M I N U T E S
AIRPORT ADVISORY COMMISSION
August 9, 2016

The Airport Advisory Commission of the City of Farmington met on Tuesday, August 9, 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 Steve White Theresa Pacheco Wayne Mangum
Members Absent:	Tony Bennett
Staff Present:	Russel Frost Jody Carman Mike Lewis
Others Present:	Felicia Bekis– Atlantic Aviation Marieanna Yazzie – Atlantic Aviation Dylan Garrison – Vernon Aviation Debbie Meador – Great Lakes

Call to Order
The 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 August 9, 2016 Agenda
A motion was made and seconded to approve the agenda and passed unanimously by a vote of 4-0.

Approval of the Minutes of the July 12, 2016 Regular Meeting of the AAC
Chairman Neely asked if anyone noted the need for any changes or additions to the minutes from July 12, 2016. All were in favor of accepting the minutes as presented. A motion was made and seconded to approve the minutes of the July 12, 2016, regular meeting of the Airport Advisory Commission and passed unanimously by a vote of 4-0.

Operations Report
Mike Lewis presented the statistics from the August 9, 2016 agenda. When the Great Lakes enplanement chart was noted, Mike Lewis asked Debbie Meador, Farmington Station Manager for Great Lakes Airlines, if there was any Great Lakes activity update. From the floor, Debbie Meador noted that Great Lakes Airlines currently provides approximately four flights a month. She mentioned that there may be more flights available per month in the near future. There was a short discussion from commissioners and floor members about this situation.

Mike Lewis noted that rental car revenues are steady, and even with the fewer flights, most of the car rental revenues are from off the airport.

Mike introduced gross revenue numbers from No Worries, and noted as a comparison, they are grossing more than Zebras did in 2013. Mike discussed business phases and noted that their best business is from 4:00 to 10:00 p.m.

Mike Lewis asked if there were any questions about the agenda from anyone. Upon no response, Mike presented some open operation notes and touched on the following items.

1. Four Corners Regional Airport has finished the two FAA items on the discrepancy list that were established by the FAA during their inspection of the airport in May of 2016.

2. A short update was presented regarding the bid process for the two current, larger airport projects. The Erosion Control project, for the west end of the runways, will cost approximately $300,000. There were 3 bidders, one of which was not able to comply. Other bidders are currently being considered. The maintenance overhaul needed on E, F, & G will be postponed until next year due to cost estimates coming in over available funds.

3. REILS are currently being installed by the FAA on Runway 23 with no cost to the City. This project should be completed by the end of this week, August 12, 2016.

4. Prairie Dog removal process continues with effect, but there is still a long way to go. Theresa Pacheco asked if there was a projected finish time and Mike responded that there is not. Discussion ensued about the prairie dog situation being a common problem among land owners, ranching, and other businesses. We will offer some assistance to Safety City with prairie dog removal from their property, which is adjacent to airport boundaries.

5. A new snow and ice control plan is being created and should be ready for submission to the FAA by September 1, 2016.

6. Four Corners Regional Airport will perform a table top emergency drill in September, 2016.

7. Mike Lewis and airport operations are working with City of Farmington Police Department to provide police presence and security on the airfield. Patrols will be scheduled regularly. Training will be offered to the Police Department which involves gate access and airfield movement.

8. City of Farmington gross receipt taxes are lower than projected. The airport has cut a number of budget items in order to comply. The airport is paying close attention to spending and is very aware of cost conservation.

9. Mike presented a short Boutique Airlines update. They are growing and the airline is a possible consideration to operate out of Four Corners Regional Airport for the future. Mike discussed other possible options for airlines to operate out of the Four Corners Regional Airport. There is still the possibility of Great Lakes operating four (4) to seven (7) flights a week in the near future.

Business from the Chairman:
Chairman Neely asked if there were any questions for Mike Lewis from the board or from the floor. There were none.

Adjournment:
There being no further business to come before the Commission, the meeting was adjourned by Chairman Neely at 4:23 pm.

for Tony Bennett
Richard Neely - Chairman

Jody Carman
Jody Carman – Administrative Aide