

M I N U T E S
AIRPORT ADVISORY COMMISSION
August 9, 2022

The Airport Advisory Commission of the City of Farmington met on Tuesday, August 9, 2022 at 4:00 p.m., in the Executive Conference Room at 800 Municipal Drive, Farmington, NM.

Members Present: Via Phone Wayne Mangum, Pro Tem
Michael Mead
Richard Roderick, Chairman
Jonathan Rudolf

Members Absent: Mark Gordon
Zachary Kermitz, Alternate

Staff Present: Julie Baird, Assistant City Manager
Mike Lewis, Airport Manager

Others Present: Felicia Bekis, Atlantic Aviation
Marieanna Yazzie, Atlantic Aviation

Call to Order

The Airport Advisory Commission (AAC) regular meeting was called to order at 4:00 p.m. by Chairman Richard Roderick, there being a quorum present, the following proceedings were duly had and taken.

Approval of the August 9, 2022 Agenda

Chairman Richard Roderick asked for a motion to approve the agenda for August 9, 2022. A motion was made by Commissioner Jonathan Rudolf, and seconded by Commissioner Wayne Mangum to approve the agenda for August 9, 2022 and passed by a vote of 4-0.

Approval of the Minutes from the July 12, 2022 Regular Meeting of the AAC

Chairman Richard Roderick asked for a motion to approve the minutes from July 12, 2022. A motion was made by Commissioner Jonathan Rudolf, and seconded by Commissioner Wayne Mangum to approve the minutes of the July 12, 2022 regular meeting of the AAC, and passed by a vote of 4-0.

Operations Report

Airport Manager Mike Lewis announced there was nothing additional on the Agenda for August 9, 2022 due to his being out of the office for vacation and illness. Airport Manager Mike Lewis presented the statistics as they appear in the agenda. There were short discussions regarding statistics fluctuating for operations, fuel flow, No Worries revenues, and Hertz Car Rental.

Manager Lewis asked if there were any questions, there were none.

Additional Operations Information

- 1) Ground was broken on August 8, 2022 for the relocation of Taxiways B & G. The project be split into two phases. The west end area around Taxiway B will be completed in the fall of 2022, and Taxiway G will be completed in the spring of 2023.

Airport Manager Mike Lewis added in addition to the construction, LED lights on runway 7-25 will also be installed, which includes a new transformer for each light. There was a short discussion regarding closure periods for Runway 7-25 due to how long it would take to complete the LED project. Manager Mike Lewis speculated the time frame to be a half day for three staff members to do the job.

- 2) Manager Lewis has been working with the Purchasing Department to get a request for proposal (RFP) out for the Self-Serve Fuel Station as directed by the Farmington City Council. Manager Lewis added purchasing staff would have to research and follow the airport minimum standard requirements to complete the RFP.
- 3) There is no current update on air service status for Four Corners Regional Airport.

Manager Lewis reported Sky West business has been fluctuating back and forth. Manager Lewis speculates Sky West may rescind the announcement where they pulled out of so many cities and that could change the attitude of other air carriers.

There was a short discussion regarding the two million dollar grant money available from New Mexico State. Additionally, City Manager Rob Mayes and Mayor Nate Duckett have agreed to provide some funding as an attractive draw for a new airline service.

There was a short discussion regarding Denver Air Connection, a subsidiary of Key Lime Air, and routes. Manager Lewis explained the almost a million dollar grant from the Small Community Air Service Development Program (SCASDP) would not be optimal to entice an airline, as air service should be in place at Four Corners Regional Airport to be effectively utilized. The demand for customers need to be much higher, and not necessarily the demand for an airline, before we use the SCASDP funds.

- 4) Airport staff is looking at the process of moving the three portable hangars, and quotes will be acquired for the move, and new pad construction at city expense. Deputy City Attorney Russell Frost is looking into the legality of this project.

City of Farmington General Services would be engaged to assist in the moving process, which would most likely include a third party construction company.

Airport Manager Mike Lewis explained a little about the advantages of the new move location.

- 5) Approvals have been received from our FAA Inspector regarding major rewrites to the Airport Certification Manual (ACM) and new sections of the ACM regarding drone operations (UAS) on or near the airport. This includes drone emergency procedures.

There was a short discussion regarding the drone process, and it was agreed Administrative Aide Jody Carman would get a copy of the ACM to flight instructor and commission member Michael Mead.

- 6) Airport Manager Mike Lewis announced he will be leaving tomorrow, Wednesday morning, to attend the annual New Mexico Aviation Conference in Ruidoso, NM. This is a very good opportunity to visit with key people from our FAA Airports District Office. There will be educational speakers, seminars and presentation.

Airport Manager Mike Lewis asked if there were any questions. There was a short discussion regarding alternative taxiway routes to use during the construction period. Commissioner Jonathan Rudolf inquired if the ILS was now in service. Manager Lewis noted it was down for a few hours today, but otherwise working.

There were no more questions.

Business from the Chairman:

Chairman Richard Roderick ask how long the RFP process for the Self-Serve Fuel Station might take. Assistant City Manager Julie Baird responded the time frame should be ten days, however since this RFP is for services, it may take more like thirty days to turn around.

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:

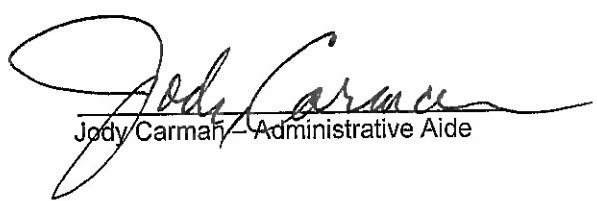
Chairman Richard Roderick asked if there were any questions from staff. There were no questions or comments.

Business from the Floor:

Chairman Richard Roderick asked if anyone from the floor. There were no questions or comments.

There being no further business to come before the Commission, the August 9, 2022 meeting was adjourned by Chairman Richard Roderick, the motion was made by Commissioner Wayne Mangum and seconded by Commissioner Jonathan Rudolf at 4:30.p.m.


Richard Roderick – Chairman


Jody Carman – Administrative Aide