

M I N U T E S
AIRPORT ADVISORY COMMISSION
 July 11, 2023

The Airport Advisory Commission of the City of Farmington met on Tuesday, July 11, 2023 at 4:00 p.m., in the Executive Conference Room at 800 Municipal Drive, Farmington, NM.

Members Present:

Mark Gordon
 Richard Roderick, Chairman
 Jonathan Rudolf

Members Absent:

Bill Foutz, Alternate
 Morey Havens

Staff Present:

Julie Baird, Deputy City Manager
 Jody Carman, Airport Admin Aid
 Russel Frost, Deputy City Attorney
 Mike Lewis, Airport Manager
 Hannah Freeman, Legal Intern

Others Present:

Jimmie Curley, Atlantic Aviation
 Bruce Henry, Airport Tenant
 Dr. Sugar Singleton, Airport Tenant

Call to Order

The Airport Advisory Commission (AAC) regular meeting was called to order at 4:01 p.m. by Chairman Richard Roderick, there being a quorum present, the following proceedings were duly had and taken.

Approval of the July 11, 2023 Agenda

Chairman Richard Roderick asked for a motion to approve the agenda for July 11, 2023. A motion was made by Commissioner Jonathan Rudolf, and seconded by Commissioner Mark Gordon to approve the agenda for June 13, 2023 and passed by a vote of 3-0. J M

Approval of the Minutes from the June 13, 2023 Regular Meeting of the AAC

Chairman Richard Roderick asked for a motion to approve the minutes from June 13, 2023. A motion was made by Chairman Richard Roderick, and seconded by Commissioner Jonathan Rudolf to approve the minutes of the June 13, 2023 regular meeting of the AAC, and passed by a vote of 3-0.

Operations Report

Airport Manager Mike Lewis presented the statistics as they appear in the agenda. A few comments were made regarding fuel pricing. An updated No Worries statistical chart was also presented and there was a short discussion.

Airport Manager Mike Lewis asked if there were any questions. There were no questions.

Hangar Owner's Complaint Concerning Relocation of Portable Hangers

Chairman Richard Roderick introduced item number five (5) from the agenda. He gave a short history about the Singleton hangar, and they may be in a position to build a hangar as well as Kevin Coleman. He explained the City of Farmington will offer the opportunity to bid as a Request for Proposal (RFP) and that will be offered to Dr. and Sherman Singleton, Kevin Coleman and any other party wishing to build a hangar. It was noted, the awarded State Grant to relocate the three (3) hangars, will be active for two (2) years. Manager Lewis added the process to move the hangars would be delayed at this time. There was some discussion regarding the RFP and process including comments from Deputy City Attorney Russel Frost and Deputy City Manager Julie Baird. Deputy City Manager Julie Baird informed the commission City Manager Rob Mayes would be available to help the process go smoothly.

Chairman Roderick introduced Dr. Sugar Singleton and asked her to feel free to speak to the commission. Dr. Singleton specifically thanked Chairman Richard Roderick for responding to her emails. Despite written requests and multiple emails of requesting documentation to be reviewed, Dr. Singleton was ignored up to Friday evening, 4:45p.m., before the regular meeting of the AAC on July 11, 2023. At that time Deputy City Attorney Russel Frost responded to her via email, explaining any documentation could be requested with a form, through the City of Farmington City Clerk.

For the record, Dr. Singleton felt stonewalled and ignored by Mr. Lewis. As Dr. Singleton works 60 to 80 hours a week, having still made multiple requests, the only acknowledgement made to Dr. Singleton was from AAC Chairman Roderick and with that, became more transparent to her. Chairman Roderick noted moving forward with the RFP process, everything would become more transparent.

Dr. Singleton added she was advised by her council to specifically inform Mr. Lewis and Mr. Frost a written request is a written request, and giving them a written request via multiple email requests is no different than a written request via a form submitted to the City Clerk, and the request should have been responded to. She added it is her understanding this lack of action was a violation of ITRA(?), as her council believes this to be a violation of City Ordinances, regarding her request for documentation. Dr. Singleton noted documentation should have been turned around in seven (7) days.

Roderick thanked Dr. Singleton for her input and attending the AAC meeting. Chairman Roderick continued by saying this subject has been tabled by the Airport Advisory Commission pending future occurrences.

Chairman Richard Roderick steered the meeting back to Airport Manager Mike Lewis's presentation of additional operations information.

Additional Operations Information.

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

- 1) Manager Lewis told the commission there will be a pause on progress to move the three portable hangars and build one large commercial hangar structure. The City will be following RFP procedure regarding this project, as there are other interested parties.
- 2) The annual Part 139 inspection was successful, and we have not yet received a letter of correction. However during the out brief, the FAA Inspector indicated a few items in the Airport Certification Manual (ACM) that could be updated and/or changed. Airport Manager Mike Lewis recognized Atlantic Aviation and City of Farmington Fire Department for having absolutely no findings.
- 3) Work continues on weed abatement and prairie dog management.
- 4) This month and moving forward, airport staff will be dedicated to focus more attention on the Fly-in Drive-in event to be held on Saturday, September 23rd, 2023.
- 5) Manager Lewis called attention to the current Airport Capital Improvement Plan (CIP) request list to the City, that had been emailed to the commissioners. He asked if any AAC members had any recommendations. It was noted the list primarily stays the same year to year, however this year a few new items have been added. Those additional items that had been discussed in the past, have now been added to the AIP list. Typically these items are not funded by state or federal grants.

There was a short discussion regarding priorities, how the process works, and what items might best fit in with the Airport Master Plan. Airport Manager Mike Lewis asked if there were any other comments. Chairman Richard Roderick noted he was pleased to see the order and items of the projects on the list. With that, there were no more comments.

Business from the Chairman:

Chairman Richard Roderick thanked Dr. Singleton for coming to the AAC meeting. Chairman Richard Roderick said he had no more business, questions, or comments at this time.

Business from the Members:

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

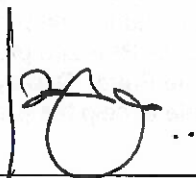
Business from the Staff:

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

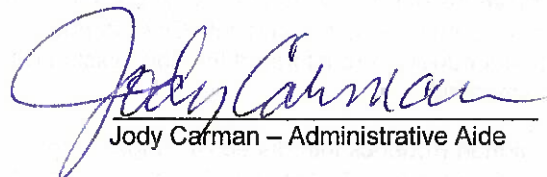
Business from the Floor:

Chairman Richard Roderick asked if anyone from the floor.

There being no further business to come before the Commission, the July 11th, 2023 meeting was adjourned by Chairman Richard Roderick, the motion was made by Commissioner Mark Gordon and seconded by Commissioner Jonathan Rudolf at 4:20 p.m.



Richard Roderick – Chairman



Jody Carman – Administrative Aide