

**M I N U T E S**  
**AIRPORT ADVISORY COMMISSION**  
**June 11, 2019**

The Airport Advisory Commission of the City of Farmington met on Tuesday, June 11, 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  
 Theresa Pacheco  
 Richard Roderick  
 Jon Rudolf, Alternate

**Members Absent:**

Mark Gordon

**Staff Present:**

Jody Carman, Administrative Aide  
 Julie Baird, Assistant City Manager

**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 Chairman Richard Neely, there being a quorum present the following proceedings were duly had and taken.

**Approval of the June 11, 2019 Agenda**

Chairman Richard Neely asked for a motion to approve the agenda for June 11, 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 June 11, 2019 and passed unanimously by a vote of 5-0.

**Approval of the Minutes from the May 14, 2019, Regular Meeting of the AAC**

Chairman Richard Neely asked for a motion to approve the minutes from May 14, 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 May 14, 2019 regular meeting of the Airport Advisory Commission and passed unanimously by a vote of 5-0.

**Operations Report**

As Mike Lewis is attending the FAA Airport Conference in Dallas/Ft. Worth this week, Administrative Aide Jody Carman reported from the charts included in the Agenda.

**Additional Operations Information**

Administrative Aide Jody Carman reported on additional operational items not listed in the agenda.

1. It was noted Airport Manager Mike Lewis was attending the FAA Airports Conference in Dallas/Ft. Worth. The event includes three (3) days of meetings, trainings, and policy discussions regarding the FAA regulatory oversight and grant management staff items.
2. Construction process is moving forward with the pre-bid meeting scheduled for June 18, 2019 and for bid award scheduled for June 26, 2019.
3. Policy research and process for the UAVs (drones) flying within city limits has not been started yet.
4. Airport maintenance crew is mowing, weed spraying, and touching up airfield surface paint.
5. Gary Mize Hangar-8 still needs hangar door installed.
6. Jody Carman presented the Community Economic Development (CTED) projects Mike Lewis compiled. Jody Carman asked for suggestions. The list included: Refurbishment and Rehabilitation of Hangar 9 Complex, Self Service Aviation Fuel Facility, Current City Owned Hangar Overhauls, and Construction of New Tenant Hangars on the West End.

There was energetic discussion regarding the projects as listed. It was brought to attention by Richard Neely, most of the projects listed won't pay for themselves and are not cost effective. Rehabilitation of Hangar 9 was incorrectly noted in the list to be revenues of \$7,000.00 per year, Jody noted that amount should actually be \$7,000.00 per month. It was brought up building new tenant hangars might not be cost effective either.

There was a short discussion prompted by Johnny Arrington regarding self service fuel. He thought that service would be included in the bid for the Fixed Base Operation (FBO). It was explained to him by Felicia Bekis, Atlantic Aviation picked up the 10-year option to renew the lease, and continue FBO operations as is.

Theresa Pacheco inquired as to why ramp repair was not on the list. She explained many of the entrances to the Hangars are in need of repair, the surface of a good percentage of the ramp is cracking, and there is some water leakage intermittently across the surface area around various hangars. This observation was concurred by Felicia Bekis regarding the ramp being in great need of upgrades, repair, and perhaps resurfacing. There was discussion regarding cost and how to pay for that project. That discussion rolled into city owned hangar overhaul and expense to fix those might not be recouped.

Julie Baird explained briefly how the CTED process worked regarding choosing projects. Julie explained the ramp project can be reviewed and it may be eligible to be on the projects lists. She explained there are two capital improvements lists that the city is currently working with, one required by the state each year, the Infrastructure Capital Improvement Plan (ICIP) and then one related to the CTED funds. The state requires all municipalities to put together the ICIP for submission each August. The AAC can advise and rank the projects at the next meeting.

The question arose regarding why the new Hangar 8 is a Quonset hut and should it not be designed to fit in with the rest of the hangars? Is there a provision in the master plan for specs on new hangars? Jody responded she did not know but would try to find out.

There was no more discussion and there was one last item to report on the additional operations list.

7. Jody Carman explained Mike has crafted a decreasing budget plan prepared for the City Manager, Mayor, and City Council that would be available for implementation if tax revenues declined in the future.

**Business from the Chairman:**

Chairman Richard Neely noted he was not clear about the FAA funding being awarded. Richard Neely felt the commission should have been notified about the process so they could be prepared to answer questions from the public. Julie Baird explained the FAA put out a press release regarding monetary awards to the City of Farmington, without informing anyone at the city, and explained that everyone was surprised by the public announcement. However, it was noted by a few members and Jody Carman, Mike Lewis has been keeping the Airport Advisory Commission informed of progress of grant awards. Jody Carman offered to include important airport business updates in the monthly AAC meeting reminders to the commission.

**Business from the Members:**

Chairman Richard Neely asked if there were any more questions from 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 June 11, 2019 meeting was adjourned by Chairman Richard Neely, the motion was made by Johnny Arrington and seconded by Theresa Pacheco at 4:50 p.m.

  
Richard Neely – Chairman

  
Jody Carman – Administrative Aide