SUMMARY OF ACTION
AIRPORT ADVISORY BOARD MEETING
SANTA FE MUNICIPAL AIRPORT
121 AVIATION DRIVE, BUILDING 3002B
THURSDAY, APRIL 6, 2017, 4:00 PM

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AIRPORT ADVISORY BOARD MEETING
SANTA FE MUNICIPAL AIRPORT
121 AVIATION DRIVE, BUILDING 3002B
APRIL 6, 2017, 4:00 PM

1. CALL TO

The meeting of the Airport Advisory Board was called to order at 4:00 pm by Stephen Ross, Chair, on Thursday, April 6, 2017, at the Santa Fe Municipal Airport, 121 Aviation Drive, Building 3002B, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT
Stephen Ross, Chair
Chris Ortega, Vice Chair
Simon Brackley
Troy Padilla
Bud Hamilton
Mike Szczepanski

MEMBERS ABSENT
Eleanor Ortiz, Excused

OTHERS PRESENT
Cameron Humphres, Airport Manager
David Rasch, City of Santa Fe
David Alexander, KSA
Mark Baca, Airport
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

Mr. Humphres said he would like to postpone item 5a and add an item 7c for the Airport Emergency Exercise.

MOTION A motion was made by Mr. Brackley, seconded by Mr. Ortega, to approve the agenda as amended.

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF MINUTES

MOTION A motion was made by Mr. Hamilton, seconded by Mr. Padilla, to approve the minutes as presented.

VOTE The motion passed unanimously by voice vote.

5. RECOGNITION

A. TSA RECOGNITION OF DAVID SILVER AND SGT. CHRIS MCCORD

Postponed

6. OLD BUSINESS

A. AIRPORT PROJECTS UPDATE

Mr. Humphres said he was pleased to announce we have David Alexander with KSA who will be coming up to update you on project status.

Mr. Alexander said we have been working on three IPA projects and one more in terms of the Terminal Study. The schedules are in your packet.

Mr. Alexander said the four projects are runway 2-20, Taxiway Delta, the Airfield Survey and Drainage Study and the Terminal Study. We have completed the field studies on 2-20 and the taxi way and nearly complete with the preliminary design. We will submit that to FAA for comments then move to final design. We anticipate that by May 1st we will be able to begin the final. We would like to be in bidding phase in June. These two projects are being handled as one.

Mr. Ortega asked were both designed and bid together.

Mr. Alexander said yes, one bid and one contractor.

Chair Ross asked do we have the funds in hand to do these.

Mr. Alexander said we have funds in hand to do the design phase, then we will submit another grant application for the rest. They know it is coming. They want to see the bids.

Chair Ross asked how long does it take to receive the funds.

Mr. Alexander said 30 days after the grant offer letter. Then it goes through the Council process.

Chair Ross asked when will construction begin.

Mr. Alexander said we hope it will be the first part of October. How quickly it is done depends on the weather for Taxiway Delta. Hot mix is the issue. It requires temperatures of 45 and raising.

Mr. Ortega asked when do the bids open.

Mr. Alexander said in July around the 21st.

Mr. Ortega asked in terms of the funding, are the funds committed.

Mr. Humphres said they are programed in with the FAA. They have the engineers estimate and have programmed it in. They will tell us when to go to bid and once we get the bid we give it to them and they issue the grant.

Mr. Alexander said you have to take a bit of a leap of faith.

Mr. Ortega asked what is the construction schedule.

Mr. Alexander said we are looking at 6 to 9 months for construction. We think the runway will roughly take three weeks if they work only at night, 21 days straight. We will tell them once they start they don't stop.

Mr. Humphres said we are looking at working only at night after the last carrier takes off. Then until 6:00 am. From 6 to 6. That is if we only close the runway at night. We could shut down the runway and it would take us two weeks. He has asked American and United if they can operate on the secondary runway without a problem to see the options. It is not his preferred option to close a runway. It will decease the cost to do that. We will get an estimate on both options. Also we are going to be expanding the overruns on runway 2-20 and rebuilding the other one on the other end.

Mr. Alexander said Taxiway Delta is the 6 to 9 month project. It is more involved and is from the bottom up.

Mr. Ortega asked is there any opportunity during the completion of the design and environmental process for any kind of input from Airport users or the public.

Mr. Alexander said the environmental process is complete and approved. The involvement we are going to do is to get with the users and give them a briefing on the game plan. It is up to Mr. Humphres as to what he wants in addition to that.

Mr. Humphres said it is important to get the word out to the users and he would like to host a couple of meetings with general information to users.

Mr. Padilla said from his understanding if you work the runway at night it will take 21 days and if it is closed it will take 14 days. Could they work 24 hours a day and get it

done sooner.

Mr. Alexander said that is possible but for the planning process we are looking at the worst case scenario. If we give them an incentive to finish early they will try to knock it out.

Mr. Padilla said if they decide to work at night they will do sections at a time. Down the road long term will we start to see those overlays crack versus hitting it and getting through it.

Mr. Alexander said you will see longitudinal joints anyway. The longer they can pull without stopping and starting the better. If they work 12 hours at night they can lay the entire runway in one night. It also depends how we handle the intersection. In the long term you are going to get a good project on this no matter which way you do that.

Mr. Ortega asked how wide are the mats.

Mr. Alexander said15 feet wide and 2 inches thick.

Mr. Ortega said he thought it was supposed to be 4 inches thick.

Mr. Humphres said the subbase was better than we anticipated so we determined we only needed 2 inches of mill and overlay. Their engineering calculations are that we will get added strength as well.

Mr. Alexander said the cost went down slightly. It depends on how the construction goes.

Mr. Humphres said we added in the overruns. They were not in the original project. They were added due to the lower expense in materials when we went from 4 inches to 2 inches. Also we will work a bit on the perimeter road in this project.

Mr. Szczepanski said Taxiway Delta is failing now. South of 33 there is a big dip. That section is further south than this project.

Mr. Alexander said the plan is to build as much as we can with the funds available then request the FAA to allow us to patch the areas that are left. There is pretty bad pavement along there and a very thin section compared to what it needs to be.

Mr. Humphres said the project costs for that part went up because the base is so bad. We are trying to offset that. That taxiway is getting really, really bad. We are on the brink of having to close that taxiway. For heavier aircraft they will have to back track when taxiing.

Mr. Szczepanski said departures will slow down.

Mr. Humphres said he has had some serious conversations with the FAA. They asked him to give them his priorities. He told them we need both. We can still operate but closing Delta is bad.

Mr. Padilla asked wasn't there a preliminary design for Delta.

Mr. Baca said that was going to be done but never happened. A plan was done for Gulf.

Chair Ross asked so some sort of repair is in order.

Mr. Humphres said we will get the overlay done to where we can then will ask about patching in the interim. If we can't get it patched we may have to close it down.

Mr. Alexander said we are in the process of the Airfield Survey and Drainage Plan. The ariel surveying and the mapping are done. We are looking at the development plan. We are basically in the middle of this project. We anticipate that it will be ready for review in mid May. We should have the final by the first part of July.

Mr. Ortega asked is it a total redesign on the drainage plan. It currently drains into the parking lot on Signature's leasehold and on down to the arroyo. It takes out access to that one gate. Will we continue with that or will there be a total reconstruct.

Mr. Alexander said we are looking at the entire airport. The plan will provide solutions for problem areas and if there is development what has to be done. We are not including in this plan an idea of how to fix it.

Mr. Ortega asked is it only taking into consideration current infrastructure or will it also consider future expansion.

Mr. Alexander said it includes future and many scenarios. We are looking at what the Master Plan recommends for development in the next ten to twenty years.

Mr. Alexander said the fourth project we are working on is the Terminal Study. We have had one workshop and will have another next week. We will present it to the Board and Council around May 1st. The study will include options and costs. The purpose is to see which way we want to move forward.

Mr. Padilla said regarding the Terminal Study, has that held up the Master Plan and will it change due to Terminal Study.

Mr. Humphres said this Terminal Study is an add on or the next chapter in the Master Plan. The Master Plan says we need a new terminal and these are the two

options. This study is intended to quantify the cost and state the pros and cons of those locations so we can choose a location moving forward. It is for this Body and the Council to review and give direction.

Mr. Alexander said the Master Plan is done by airport planners. We have a group on board that is Nationally known as experts on airport terminal design and planning. Corrigan and Associates. We are trying to focus in on the detail as opposed to the broad view that is in the Master Plan.

Mr. Humphres said we have a local architect on board as well. Wayne Lloyd. Santa Fe is unique. Because of uniqueness of the building, and the cultural and historic importance, it is important that we consider those aspects. He will help with that and will work with Lloyd and Associates and in getting public comment.

Mr. Humphres said it will come here first then to Committees and Council. We want to reach to some of the stakeholders before that as well.

Mr. Alexander said we will give all the facts and options then it is up to the local folks to decide.

Mr. Brackley asked are these workshops public.

Mr. Humphres said no, they are for the architects and airport staff and Board members if you want to meet and discuss options.

Mr. Brackley asked during the City process will be the opportunity for the public to be informed and speak.

Mr. Humphres said yes.

Mr. Alexander said also there will be another process for the inside rooms of the terminal. We will get public comment on that as well.

B. AIRPORT FY18 BUDGET

Mr. Humphres said we are in the budget process now. Our draft budget is in your packet. He has highlighted in yellow the changes made in the process with the City Manager and the City Finance Director. One of the key things is under revenues, land rentals there is a significant difference but that number was a lot higher. When he first did the budget he included revenues for the waste water facility, the firing range and the car impound lot. He adjusted that number after numbers came back for the actual value of land. He made up for that by removing the intern slot and he reduced some of the other costs comparatively. The City originally added operations transfers

in. Part of that was revenue from the general fund. That number has been zeroed out. This budget will go to Council. The City started a new program that did not work well for the budget hearings and are now printing paper budgets for everyone. As soon as he has the schedule he will let the Board members know about it so you can attend.

Mr. Ortega asked on revenue under land rentals, does that include what you are trying to accomplish for fair market value for the land.

Mr. Humphres said yes. The City Manager approved that but wanted the market value to be based on a 3rd party appraisal. What you see here is that. That is what is being forwarded. The City Manager would like us to work with Matt O'Rielly to put together a lease agreement for those 3 and is interested in transferring ownership or deed for the wastewater treatment plant to them. They would give the Airport the money for the land. There may be some issues from FAA on that. He has asked them for guidance. Regarding the sludge field, the EPA does not want to renew that permit. They plan to be off that field in 1 to 2 years.

Mr. Ortega asked so unless the City Council, during their deliberations, changes something on July 1st that money will start coming to the Airport.

Mr. Humphres said yes, that is correct. We will follow up on an MOU.

Mr. Ortega said advertising went to $200,000.

Mr. Humphres said yes, originally he has $400,000 there for advertising. $200,000 from lodgers tax to match a grant from the State Aviation grant of $200,000. The City Manager supported that but has since decided that he wants the lodgers tax money to stay with Santa Fe Tourism and for them to earmark $200,000 for Airport ads.

Mr. Padilla said he knows the City. They see money earmarked and they grab it. He does not like this. If it is for the Airport the money should go to the Airport. If you leave it with the City in charge the City will promote the City and maybe not the Airport. Does the City have a good understanding of the new routes and do they have the Airport in their best interest.

Mr. Humphres said he appreciates his candor. His preference is for the lodgers tax to come to the Airport as well. It was pitched first by him and then the City Manager in that manner. But the City Manager felt compelled to change the allocation to Santa Fe Tourism since that is the line item for all advertising for this City. The $200,000 grant is just for the Airport so we are coming to table with $200,000. If they want that money they have to cooperatively work with us as to how that money is spent. It would be cleaner for it to come to the Airport, but he does understand the thought that Santa Fe Tourism is the marketing arm for the City.

Mr. Brackley said lodgers tax has rules as to what it can be spent on. It is not for runways but for increasing the filling of hotel rooms. That needs to be clarified. How much of a say will you have as Airport Manager in decisions. It needs to be airport related. He is very pleased to see this line item in the budget. It should be advertising and marketing, an overall campaign to increase traffic at the Airport. We also need social media around the fact that many people in the community are not aware of the Santa Fe Airport. We need to increase the visibility of the Airport.

Mr. Hamilton said we have $200,000 and Tourism has $200,000 with a Tourism and Alliance interest. Who is doing the strategy.

Mr. Humphres said it is to be a cooperative effort through the Alliance. He has definite ideas and we are coming with $200,000 so that has a lot of weight to it. The Alliance includes the surrounding area as well. We are asking other communities to contribute as well. That is the idea. Everyone has a voice at the table. Because of the $200,000 grant money and the City coming with $200,000 that bears a lot of weight on the strategy as to how to do it. We have 2 firms we are working with. KPR is a local firm. They are looking at the local market in Northern New Mexico. In Phoenix, we have Fuse Ideas working with Santa Fe Tourism. They are working on a strategy in Phoenix for marketing and advertising.

Mr. Hamilton asked is there an annual marketing plan. He is not aware of such a thing. He would love to take a look at it.

Mr. Humphres said the Northern New Mexico Air Alliance is a relatively new organization. There have been a few fits and starts in trying to get the right company together to do this. The first piece they have asked from these marketing companies is their proposed plan. Both are being worked on and can be brought to this Board as well.

Mr. Hamilton asked who has the authority and is overlooking all plans.

Mr. Humphres said the Northern New Mexico Air Alliance Board of Directors. As a City employee he cannot be on that Board. Simon is on the Board, along with Chris Stagg and Paul Margetson. They are looking at adding Board members from the larger contributors to the Alliance. Randy Randall and he cannot be on Board. It would be an ethics violation. We cannot ask for money from the City and be an officer on the organization that is getting the money. The weight that he and Randy bring to the table bears significant weight with the Board. If he or Randy say they are not in agreement with where this is headed we can stake steps to say we are not going to participate with the Alliance. There is a lot of momentum happening now and they are on the right track. If other Airport Board members want to be on this Board hopefully Simon would support them on that.

Mr. Ortega asked does the City Manager have the ability to influence how this

works. You mentioned about the revenue from the land the possibility of an inter-City agreement between those departments. Would that mechanism make sense with this money. It is important that the Airport Manager have a vote at the table and a say on this money.

Mr. Humphres said he agrees and thinks he has a good idea. We could think about an agreement between the Airport, Santa Fe Tourism and the Alliance that says the money has to be spent on expanding air service and the visibility of the Airport. He would have to work through that. At the budget hearings that is something the Council needs to hear.

Chair Ross asked will you let us know when the budget hearing for the Airport will be.

Mr. Humphres said yes he will.

C. AIRPORT CAPITAL PLAN UPDATE

Mr. Humphres said the chart for this plan is in your packet. What he shared at the last meeting was what we submitted to the FAA. This is what he submitted to the City. All of the projects are listed by year and by priority. FY 17 projects are already underway. If the project is in green it is fully funded. Yellow means we have commitments for funding or it is partially funded. The projects in red are currently unfunded. He is not going to go through each project but wanted to get this information into the Board's hands. The Plan had it's first hearing in front of Public Works a week ago. They will set up meetings for the full Council now.

Mr. Ortega said he is confused again. Is the difference between this CIP Plan and the one to the FAA the fiscal year. The FAA is on the Federal fiscal year and the City is on the City fiscal year. Is there a fiscal year overlap.

Mr. Humphres said the City fiscal year is July 1 to the end of June. We are in fiscal year 17 now. The Federal fiscal year starts in October and ends in September. We have to submit to the City using their fiscal year and to the FAA using their fiscal year. The timing of projects has not changed but the fiscal year changes. We are planning now for the fiscal year that begins July 1st. We will have to carry over Federal projects beyond July and will have to re-appropriate funds from this fiscal year to the next.

Mr. Ortega said one of the yellow ones is the apron. That has an ever changing dollar amount. The irony of that is the ramps continue to get worse. How does this plan fix them.

Mr. Humphres said the reason that the budget number has come down is

Because of the commitment from the State being reduced. The FAA said we will support X number of dollars for repairs on the airfield. If you want discretionary money you have to compete with other airports in the region. Ramps are near the bottom of the list for the FAA. The FAA says no discretionary money will be used for ramps. We are left with relying on the State to do some repairs to the ramps. He has been working with NMDOT and they verbally committed to $250,000. That will not get us a long way. Just to do the crack sealing and surface seal is about $1 million. We will only get some of the crack sealing and none of the surface sealing. We are working with the FAA on reconstruction of the ramps. It is on the list. CIP is a living document. The most important year is the next year. His expectation is that FAA will say they are not going to support 3 runways. Then the ramp discussion will happen and we need to program them in here. With the $250,000 we are trying to keep the ramps from failing further. This happens when there has not been the capital investment made over the years to maintain our current infrastructure. We will have to go into negotiations with FAA and the State next year on this.

Mr. Ortega said he understands the priorities but the reality is based on some numbers that we all know we are not going to achieve. $100 million is needed for everything. We need to come up with a list that says the Airport will be cutting loose of these 10 things so we don't continue to carry these things on the CIP list knowing that they will never get done. The Airport then has difficult decisions to make. Why fool ourselves. It is a reality check.

Mr. Humphres said he not fooling himself and has no intent of anyone being fooled. The reality is we have to repair these ramps. The money there is to keep from having the ramps deteriorate further.

Mr. Ortega said they are already at the point of no return.

Mr. Humphres said we are already there on the ramps to the North. But he has a high degree of confidence that we will get the money to fix them. It is negotiation with the FAA that we have to accomplish. We have to put our priority on the runway first, Taxiway Delta next, then the ramps. That is a reality. The next highest priority after the runway, Taxiway Delta and getting the terminal going is the ramps. Because of the way in which the FAA funds projects and the way the state funds it is not this years priority. He can't overstate the dire issues with infrastructure on this Airport and field. We are paying now for the lack of infrastructure maintenance over the years. There are huge infrastructure needs here. $100 million over the next few years.

Mr. Szczepanski said the East ramp was rebuilt 6 to 8 years ago. Will it need rebuilding again.

Mr. Humphres said the East ramp no. There is a bit of cracking. Pavement should last if taken care of 25 plus years.

Mr. Alexander said on the East ramp it goes to the drainage issue.

Mr. Ortega asked isn't the $278,000 better spent on the East ramp instead of throwing money on a failed ramp.

Mr. Humphres said it comes down to what are the priorities. Do you fox seal the East ramp that is in good shape or do you fill the ramp that is most in need.

Mr. Ortega said the money won't go far. It would be better spent on the East ramp than something that has failed. However he understands.

Mr. Humphres said that will be part of the design of where to spend the money most effectively.

D. AIRPORT STAFFING PLAN UPDATE

Mr. Humphres said Mark Baca applied for our Airport Operations Manager position. That position will be responsible for all FAA, TSA and EPA compliance and record keeping and upkeep of our airport certifications and inspections. Mark been here 25 years and thought he would like to have more responsibility. He has been doing a lot of that already. He rose to the top of the applicants. Mark competed with some great candidates for the position. He was my choice. He will go from a Union position to a non Union position with a slight increase in pay. We will not be able to compensate him for the amount of money he will lose in overtime. He and Gino are out here every night and weekends trading off. They average 27 hours of overtime per pay period. He will now be exempt and salaried. The reason why, despite the fact that the Airport has been neglected for a very long time in terms of infrastructure, the Airport is operational is Mark and Gino. He can't say enough about Mark and his capabilities. He will oversee the maintenance staff as well. Gino Montoya will become the lead maintenance worker. He applied and competed and will serve there. It is a Union position responsible for maintaining the entire airfield and overseeing the other 2 maintenance guys. When he first got here he sat down with these 2 guys and asked what do you need. They said make sure we are training up the next people who will be out here taking care of this Airport. They put that on the top of their list. They will be with him to hire the other 2 maintenance positions. We really need a staff of about 8 to 10 maintenance people but this is a good start. Thank you Mark for all you do.

Mr. Humphres continued, the position for Administrative Manager, we got 25 applicants. He and the Chair interviewed some of the people. There was one strong candidate but she opted to take another City position. There were no other candidates who had that kind of financial background. The position has been reposted.

Mr. Hamilton said we said at last meeting that everyone would be hired by the end of April, at least the positions that were posted. Where are we with that.

Mr. Humphres said the positions that were posted at that time were the Administrative Manager, Operations Manager and Lead Maintenance Worker. Now the other 2 maintenance portions are posted. We filled the Operations Manager and Lead Maintenance Worker and had to repost the Administrative Manager. We are hoping for the end of May or first part of June.

Mr. Hamilton asked so 4 more.

Mr. Humphres said in addition to the Administrative Manager we have to hire a custodian, a secretary and 2 maintenance workers.

Mr. Szczepanski said in further recognition of Mark, last Sunday the gate would not close. He called maintenance and within 10 minutes Mark was there to get it closed. It was impressive.

Chair Ross said thank you Mark.

7. NEW BUSINESS

A. SENATE BILL 437 AND HOUSE BILL 495 UPDATE

Mr. Humphres reported that neither Bill made it out of committee in the Senate. The Bill died but the initiative is not dead.

B. LEGISLATIVE APPROPRIATION REQUEST

Mr. Humphres said this is an action item. In your packet is the Capital Funding Imperative. The City forwarded the Airport as its top priority for the ICIP legislative funding mechanism for the State. It was forwarded to our State Legislators in order of priority for funding. The City of Santa Fe put the Airport as its # 1 priority for the design of the Terminal building. They asked for $1.5 million. The Legislature reduced it to $750,000. We are awaiting the Governor's signature hopefully. In your packet is a letter he wrote that provides why this Airport and new Terminal is important to the State. It includes such statements as the Santa Fe Airport is the 2nd busiest Airport in New Mexico; it is critical to State Transportation operations; there are State and Federal agencies who are tenants on this airfield and why they are important to the State and that it is a place for all of these entities to operate out of. We are the capital City.

Mr. Brackley asked who is the letter going to.

Mr. Humphres said the Governor

Mr. Humphres said the Mayor plans a cover letter for this as well. If the Board is interested he would like you to provide your support. This letter is already in the hands

of the lobbyist. Your support will be added.

MOTION A motion was made by Mr. Brackely, seconded by Mr. Hamilton, to support this effort.

VOTE The motion passed unanimously by voice vote.

C. AIRPORT EMERGENCY EXERCISE

Mr. Humphres said an airport emergency exercise is required by the FAA every 3 years. David Silver is putting this together. He has been working diligently on this. It will be held this Saturday morning. We have 70 volunteers who will be made up as the injured. It will be held on the East side of the airfield outside of the fence. We will be using smoke bombs and culverts to simulate the plane fuselage. Our fire truck and all of the responding agencies of the City will be involved. The Air National Guard will be here with their helicopters. It helps us prepare for an event none of us want to happen, but we want to make sure we will know what we are doing. We will have observers throughout the exercise. The information from this exercise will be going into our Airport Emergency Plan to make it better. All responding agencies will work together. Troy has offered up a VIP trailer for an area for you to observe. Be at the Jet center hanger at 9:00 am. They will take you to the site. There will be press covering it as well.

Mr. Padilla asked what will happen security wise that day.

Mr. Humphres said we will have a marquee saying Exercise In Progress, Please Stay calm. We will have a police unit at Airport Road and Aviation drive to monitor people coming through there. A Police officer will be by the incident monitoring people coming and going. The on site command post will be at the Airport Fire Station. Police will be there as well.

Mr. Hamilton asked do we send the wounded to the hospital. What happens there.

Mr. Humphres said yes we do. They will have card on their chest that says their vitals and their injury. Once they are at the hospital they go to the emergency room and the Doctors there have to deal with them. They will have observers there to monitor how they do it.

Mr. Hamilton said it sounds like chaos.

Mr. Humphres said that is a point, to stress the system to see how you do. A large aircraft accident stresses the airport and all responders and the hospital as well.

Mr. Padilla said not only the hospital but some of the supports for the hospital.

Mr. Hamilton asked will we get a report back on how we did.

Mr. Humphres said Dave Silver will compile that information and we can get that for the Board.

Mr. Szczepanski asked will a NOTAM be filed.

Mr. Baca said we will give 24 hour notice. He is checking with FAA on that process.

Mr. Humphres said we need to get the NOTAM out due to the smoke but also if you are flying you need to know.

8. PUBLIC INVITED TO BE HEARD

Mr. Rasch said he is here today to formally request that he be allowed to get back in the loop for the Master Plan and Terminal planning so his office can provide comment. He would like to see the history of the Terminal building in the Plan and the Resolution by the Governing Body that gives his office authority over the interior and the exterior of the old Terminal. He works well with Wayne Lloyd. He wants to make sure he is not turning you away from working on the old Terminal building. Santa Fe recently got an award from the National Geographic Society for the most important location for preserving history. The Terminal building is an excellent example of that. He certainly wants to give the Board his input on how to design an expansion of that building. He is interested in any major expansion on that building if that site works for you. For a new Terminal building he does not have to get involved.

Chair Ross said the Master Plan is on hold for fact finding on the location issue. We are in the same phase as you. Everyone is acutely aware that the current facility is woefully inadequate.

Mr. Rasch said it could remain as your tower only. We want to keep it alive in some way.

Chair Ross said he appreciated him coming. We will keep you in the loop. Please help us with some history on the building for our Plan.

Mr. Humphres said he will visit with him and reach out to the Master planners. They are progressing on it. We will find an appropriate place to put the Resolution and history Terminal in the Plan. It is important to preserve the history of the Terminal and

the Resolution. We will visit on that. He does not see this as difficult to put in.

9. BOARD AND/OR STAFF COMMENTS AND/OR REQUEST FOR FUTURE AGENDA ITEMS

Mr. Szczepanski said on 102A they were going to paint and X on the numbers so that no one would try to use that runway. He would like to see that done, but he would also like support for removing the barricades from the runway. The opportunity to have it for an emergency without going through barricades would be great.

Mr. Humphres said we are painting the X on there. We have a fabric X on the runway now. On 102A we have the X to notify that it is closed. We drilled those into the runway but the wind made short work of them. We have to paint them. We had an aircraft land there and it stopped just short of the barricades. He asked FAA for relief from the barricades and the chief of FAA for the region said no.

Mr. Humphres said the barricades are to prevent going into the areas of the runway where there are damages.

Mr. Szczepanski asked can we just have the barricades at the end of the runway.

Mr. Humphres said the FAA has said no. He would love to have the barricades off. They are a maintenance issue for us. He will raise the issue formally.

Mr. Hamilton said at our last meeting we talked about the possibility of reconfiguring our Board to an Airport Governing Board. He does not want to lose track of that. Have we moved forward on that in any way.

Chair Ross said he will put that on the agenda to give it the treatment it deserves.

Mr. Hamilton said we need more education on it but he is intrigued with the fact that there may be a more effective way to manage this.

Mr. Humphres said we can put it on the agenda and perhaps get the City Attorney's office to come provide information as to legal structure. What is really important is making sure the Mayor, the City Manager and the Council are in favor of at least pursuing a discussion. He asked the Body to reach out to them and say we want this on the agenda and want to discuss it and want your support of it.

Mr. Hamilton said he was with the Mayor last Monday and mentioned it to him. He was very open to consider it.

Mr. Humphres said we will put it on the agenda and he will start working through

the City to provide this body with what is possible.

Chair Ross said he can provide legal information as well.

Mr. Hamilton said he read in the paper that Mr. Humphres was quoted that we are behind where we should be on the Phoenix flight. Are we behind where we expected to be at this time.

Mr. Humphres said we are behind where he hoped we would be. He can easily say an airline needs to consistently sell 80% of the seats on a flight on average year round. Also the seats need to be revenue producing. Based on our analysis we need 80% to 85% of the seats sold. We don't have the revenue numbers yet. We have how many seats are selling. Right now it is between 55% and 65% and has been slowly building. In this quarter it is 65%. It is not where he would like to see that flight. He believes an airline will determine the viability of a route within the first year. January through March is a slow quarter. We are only flying one flight a day so there is no adjusting the number of flights. The number of seats sold is improving but not at the rate he hoped. The advertising will help a lot. We did not get an ad going as soon as he would have liked. There are some good signs out there. He is hoping for building momentum. The real indicator is first 2 months of the summer. If we are not selling 80% to 85% of the seats then the flight is in trouble.

Mr. Hamilton asked for a regular monthly update on that situation.

Mr. Humphres said we can do that. We get weekly updates from the airline.

Mr. Hamilton said Chair Ross said the issue of meeting dates would be on the agenda. He is interested in this because he has a conflict.

Mr. Humphres said that is his fault.

Mr. Hamilton asked can we get it on the next agenda.

Chair Ross said yes. We were talking about doing the 2nd Thursday. Think about it.

Mr. Padilla said Councilor Harris said he would love to be here. He has a conflict on the first Thursday with the Water Board.

Mr. Ortega said last October we had several conversations about tie down tenants. When is that going to be in place.

Mr. Humphres said he has not been able to do anything with it yet. It is on his list. He has not had the bandwidth to be able to deal with it. He hopes to get the Administrative Manager, after they have trained him up, to look at the lease

agreements. We need a rental car RFP and a number of agreements including this one. It will be his next order of business.

10. NEXT MEETING MAY 4, 2017

11. ADJOURN

MOTION A motion was made by Mr. Hamilton, seconded by Mr. Padilla, to adjourn the meeting.

VOTE The motion passed unanimously by voice vote.

There being no further business before the Board the meeting adjourned at 6:00 pm.

Stephan Ross, Chair

Elizabeth Martin, Stenographer