

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

The Airport Advisory Commission of the City of Farmington met on Tuesday, July 9, 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
Mark Gordon
Theresa Pacheco
Richard Roderick
Jon Rudolf, Alternate

Members Absent: Johnny Arrington

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

Others Present: Felicia Bekis, Atlantic Aviation
Russell Gervase, Airport Tenant

Call to Order

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

Approval of the July 9, 2019 Agenda

Chairman Richard Neely asked for a motion to approve the agenda for July 9, 2019. He asked if anyone had changes or wanted a discussion A motion was made by Theresa Pacheco and seconded by Richard Roderick to approve the agenda for July 9, 2019 and passed unanimously by a vote of 5-0.

Approval of the Minutes from the June 11, 2019, Regular Meeting of the AAC

Chairman Richard Neely asked for a motion to approve the minutes from June 11, 2019. He asked if anyone had any changes or wanted a discussion. A motion was made by Mark Gordon and seconded by Richard Roderick to approve the minutes of the June 11, 2019 regular meeting of the Airport Advisory Commission and passed unanimously by a vote of 5-0

Operations Report

Mike Lewis presented the statistics as they appear in the agenda. There was a short question and answer session regarding the reason operation numbers were higher than usual. The speculations for the increase in traffic included corporate flight increases, military operations, general aviation fly-overs and film industry aircraft activity. Mike Lewis added he was still considering different technology tracking solutions to capture air traffic before and after the tower hours of 6:00 a.m. and 10:00 p.m.

Additional Operations Information

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

1. Mike Lewis was not in attendance at the regular Airport Advisory Commission (AAC) meeting last month on June 11, 2019, due to his attendance at the annual DFW FAA Airports Conference. Mike Lewis was pleased to have collected new information on UAS regulations. Mike Lewis met the new State Aviation Director, Pedro Rael. He also met the new FAA Airport Program Representative, Brittan Smith.

There was a short discussion regarding UAS regulations containing new information regarding airspace usage regarding tower, planes and airfield. Mike noted he had more information in order to prepare a City of Farmington policy regarding drone designation.

2. The process is moving forward regarding bidding procedure. However as there was a sole bidder, the construction costs presented a little higher than anticipated. There may be a need for fee negotiation. A short discussion regarding possible solutions to this issue in addition to negotiations.
3. Mike Lewis explained the process of how the \$3,500,000.00 grant award to Four Corners Regional Airport was presented to the community. The FAA sent a blanket media release to all cities receiving funds and the Farmington grant award was consequently announced in the Daily Times. When Mike sent the memo to city hall, he regrets not including the AAC in that email, thereby being lax in keeping the commission informed. Mike passed out the most current airport Capital Improvement Plan (CIP) and construction schedule as reference in an effort to keep the commission updated.

The CIP list reflected EMAS would not be completed until 2021, and to that effect, it was discussed as to whether or not Farmington would still be able to get air service without that piece of the airport restructure in place. Mike Lewis explained a waiver to the air service provider might be enough especially since it is not a firm requirement for EMAS to be a part of a CII upgrade.

4. It was announced the FAA inspection scheduled for the week of July 8th would be moved to August with no date specified at this time.

5. It was noted the Gary Mize hangar has been completed. Mike Lewis presented a photo of how the building fit into the line of existing hangars. Theresa Pacheco inquired if the airport master plan had any provisions for a new hangar structure or if there were any specific architecture requirements. Mike responded there was no criteria.
6. Mike presented his list of projects he would like to get funded if the city has the funds and chooses them. He asked the commission for their thoughts and suggestions regarding additional items and prioritizing the existing list. The original list Mike created was as follows, from most important to least important:
 1. Refurbishment and Rehabilitation of Hangar 9 Complex, \$160,000-\$200,000
 2. Self Service Aviation Fuel Facility, \$210,000-\$230,000
 3. Current City Owned Hangar Overhaul, \$170,000-\$200,000
 4. Build new Tenant Hangars on the West End, \$300,000-\$500,000

To start, it was clarified by Assistant City Manager, Julie Baird, there are two (2) capital improvements lists the city is currently working with. The Infrastructure Capital Improvement Plan (ICIP) list is required by the state each year with funds coming from the state. The second list is related to the Community Economic Development (CTED) and the funds involve utilizing money not coming from the state, but from the City of Farmington, NM. The state requires all municipalities to put together the ICIP for submission each August. The same list of projects, the commission and Mike decide upon, can go on each list.

The discussion of items began with the commission members, in conjunction with Atlantic Aviation Manager Felicia Bekis, requesting a complete recondition of the airside ramp. There were questions regarding funding, and whether or not the ramp project was an item that would be better completed as a grant, funded federally and by state. Mike felt the ramp project might be done in sections and might be placed on the CTED/ICIP lists. It was determined the section of ramp leased by Atlantic Aviation was in the most need of repair. It was then determined that project could be a complete item listed on both the CTED and ICIP lists. Mike also noted he would get some cost estimates of this project in order to post it on the lists.

Chairman Richard Neely brought up the commission would like to restructure some priorities on the existing list and he was supported by Assistant City Manager Julie Baird and Airport Manager Mike Lewis.

The first discussion revolved around the cost effectiveness of each item. It was determined that building new hangars on the west end would be the least needed and the least cost effective. A short discussion ensued regarding the viability of restoring existing hangars and that project was determined to be a more important project to add to the list. Safety was noted as the primary reason for the restoration of existing hangars.

Hangar 9 lease rate and the benefits of upgrading that hangar were also discussed. The question arose as to whether or not the upgrade of Hangar 9 would help make the airport more lucrative for a new commercial airline. The conclusion was the upgrade of this hangar would be beneficial to bringing in a new aviation company that would be economically stimulating to the local economy.

The discussion then moved to the self service fuel item. It was asked by commission members if an avgas self serve station was a service the airport wanted to provide to its tenants. Fees were discussed in conjunction with the full fuel service Atlantic currently provides. Richard Roderick provided a recap of his blended fuel project research and the undesired result. It was determined by everyone, a fuel self serve option should be an item for the CTED/ICIP lists.

The CTED/ICIP list was then restructured and reprioritized by Mike Lewis together with the AAC. The result is as follows, listed from most important to least important:

1. Rebuilding/Refurbishment of Parking Ramp, \$ Cost TBD
2. Current City Owned Hangar Overhaul, \$170,000 - \$200,000
3. Self Service Aviation Fuel Facility, \$210,000 - \$230,000
4. Refurbishment and Rehabilitation of Hangar 9 Complex, \$160,000- \$200,000
5. Build new Tenant Hangars on West End, \$300,000 - \$500,000

Mike continued with his presentation of the two remaining items on his operations list.

7. Mike Lewis noted that he created a number of alternative budgets the city could employ given lower future GRT rates. It was asked whether the power plant would actually shut down, and Julie Baird gave a brief explanation regarding negotiations to keep the power plant alive and that it was still feasible and possible.

There was a short discussion about what is the most important support to our local economy. Julie Baird responded by explaining the jobs and the tax base of our businesses are the biggest contributors to the health of our economy. Julie noted there is also the issue of securing tax revenues from online purchases. There are currently technology tracking issues with that solution. But, if that could be adjusted and implemented, we would have a lot to gain from an internet tax.

8. Mike Lewis announced we won an award at the May Airport Managers meeting. Four Corners Regional Airport was presented with the "Most Improved Airport" award. This is due to the combination of successful FAA and state visits, as well as positive input from a number of agency boards.

Mike Lewis asked if there were any more questions or concerns. There were none noted.

Business from the Chairman:

Chairman Richard Neely had no more questions or comments.

Business from the Members:

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

Business from the Staff:

Chairman Richard Neely asked if there were 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 July 9, 2019 meeting was adjourned by Chairman Richard Neely, the motion was made by Mark Gordon and seconded by Theresa Pacheco at 5:25 p.m.


Richard Neely – Chairman


Jody Carman – Administrative Aide