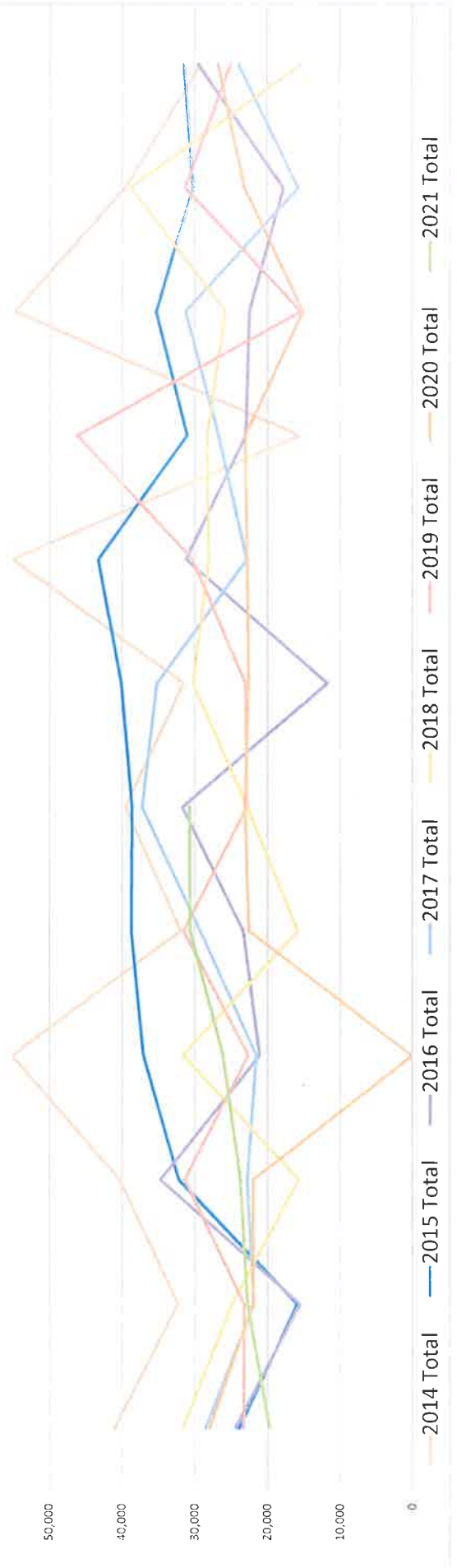
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2014	2,505	2,531	2,974	2,942	3,164	2,911	3,241	3,354	3,244	3,500	2,638	1,973	34,977
2015	2,086	2,387	2,837	2,651	2,826	2,522	3,154	2,855	2,698	2,230	2,559	1,919	30,724
2016	2,256	2,868	2,868	2,930	2,632	3,046	2,721	2,941	2,786	2,960	2,849	2,330	33,187
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	35,497
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	38,324
2019	3,319	2,711	3,544	3,852	3,228	4,103	4,124	3,440	3,928	4,005	3,329	2,789	42,372
2020	3,247	2,970	3,166	1,847	2,434	2,978	3,345	3,533	3,581	4,181	3,641	3,509	38,432
2021	3,393	3,231	3,381	4,155	3,984	3,488							21,632

Air Traffic Operations Trend



Monthly Fuel Flowage Report (Gallons)

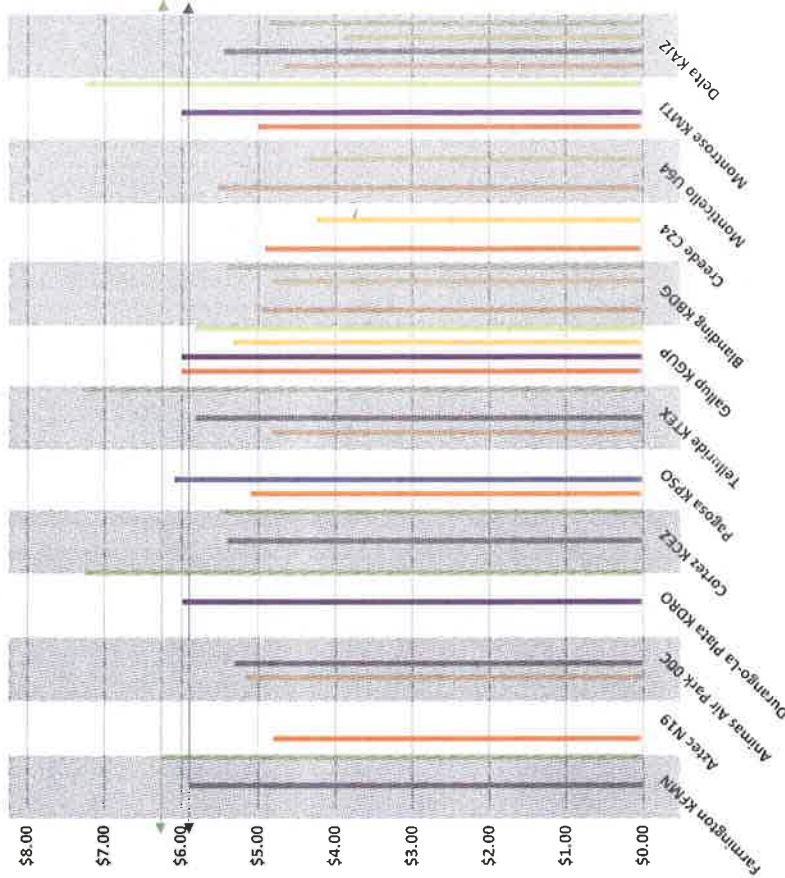
	January	February	March	April	May	June	July	August	September	October	November	December	Total Yearly Fuel
2014 AVGas	8,616	0	0	8,235	8,334	0	0	8,050	0	8,183	8,278	8,511	58,207
2014 Jet A	32,360	32,272	40,234	46,879	23,529	39,471	31,479	46,946	15,407	46,535	31,279	20,577	406,968
2014 Total	40,976	32,272	40,234	55,114	31,863	39,471	31,479	54,996	15,407	54,718	39,557	29,088	465,175
2015 AVGas	0	0	7,994	5,134	7,883	7,987	8,501	11,901	0	11,733	0	0	61,133
2015 Jet A	23,828	15,829	24,165	31,849	30,800	30,570	31,564	31,314	30,997	23,485	30,241	31,430	336,062
2015 Total	23,828	15,829	32,159	36,983	38,683	38,557	40,055	43,215	30,997	35,218	30,241	31,430	397,195
2016 AVGas	8,531	0	10,952	0	7,820	8,090	3,933	7,838	8,032	0	10,267	8,008	73,471
2016 Jet A	15,806	15,463	23,704	20,994	15,435	23,564	7,717	23,305	14,882	22,391	7,436	21,463	212,160
2016 Total	24,337	15,463	34,656	20,994	23,255	31,654	11,650	31,143	22,914	22,391	17,703	29,471	285,631
2017 AVGas	8,008	0	0	8,001	8,238	8,044	8,322	0	4,122	8,053	0	8,102	60,890
2017 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	255,141
2017 Total	28,465	21,783	22,717	21,440	29,185	37,161	35,135	22,766	26,643	31,201	15,670	23,865	316,031
2018 AVGas	8,179	997	0	8,121	7,945	0	7,771	7,982	7,933	3,007	8,145	0	60,060
2018 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	247,955
2018 Total	31,561	24,818	15,625	31,529	15,704	22,660	30,144	27,983	28,229	25,686	38,766	15,330	308,015
2019 AVGas	8,089	0	8,146	0	8,393	7,857	7,974	7,770	16,026	0	8,065	4,947	77,247
2019 Jet A	15,141	23,126	23,147	22,566	23,067	14,892	14,923	22,453	30,059	15,273	23,160	20,046	247,853
2019 Total	23,210	23,126	31,293	22,566	31,460	22,749	22,897	30,223	46,085	15,273	31,225	24,993	325,100
2020 AVGas	5,261	4,921	3,621	0	0	8,079	0	7,792	7,987	0	7,986	3,951	49,608
2020 Jet A	22,615	16,995	18,247	0	22,473	14,918	22,476	14,881	14,963	14,980	15,101	22,728	200,377
2020 Total	27,876	21,916	21,868	0	22,473	22,997	22,476	22,673	22,960	14,980	23,087	26,679	249,985
2021 AVGas	4,381	0	8,058	3,496	8,108	8,351	0	0	0	0	0	0	32,394
2021 Jet A	15,250	22,676	15,618	22,580	22,458	22,327	0	0	0	0	0	0	120,909
2021 Total	19,631	22,676	23,676	26,076	30,566	30,678	0	0	0	0	0	0	153,303



REGIONAL FUEL PRICING
July, 2021 - AirNav.com



	100 LL SELF serve	100 LL FULL serve	Jet A SELF serve	Jet A FULL serve
Farmington KFMN		\$5.90		\$6.25
Difference				
Regional AVG	\$5.08	\$5.75	\$4.47	\$5.50
Difference	\$0.82	\$0.15	\$1.78	\$0.75
Aztec N19	\$4.79			
Difference	\$1.11			
Animas Air Park 00C	\$5.15	\$5.30		
Difference	\$0.60			
Durango-La Plata KDRO		\$5.98		\$7.25
Difference		\$0.08		\$1.00
Cortez KCEZ		\$5.40		\$5.50
Difference		\$0.50		\$0.75
Pagosa KPSO	\$5.09	\$6.09		
Difference	\$0.81	\$0.19		
Telluride KTEX	\$4.81	\$5.81		\$7.29
Difference	\$1.09	\$0.09		\$1.04
Gallup KGUP	\$5.99	\$5.99	\$5.32	\$5.82
Difference	\$0.09	\$0.09	\$0.93	\$0.43
Blanding KBDG	\$4.95		\$4.80	\$5.40
Difference	\$0.95		\$0.70	\$0.85
Creede C24	\$4.90		\$4.25	
Difference	\$1.00		\$2.00	
Monticello U64	\$5.52		\$4.40	
Difference	\$0.38		\$1.85	
Montrose KMTJ	\$5.00	\$6.00		\$7.26
Difference	\$0.90	\$0.10		\$1.01
Delta KAJZ	\$4.65	\$5.45	\$3.90	\$4.85
Difference	\$1.25	\$0.45	\$2.35	\$1.40

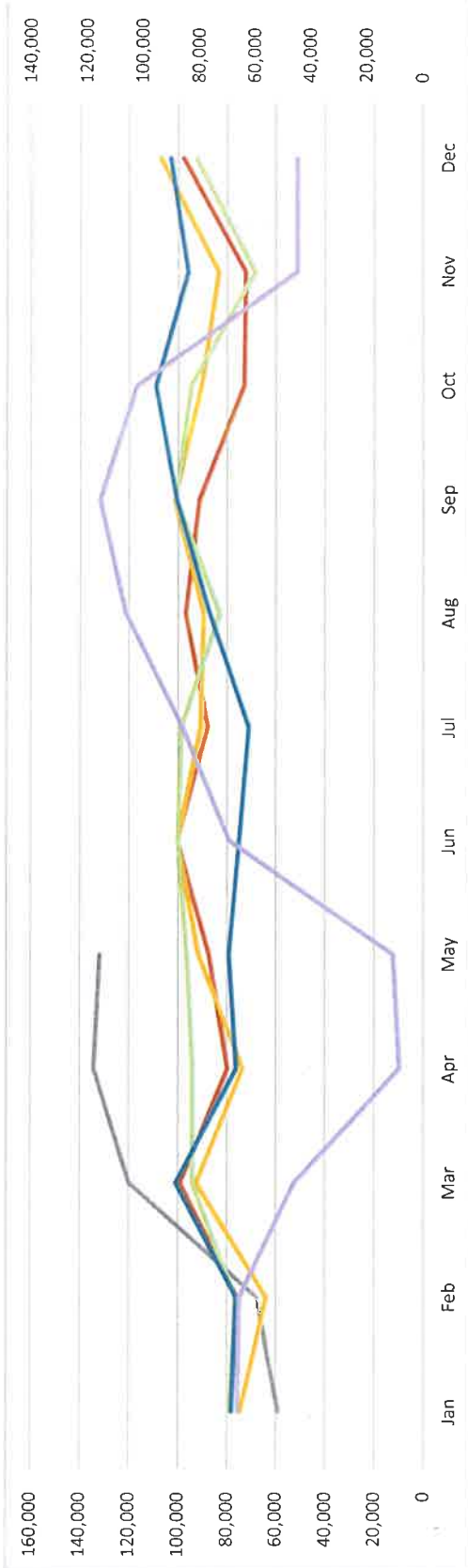


100 LL SELF serve 100 LL FULL serve Jet A SELF serve Jet A FULL serve

NO WORRIES Total Gross Sales 2017 - 2021

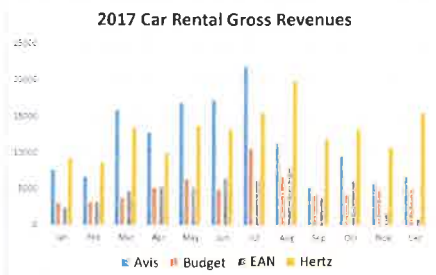
Compared to ZEBRAS Total Gross Sales 2013

	2021 NO WORRIES	2020 NO WORRIES	2019 NO WORRIES	2018 NO WORRIES	2017 NO WORRIES	2013 ZEBRAS
Jan	59,098	66,089	78,428	74,329	78,768	78,032
Feb	67,740	65,416	75,606	63,743	76,526	76,122
Mar	119,808	45,774	98,851	92,214	93,996	100,762
Apr	134,285	8,227	79,586	73,276	93,815	76,036
May	131,864	10,474	87,072	91,388	96,229	79,155
Jun		69,017	100,014	99,896	99,917	74,843
Jul		85,571	87,634	90,514	98,353	70,972
Aug		105,909	96,415	89,183	82,752	86,944
Sep		115,079	90,911	100,971	100,501	100,379
Oct		101,975	72,759	90,005	94,438	108,853
Nov		44,568	72,108	83,068	68,349	95,693
Dec		44,523	97,434	106,814	92,167	102,835
	512,795	762,622	1,036,818	1,055,401	1,075,811	1,050,626

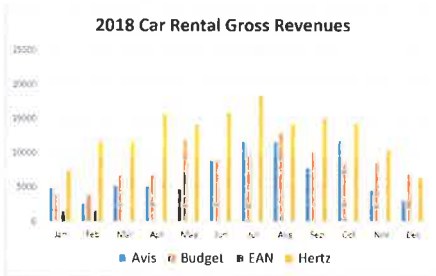


Car Rental Gross Revenues

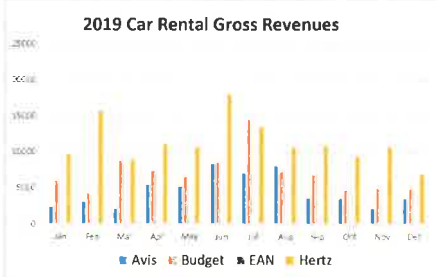
2017	Avis	Budget	EAN	Hertz	TOTALS
Jan	\$7,609	\$3,052	\$2,422	\$9,194	\$22,277
Feb	\$6,696	\$3,105	\$3,169	\$8,604	\$21,574
Mar	\$15,889	\$3,742	\$4,682	\$13,394	\$37,707
Apr	\$12,848	\$5,106	\$5,371	\$9,986	\$33,311
May	\$16,912	\$6,301	\$5,258	\$13,745	\$42,216
Jun	\$17,292	\$4,880	\$6,441	\$13,299	\$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	\$64,530	\$164,938	



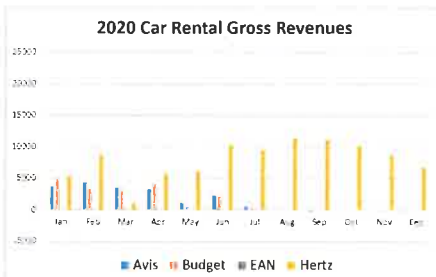
2018	Avis	Budget	EAN	Hertz	TOTALS
Jan	\$4,872	\$3,955	\$1,592	\$7,385	\$17,804
Feb	\$2,715	\$3,882	\$1,653	\$11,644	\$19,894
Mar	\$5,122	\$6,723	\$0	\$11,716	\$23,561
Apr	\$5,122	\$6,723	\$0	\$15,647	\$27,492
May	\$4,699	\$11,918	\$0	\$14,135	\$30,752
Jun	\$8,803	\$8,800	\$0	\$15,943	\$33,546
Jul	\$11,585	\$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
	\$81,666	\$98,626	\$3,246	\$164,926	



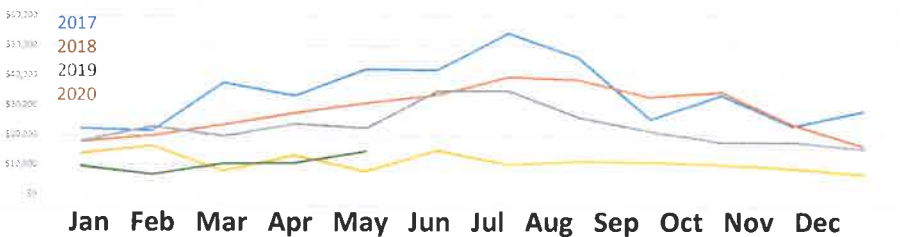
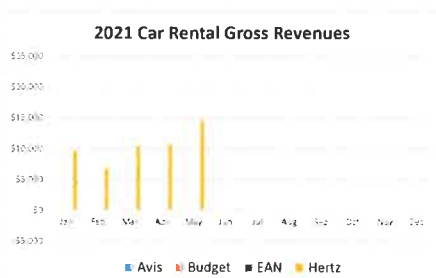
2019	Avis	Budget	EAN	Hertz	TOTALS
Jan	\$2,374	\$6,002		\$9,657	\$18,033
Feb	\$3,083	\$4,266		\$15,673	\$23,022
Mar	\$2,117	\$8,757		\$8,879	\$19,753
Apr	\$5,457	\$7,343		\$11,057	\$23,857
May	\$5,170	\$6,565		\$10,694	\$22,429
Jun	\$8,379	\$8,505		\$18,013	\$34,897
Jul	\$7,077	\$14,480		\$13,399	\$34,956
Aug	\$8,078	\$7,244		\$10,639	\$25,961
Sep	\$3,645	\$6,773		\$10,851	\$21,269
Oct	\$3,566	\$4,715		\$9,271	\$17,552
Nov	\$2,136	\$4,962		\$10,582	\$17,680
Dec	\$3,554	\$4,871		\$6,794	\$15,219
	\$54,636	\$84,483	\$0	\$135,509	



2020	Avis	Budget	EAN	Hertz	TOTALS
Jan	\$3,714	\$4,851		\$5,339	\$13,904
Feb	\$4,329	\$3,388		\$8,708	\$16,425
Mar	\$3,571	\$3,303		\$1,062	\$7,936
Apr	\$3,310	\$4,124		\$5,806	\$13,240
May	\$1,180	\$545		\$6,133	\$7,858
Jun	\$2,350	\$2,212		\$10,306	\$14,868
Jul	\$522	\$192		\$9,450	\$10,164
Aug	-\$107	-\$2		\$11,371	\$11,263
Sep	-\$198	-\$13		\$11,107	\$10,896
Oct	-\$58	-\$43		\$10,162	\$10,061
Nov	-\$64	\$0		\$8,792	\$8,728
Dec	\$0	\$0		\$6,800	\$6,800
	\$18,648	\$18,568	\$0	\$95,036	



2021	Avis	Budget	EAN	Hertz	TOTALS
Jan	-\$5	-\$7		\$9,584	\$9,572
Feb	\$0	\$0		\$6,823	\$6,823
Mar	\$0	\$0		\$10,500	\$10,500
Apr	\$0	\$0		\$10,701	\$10,701
May	\$0	\$0		\$14,582	\$14,582
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					
	-\$5	-\$7	\$0	\$52,190	



- **DIVISION 3. - AIRPORT ADVISORY COMMISSION⁽⁹⁾**

- **Sec. 2-4-79. - Purpose.**

The purpose of the airport advisory commission shall be to advise the mayor and city council upon all phases of the operation and maintenance of the Four Corners Regional Airport, including but not necessarily limited to:

- (1) The budgeting and expenditure of capital funds for the Four Corners Regional Airport;
- (2) The conduct of business and leasing of airport property;
- (3) Rules and regulations for the conduct of business and affairs at the airport;
- (4) Fees to be charged for leases, hangars, and business operations at the airport;
- (5) Coordination with the Federal Aviation Administration, the county, and other entities; and
- (6) Other matters which pertain to operations at the airport.

(Code 1969, § 2-34)

- **Sec. 2-4-80. - Duties.**

The airport advisory commission is an advisory commission only, whose recommendations shall not be binding upon the city. The airport advisory commission shall make careful and comprehensive surveys and studies of existing conditions and probable future growth of the Four Corners Regional Airport, which shall be considered in recommendations made to the city council.

(Code 1969, § 2-35)