

**M I N U T E S**  
**AIRPORT ADVISORY COMMISSION**  
**February 8, 2022**

The Airport Advisory Commission of the City of Farmington met on Tuesday, February 8, 2022 at 4:30 p.m., in the Executive Conference Room at 800 Municipal Drive, Farmington, NM.

**Members Present:**

Mark Gordon  
 Via Phone, Zachary Kermitz, Alternate  
 Via Zoom, Wayne Mangum, Pro Tem  
 Michael Mead  
 Richard Roderick, Chairman  
 Jonathan Rudolf

**Members Absent:****Staff Present:**

Julie Baird, Assistant City Manager  
 Mike Lewis, Airport Manager  
 Russel Frost, Deputy City Attorney  
 Andrea Jones, City Clerk

**Others Present:**

Via Zoom, Atlantic Aviation Area General Manager, Steve Marruffo  
 Felicia Bekis, Local Manager Atlantic Aviation  
 Via Zoom, Bill Foutz, Airport Tenant

**Call to Order**

The Airport Advisory Commission (AAC) regular meeting was called to order at 4:30 p.m. by Chairman Richard Roderick. Chairman Roderick introduced Atlantic Aviation Area General Manager from Albuquerque, Steve Marruffo, to speak about the installation of a self-service fuel station a little later on. There being a quorum present, the following proceedings were duly had and taken.

**Approval of the February 8, 2022 Agenda**

Chairman Richard Roderick asked for a motion to approve the agenda for February 8, 2022. A motion was made by Commissioner Mark Gordon, and seconded by Commissioner Jonathan Rudolf, to approve the agenda for February 8, 2022 and passed by a vote of 6-0.

**Approval of the Minutes from the January 11, 2022 Regular Meeting of the AAC**

Chairman Richard Roderick asked for a motion to approve the minutes from January 11, 2022. A motion was made by Commissioner Mark Gordon, and seconded by Commissioner Jonathan Rudolf to approve the minutes of the January 11, 2022 regular meeting of the AAC, and passed by a vote of 6-0.

**Operations Report**

Airport Manager Mike Lewis presented the statistics as they appear in the agenda. He offered general comparison data regarding how well operations, fuel prices, and restaurant revenues were progressing relative to past data.

**Additional Operations Information**

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

1. The FAA will report when the second half of funding for Runway 5-23 reference code upgrade to CII will be awarded to Four Corners Regional Airport (FCRA). According to the FAA, they are hoping to get the grant money awarded soon, in order to get the bids out earlier this spring.
2. The new locations and designations for the west end taxiway re-configuration was published as planned on January 27, 2022. The Notice to Airmen (NOTAM) office has chosen to keep the NOTAMS regarding these changes live and accessible for a period of time longer.
3. There is a wait for details regarding the \$295,000.00 Bipartisan Infrastructure Bill. Airport Manager Mike Lewis has inquired to the Airport Districts Office (ADO) in DFW, but has not heard back yet. The expectation for further information from our ADO in DFW might be soon. Once the details are received, a plan can be executed. It is our hope the criteria will be similar to the broad spectrum of Airport Improvement Plan (AIP) funding.
4. ArkStar, the air service consultants for FCRA, has had some interest from two major carriers other than United, however is finding there is not much interest in the near term to start new service. All carriers are experiencing unprecedented operational difficulties.

There was a short discussion regarding the re-evaluation of air carriers to provide service to FCRA. Manager Lewis responded ArkStar and FCRA are trying to make contact with Key Lime Air. Manager Lewis added Boutique will not rebid the contract for Essential Air Service (EAS) contract at Cortez Airport. Commissioner Wayne Mangum asked when Boutique might be leaving Cortez Airport. Manager Mike Lewis explained their contract would discontinue some time in 2022. There will be other air carriers

bidding for the EAS contract. Chairman Richard Roderick asked for an EAS clarification as to whether or not there was no longer EAS program at Cortez. Manager Lewis explained the EAS contract expires with Boutique, however the EAS program continues at Cortez.

There was a short discussion regarding Key Lime Air's location for arrivals and departures at Denver International Airport. Manager Mike Lewis responded Key Lime uses the A Concourse in Denver. It was added, Denver Air is the airline name that operates under the company, Key Lime Air.

There was more discussion regarding alternate airlines that might operate out of FCRA. It was noted possibilities might be Southern Airways with discussion regarding markets, reliability, EAS contracts, and types of planes used. Manager Mike Lewis said he hoped to have more information regarding alternate air service, to share at the next AAC meeting in March. Additionally he would also send information, as he receives it, to commission members via email.

5. Airport Manager Mike Lewis said there was interest in the fly-in program idea, suggested in the last AAC meeting. FCRA will be looking into a partnership with Atlantic Aviation to host a number of fly-ins and local BBQ's throughout the summer. This program would include some local side trips to introduce the fly-in participants to the Four Corners area. This program might include leasing busses to facilitate trips to Aztec Ruins, Farmington Museum, and possibly a golf outing. The goal is to offer more than just a complimentary meal. Chairman Roderick asked if the 50 cent discount could be offered to attending pilots. Atlantic Aviation Manager Felicia Bekis agreed that it would be so and Airport Manager Lewis added that's what they always do.

Airport Manager Mike Lewis asked if there were any questions.

#### Update for Self-Service Fuel at Four Corners Regional Airport

Chairman Roderick proceeded to introduce the newest commission member Michael Mead, and offered him a very warm welcome. Chairman Roderick added he was looking forward to working with Commissioner Mead. It was noted Commissioner Michael Mead was running a successful and busy business at FCRA, and Chairman Roderick stated he was proud to have Commissioner Mead on the AAC.

Chairman Richard Roderick asked Atlantic Aviation Area General Manager Steve Marruffo to speak to the commission regarding self-service fuel plans.

As the Zoom audio was a little difficult to discern, Area General Manager Steve Marruffo spoke about the process of installing the self-service fuel station at FCRA and where it would be located. Area General Manager Marruffo explained at this current time, he was waiting on his corporate office to facilitate more updates. Area General Manager Marruffo was confident and hopeful Atlantic would press forward. Chairman Roderick asked what the timeline might be. Area General Manager Steve Marruffo explained the location at FCRA was close to being determined and he would have more information in the near future. Area General Manager Marruffo added he was waiting on corporate approval and vendor information. Area General Manager Marruffo noted there were other airports waiting on self-service station installation, so hands are full and there may be some delay.

There was a short discussion regarding an extension to the current contract length with Atlantic Aviation, in exchange for implementing self-service fuel, as a ten (10) year contract extension.

Chairman Roderick offered thanks to Area Manager Marruffo for the information and time. Chairman Roderick asked if there were any more questions for Area Manager Steve Marruffo from committee members, there were no more questions.

#### Annual Review of Airport Rates, Charges, and Regulations

Airport Manager Michael Lewis introduced the agenda information containing one page of rates and charges. He also offered a short explanation of the included Resolution No. 2006-1209 establishing Minimum Standards for the transaction of business activities at Four Corners Regional Airport. Manager Lewis explained the Minimum Standards document was lengthy, and he suggested commission members review the documents at their leisure, and discussion could be entertained at the next commission meeting in March.

Manager Mike Lewis recommended the Minimum Standard should incur no changes, however he would be open to any suggestions the commission might offer. Manager Lewis mused hangar fees might stay the same, as FCRA is on the lower end of regional fees, which gives our airport a competitive edge. If the commission might offer any changes, Manager Lewis would discuss those possible edits with City of Farmington legal team and City Manager Rob Mayes, to discern whether or not to present changes to City Council.

Chairman Roderick noted he had reviewed the included documents prior to the commission meeting. It was noted by Manager Mike Lewis the resolution was long and the purpose of said document is to protect airport businesses operating at FCRA. The policy is in place to ensure airport vendor and airport legal protection, and to assist coordination of licenses and insurance.

Chairman Roderick specifically pointed out on page 7, Section 1-8 Activities not covered by Minimum Standards, and asked had that ever happened. Manager Lewis responded he had not ever needed to exercise the option. Chairman Roderick pointed out to Manager Lewis, Section 1-9 Waiver or Modification of Standards was interesting and Manager Lewis agreed.

Airport Manager Mike Lewis noted these standards were created for airport businesses to have a guideline for compliance when operating at FCRA. Manager Lewis added our hangars were full, we entertained a manageable wait list, and had successful businesses operating at the airport. Manager Lewis encouraged the commission to review the documents for discussion at the next meeting. Chairman Roderick expressed interest in when changes were last made to the Minimum Standards, and Manager Lewis pointed out the last resolution was passed in 2006.

Chairman Roderick asked if any of the commissioners had any more questions or thoughts. There were none.

**Business from the Chairman:**

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.

Commissioner Jonathan Rudolf asked if there was an action item in place to make changes. Manager Lewis suggested time be taken to look over the documents, and there would be discussion at the next meeting. Manager Lewis reiterated any change would need City of Farmington Legal Department and City Manager approval in order to present changes to the City Council.

There was a short discussion regarding business operations at other smaller airports, and the role local fixed base operators or corporate fixed base operators play. Also discussed was how FCRA has to follow grant assurances in order to obtain funding from the FAA and the rules are in place to guarantee compliance.

Commissioner Rudolf asked if we might make a proposal to keep fees the same and if commission has the choice to recommend anything. Administrative Aide Jody Carman added she would put option to recommend on the next agenda in order to start the process of changes if necessary.

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 had any questions or comments. There were no questions or comments.

There being no further business to come before the Commission, the February 8, 2022 meeting was adjourned by Chairman Richard Roderick, the motion was made by Commissioner Mark Gordon and seconded by Commissioner Michael Mead at 5:00 p.m.

  
Richard Roderick – Chairman

  
Jody Carman – Administrative Aide