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PREPARED BY Jon Balthuis

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**AIRPORT ADVISORY BOARD MEETING
THURSDAY, NOVEMBER 5, 2015
4:00 PM – 6:00 PM
SANTA FE MUNICIPAL AIRPORT
MODULAR BUILDING (3002 B) NEXT TO TERMINAL**

CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA
APPROVAL OF MEETING MINUTES: JULY 9, 2015 AND OCTOBER 1, 2015

PUBLIC COMMENT (PUBLIC COMMENT LIMITED TO 5-MINUTES PER PERSON)

ACTION ITEMS

1. ADOPTION OF AIRFIELD ACCESS CONTROL PLAN – PROPOSED IMPLEMENTATION SCHEDULE
2. CONSIDERATION AND ADVISORY RECOMMENDATION REGARDING HISTORIC DESIGN REVIEW BOARD'S RECOMMENDATION FOR LANDMARK DESIGNATION OF AIRPORT TERMINAL
3. CONSIDERATION AND ADVISORY RECOMMENDATION REGARDING DRAFT RESOLUTION: AIRPORT DESIGN STANDARDS

DISCUSSION ITEM

1. AOPA REGIONAL FLY-IN – APPLICATION TO HOST FUTURE EVENT
2. AIR SERVICE STUDY – CONSULTANT SELECTION AND PROJECT SCHEDULE
3. AIRPORT MASTER PLAN – DECEMBER 3RD SITE VISIT, MPAC MEETING, PUBLIC MEETING
4. 2014 FINAL CALENDAR YEAR ENPLANEMENT DATA – FAA
5. AIRPORT FINANCIAL REPORT FY 15/16 – 1ST QUARTER (JULY-SEPT)
6. AIRPORT MANAGER RECRUITMENT PROCESS – UPDATE

MATTERS FROM MEMBERS OF THE AIRPORT ADVISORY BOARD

PUBLIC COMMENT (PUBLIC COMMENT LIMITED TO 5-MINUTES PER PERSON)

ADJOURN

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

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AIRPORT ADVISORY BOARD MEETING
Thursday, July 9, 2015**

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**MINUTES OF THE
MEETING OF THE
AIRPORT ADVISORY BOARD
Thursday, July 9, 2015**

1. CALL TO ORDER

A regular meeting of the Airport Advisory Board, was called to order on Thursday, July 9, 2015, at approximately 4:00 p.m., by Stephen C. Ross, Chair, in the Airport Grill, Santa Fe Municipal Airport, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

Stephen C. Ross, Chair
Simon Brackley
Chris Ortega
Ron Krohn
Mark Miller
[Vacancy]

MEMBERS EXCUSED:

Troy Padilla

OTHERS ATTENDING:

John Bulthuis, Transportation Department Director
Elizabeth Martin for Melessia Helberg, Stenographer

There was a quorum of the membership in attendance.

A copy of the Sign-In Sheet for the Airport Advisory Board meeting of July 9, 2015, is incorporated herewith to these minutes as Exhibit "1."

AUDIENCE:

Larry Branstetter
Steven Bunch, Skyland Aircraft
Deyanira "Dee" Cerda, Envoy Air
Ken DeLapp, Landmark Aviation
Bobbie Ferrell, Senator Udall's office
John Ferguson, Avis
Kent Freier, Molzen Corbin
Mark Greenbury, Roadrunner Shuttle
Larry Haight, Sierra Aviation, LLC
Frank Hoback
Chris McCord, Santa Fe Police Department
Jeffery P. Miller, Landmark Aviation
Steve Rael
Jim Robins, N21VF/N87VF
David Roe
John Spain, Aviation Association of Santa Fe
Michael Szczepanski, NMSA
Lois Taylor
Bob Wood, Airport Controller

3. APPROVAL OF THE AGENDA

Chair Ross asked to move Items #1 and #2 under Action Items to Discussion Items, noting Mr. Bulthuis said these aren't quite ready for action, and we just got materials via email, so no one has had a chance to look at that.

MOTION: Ron Krohn moved, seconded by Simon Brackley, to approve the Agenda, as amended.

VOTE: The motion was approved unanimously on a voice vote.

4. APPROVAL OF MINUTES – JUNE 11, 2015

The following correction was made to the minutes:

Pages 10, 15 and 17, change "Mr. Miller" to "Mr. Krohn."

MOTION: Chris Ortega moved, seconded by Ron Krohn, to approve the minutes of the meeting of June 11, 2015, as amended.

VOTE: The motion was approved unanimously on a voice vote.

5. PUBLIC COMMENT

Jim Robins said most of the people here tonight are concerned about the item on the agenda, Security Staffing Update.

Chair Ross said that has been moved to discussion items, and we are not taking action on that tonight.

Mr. Robins said there is lot of confusion about what is and is not happening at the Airport. He said he doesn't want any armed uniformed Police on this airfield ever. He said there are ways to handle security at this airport that do not involved armed, uniformed personal, whether it is the Police Department or private security. He said he has spoken with airport employees who don't want to be named, and they have some ideas for you to think about. They want to get rid of the key pads, and reduce the number of entry points operated by key cards. He said fifteen gates are overkill for the size of the Airport. He said there is no issue with the driving course followed by a personalized entry card.

Mr. Robins continued, saying better air carrier markings for air carrier operations are an issue. There are FAA written recommendations for how to improve the markings out here. He said other issues include the protection of air carrier operations on this side of the fence, painted stop signs and better painted markings. He said it takes four seconds for the gate to close, and you have to wait for the gate to close. He said the police are on duty at the terminal from 6:00 a.m. to 10:30 p.m., which is okay, but he doesn't want any armed uniformed police or security present on the air field ever. He said, "It is offensive, repugnant and makes us look like idiots." He said we aren't idiots.

Mr. Robbins continued, saying he said he is sick of the anecdotes about theft of this, and fuel this and fuel that, commenting he knows of only one *bona fide* case of fuel theft, and they called 911, and the Police came and made a report. He reiterated that we don't need armed uniformed people going up and down our general aviation ramp. It's overkill, it's offensive, it's repugnant, and please do not do it. It makes us look like a third world or worse.

Chair Ross said we will hear this item again next month.

John Ferguson said he wants to talk about parking. He has managed Avis here at the Airport for the last three years. And lately there is a company that is parking their cars in Avis parking spaces. He said they are violating our space. He said Avis bid as a contractor on the space and got the space. Those who are parking there did not. He said they are taking business away from us and others. He said yesterday two planes came in at the same time, and he got one person, Hertz got one person, and Enterprise got two car loads. He said this is money coming out of their pocket. He said it is getting worse and to the point where we have to do something about this. He said if they are allowed to park there and do paper work right there it will continue. He said their ads say they are at the Airport and they are not.

Frank Hoback said he wants to talk about the Airport renovation and remodeling. He said this is just a stop-gap measure, and is just moving the mess around 180 degrees. He said maybe you should think about waiting a bit, put the money back in the bank and do a meaningful expansion renovation of this Airport. He said the marketing is terrible. He said air traffic in Santa Fe is never going to be the same, and unless we do something with some foresight we will end up with another disaster.

Chair Ross said the City Council has directed that the Airport renovations be discussed at the next Public Works Committee here at the Airport, on Monday, July 27, 2015, at 5:00 p.m.

Mr. Bulthuis said it will be a formal public hearing to gather more public comment. He invited anyone who would like to attend and speak, and to please come and participate.

Lois Taylor said she wants to echo what Mr. Hoback said. She said she is very glad to see that we are going to have more public input on reorganizing the airport. She said it is a charming place. She said as a tourist when she first came here she was thinking she was in the middle of Casablanca. She said it is a lovely Airport and needs to be preserved.

6. PRESENTATIONS

1. MATTERS FROM THE AIRLINE STATION MANAGER (DEYANIRA "DEE" CERDA).

Ms. Cerda said she tallied the passenger totals from January to June, noting we started with 7,000 and ended with 15,000 in June 2015, with a total of revenue from passengers of \$68,390. She said the last day for Los Angeles operations is September 7, 2015, but in late September we get another flight to Denver. They will be operating 3 Dallas flight rounds a day and 3 rounds to Denver. She said she is happy to answer any questions.

2. AIRFIELD PROJECTS UPDATE (KENT FREIER MOLZEN-CORBIN)

A copy of Santa Fe Airport AIP Update, dated July 9, 2015, is incorporated herewith to these minutes as Exhibit "2."

Mr. Freier presented information, commenting he is making this presentation at the request of Mr. Padilla. Please see Exhibit "2" for specifics of this presentation.

Mr. Ortega asked if we are on schedule with the north ramp.

Mr. Freier said probably not because our schedule was interrupted last year. He said he is working with the FAA.

Mr. Ortega asked if the east apron is on the list.

Mr. Freier said yes, it is Item #10.

Mr. Ortega asked if that will be a higher priority.

Mr. Freier said no *[the rest of his response is inaudible]*.

7. ACTION ITEMS

1. APPROVAL OF SIGNAGE DESIGN DESIGN PLAN – PARKING LOT AREA

This item was moved to Discussion Items.

2. APPROVAL OF AIRFIELD ACCESS CONTROL PLAN – PROTOCOLS AND IMPLEMENTATION SCHEDULE

This item was moved to Discussion Items.

8. DISCUSSION ITEMS

1. APPROVAL OF DESIGN PLAN - PARKING LOT AREA

A copy of Santa Fe Airport Parking Signage, Santa Fe Airport, Frank Nichols Design, is incorporated herewith to these minutes as Exhibit "3."

Mr. Bulthuis said Board members should have received a packet with proposals for redesigning and replacing signs [Exhibit "3."]. He said he has some concerns about the specifications and if they meet the engineers requirements, and it relates to some extent to enforcement. He said the tandardization may not be what we need it to be. He said we need to take a second look and make sure we can support this signage in the future. We are trying to have a little friendlier approach in terms of arrival to the airport. We want more welcoming signage that is a little softer around the edges. He said he would like to work with our traffic engineering group, make revisions and then put this on the agenda for approval next month.

2. APPROVAL OF AIRFIELD ACCESS PLAN - PROTOCOLS AND IMPLEMENTATION SCHEDULE.

A copy of Santa Fe Airport Airfield Access Control Subcommittee Recommendations, AAB meeting on July 9, 2015, is incorporated herewith to these minutes as Exhibit "4."

Mr. Bulthuis said this is the big one. He said they have had one meeting with the subcommittee, which was attended by a whole host of people. He said they specifically discussed the Part 139 Inspector who came out last year and said there were too many access points. He said we need to update our equipment and the code for the gates, commenting we need better control generally.

Mr. Bulthuis reviewed the information in Exhibit "4." Please see Exhibit "4," for specifics of this presentation

Mr. Robins asked are they will be voting on this tonight.

Chair Ross said no, we will do that next month.

Mr. Robins said if you go to a gate card that is personalized you don't need police.

Mr. Bulthuis said this is where we need to be ultimately. And they are looking to consolidate access points, not in a huge way, but a reasoned way, and then investing in those access points to build technology so we can be where we need to be.

Mr. Robins said the technology is available.

Mr. Bulthuis said he knows the technology is there, but he doesn't know if we have the budget for that, commenting there may not be sufficient funds for this ultimate solution in one fell swoop.

Mr. Robins said, "If an interim step is an ID badge and the Police Department is involved good luck doing that."

Mr. Haight asked for a list of the subcommittee members, so he can talk to them.

Mr. Bulthuis said he will get one to him.

Mr. Ortega said we have heard bits and pieces about this, and there is confusion about all the items that must be implemented and what are good ideas, and asked the finding that is driving this.

Mr. Bulthuis said it was not a finding, so they aren't under a 90 day gun, but it is something they have to deal with. He reiterated that we were given a year to work on these things and we have to show progress when the inspector comes next year.

Mr. Ortega asked if the security presence is separate.

Mr. Bulthuis said yes, the airfield security and terminal security. He said in the past we contracted for private security through a bidding process, and the performance was not where it needed to be. He said ultimately, the company who won that bid could not sustain the service. He said they weren't making any money, and we had concerns as well. He said they withdrew as of July 1, 2015. He said they had discussions with the Police Department earlier in the year about their facilities on the Airport. He said one of the suggestions from those discussions was that the Police Department provide security. He said there is no formal agreement, but the City Manager set up the system we are implementing now as a test to see if it works. It provides a better presence and a more professional law enforcement presence for commercial activity. He said there are two issues, the Field and the Terminal, noting there are new standards and requirements that were not in place before.

Mr. Bulthuis introduced Sgt. Chris McCord, Santa Fe Police Department who is assigned to the airport as the Police liaison.

Sgt. McCord said he walked the Airport and met a lot of nice people. He said he has been here for two weeks and there have been challenges, noting that he had to escort someone off the field who shouldn't have been there who wanted to take pictures of airplanes.

Sgt. McCord said there were complaints the first day from tourists, such as why speeding wasn't addressed, noting 3 out of 5 cars were running over the speed limit, one of which was an Airport employee. He said he clocked a fuel truck at 83 miles an hour, and they can't stop quickly. He said he instructed immediate enforcement on speeding and they will be doing random speeding checks. He said the speed limit in the parking lot is 35 mph, and we need to look at that. He said the speed limit is way too high, and it should tier down prior to coming through the gate to the Airport where it should be 5 mph. He said they have issued 16 citations and a lot of warnings. He said people were shocked that we are enforcing the speed limit. He said he prefers educating the public to let them know the right way to do things, rather than having to take enforcement action.

Sgt. McCord said regarding the terminal side, this week alone they have generated seven police reports, including items stolen from the parking lot, vehicle damage, one car crash, a suspicious package in the terminal that had to be documented and 3 suspicious persons entered the terminal and had no business here. He said one of them was very unruly, intoxicated and was escorted off the property. He said at the last minute, he decided to leave, so they didn't have to arrest him.

Sgt. McCord said they support the TSA function. He said they encountered several passengers in the last two weeks they have come very close to having to arrest. These are the kinds of things they are encountering. He said one person had a hand grenade which wasn't active, but it was a huge thing. He said people need to leave grenades at home, commenting if grenades are making it to the airport that has a huge impact. He said they have had two such incidents in the past two weeks.

Mr. Robins said the grenades were inert.

Sgt. McCord said that is true, so they did not have to evacuate the airport, noting if they had been on the ground, they would have left them there and called the bomb squad. Sgt. McCord passed around photographs of the contraband they have found on passengers in the past two weeks. He said people were reluctant to give these items up, but if they don't comply, they won't be flying. He said some people are even hostile. He said there have been issues of overcrowding, and there have been arguments in the waiting area where they had to separate people. He said they give everybody the opportunity to do the right thing, to take the item to their car, but most

people don't want to do that. They really want to keep the knife, reiterating sometimes they get very hostile. He said this isn't going away and these issues will be here from now on. He said, "We are doing the best that we can with that stuff, and I think we're making a lot of difference."

Sgt. McCord said hopefully, the complaints about speeding traffic on Aviation Drive will taper off. He asked people to let the Police know if they see anything amiss. He said we are here at the airport to support you. He said he was an aircraft firefighter for 7 years and knows and understands many of the regulations.

Sgt. McCord said you won't see the Police get into a vehicle pursuit on the ramp. He said much of what they do, such as random checks, comes from TSA, commenting that they do random checks from the end of this building all the way down. He said they may have to take additional security measures as well, because of things such as gates being left open. He said they have met all the flight crews and know them well. He said anyone other than the flight crew will be checked. He noted he found a hole in the fence, and that coyotes and dogs were running around inside of the fence south of the National Guard. He has requested that the fence be repaired.

Mr. Robins asked if you are patrolling all of the perimeter.

Sgt. McCord said yes. They check locks and fences, commenting they have found people who shouldn't be here during graveyard hours. He said there are people out here drag-racing. He said it is a challenging situation, and we don't know where those people are, especially during the nighttime, and there is no way for law enforcement to make sure someone can or cannot be here, which is their frustration. Sgt. McCord said he doesn't want anybody at the Airport after hours. He said there should be no random people, and there is no way to identify that. A lot of people know the gate code, noting if one person tells another, they tell another and so forth. He talked about various situations he's experienced, and said they are trying their best to protect your way of life. He said the misconception is that we are taking over, but that is not the case, we are here to help you.

Jeff Miller said they invited TSA out today to look at the gate traffic. *[inaudible here]*

Sgt. McCord said he thinks every time he bolts a gate he thinks he is reading a novel, because there are a lot of signs on the gates with a lot of wording.

Mr. Miller said in other airports each request is in on a separate sign.

Chair Ross said we are going to stop here. We are going to count this as the security staffing update as well.

3. PARKING POLICIES, PROTOCOLS AND PRACTICES.

Mr. Bulthuis said we are not ready to do this today.

4. SECURITY STAFFING UPDATE – POLICE DEPARTMENT & BLACKSTONE SECURITY.

This item was covered under Item 2 above.

5. PROPERTY APPRAISALS – BUILDING 3002, POLICE DEPARTMENT FACILITIES, ATC TOWER

Mr. Bulthuis said we are working on the leases. We need a tower lease and an appraisal on that, as well as a legal contract. He said Building 3002 also needs to be appraised. He said the lease with the Jet Center is for temporary use. He said the Police installation needs to be appraised to get market value. He said having the Police Department on sight gives us the ability to access grant sources that are available if law enforcement is on site. He said we might be able to access funding that we have not been able to access previously.

6. OPERATING AND LEASE AGREEMENT NEGOTIATIONS – AMERICAN, UNITED, ELITE AIRLINES

Mr. Bulthuis said this is an on-going effort. He said our contracted consultant is working on rates and fees. He said Elite's CEO is going to meet with the Mayor. He said Elite's corporate offices are in Portland, Maine, and they also have an office in Florida. He said Elite's representative came out and met with the station manager and the FBOs but that is it so far.

Mr. Robins said American Airlines is no longer doing the flight from here to Los Angeles, and asked if Elite could possibly take over that service.

Mr. Bulthuis said they are looking at that.

7. REVIEW OF AVIATION DIVISION FY 2015 FINANCIAL STANDING – ACCOUNTS RECEIVABLES

A copy of *Historical Data on Airport Revenues 07/09/2015* is incorporated herewith to these minutes as Exhibit "5."

Mr. Bulthuis said the report is considerably better, noting the credit goes to Bobbi Mossman, although her boss is "calling her back home" now. He said Ms. Mossman got the books straightened out and sent out all the invoices. She caught up with the tie-down accounts and is letting people know their current status. He said she has been working throughout the negotiations and her work is helping our books look better. He said the next big one is lease agreements, noting we are very close to our budgeted amount.

Mr. Bulthuis provided copies of Exhibit "5," to the members of the Board.

8. AIRPORT MASTER PLAN – AUGUST 6TH MEETING SCHEDULE

Chair Ross said the question is should we have our regular meeting that same day after this meeting.

Mr. Ortega said he is okay with that.

Mr. Frier said that meeting usually starts at 1:30 p.m.

Mr. Bulthuis said that is up to the Board and the public.

Chair Ross said he is a little concerned about the Access Control Plan.

Mr. Bulthuis said this Board typically meets at 4:00 p.m., and perhaps we could slide that meeting up to 3:00 p.m.

Chair Ross said can we do that.

Mr. Brackely asked if there is going to be another meeting with the Governing Body.

Chair Ross said yes, at the July 27, 2015 Public Works Committee meeting.

Chair Ross said lets try 3:00 p.m. for our meeting.

9. MATTERS FROM MEMBERS OF THE AIRPORT ADVISORY BOARD

Mr. Krohn said said Mr. Bulthuis is doing an exemplary job filling in as Airport Manager. He asked the status of the search for a full time manager.

Mr. Bulthuis said the position was posted again. It is open until July 31, 2015. The City Manager has asked for the selection committee to look at the pool of candidates. He said we can extend the search if we don't have good candidates. |

Mr. Brackley said he is concerned about the letter in the paper regarding proposed changes in the Airport terminal building. He said there has been substantial opportunity for the community to comment. He said we aren't proposing to make significant changes to the outside of the building, noting we are changing only the front door area. He said people need to understand that this building is inadequate in every way. He said the idea that this building can stay the same and meet modern needs is simply not true and not feasible. He said to say that the public has not had their say is ridiculous.

Mr. Bulthuis said he tried his best at the Council meeting last night to say that. He said there was a desire by the Governing Body to have an additional comment period about the process and to get input on what the plan looks like and what the exterior of the building will look like, noting it will be advertised in the paper.

Sgt. McCord said an idea that came up today from a tourist was to put a comment box in the terminal.

Mr. Frier said Councilor Bushee suggested that we develop comment cards and they are in the process of doing that at this time.

Chair Ross said he agrees 100% that the news article was misleading.

Mr. Krohn said said he agrees that it will take a lot of effort to bring the building to contemporary standards, commenting that the City has given us zero financial help

10. PUBLIC COMMENT – PUBLIC COMMENT LIMITED TO 5 MINUTES PER PERSON

Dee Cerda said she was shocked a year ago to learn that everyone knew the access codes. She said overnight two pieces of her equipment were gone. She said her mechanic took it to Albuquerque and never asked her or told her. She said we have to enforce security on the ramp.

Michael Szczepanski said if there are capital improvement funds available, he believes they should be spent to address real security issues such as a visual scope and access control. He said he worries about an understaffed airport and now we have to find staff to manage it. He would like to see a written policy – who is entitled to be at the airport, who is allowed and who is not, and what are the criteria. He asked about access to the Airport during off hours. He said one of the benefits at this Airport is that it allows pilots to operate in off hours. He said there needs to be general access to the Airport north ramp, with gates you can drive through. He said there are a lot of complicated issues. He said he hopes we take our time and implement this where everyone is notified and gets a chance to be involved. He said our airport community is one of our greatest security assets.

Lois Taylor thanked the Board for its efforts in trying to solve the various problems. She would like to know where to go to get information about what is going on. She said she didn't know about the issues with regard to revamping the airport.

Mr. Bulthuis said that is an issue generally across the City. He said the City has a web page with a listing of the weekly meetings, and a listing of all City boards and commissions, along with the most recent agendas and minutes.

Ms. Taylor said the Board shouldn't despair, commenting that dealing with the public is difficult, and you are bound to run into criticism, and thanked the Board for all its efforts.

Bob Wood said he agreed with Mr. Szczepanski and wishes we would put some thought and money into approach slope indicators that will prevent a crash. He said he also shares his concerns about after hours access, commenting he has run into that himself as a pilot. He said he doesn't have a solution, but it needs to be addressed. He asked, with regard to signage, if there would be an opportunity to change the traffic flow with markings in the parking lot to go to a single loop. He said it would be wise to consider signage "One Way Do Not Enter." Mr. Wood suggested, regarding access cards, that we should have cards that work on a proximity access rather than a reader. He has spoken at length with Mr. Ortega about the Police Department being at the Airport, saying, "I am in favor of it." He said the response from the Police Officers inside the gate area far surpasses what they got from the old provider. He said there is respect for the public. He is glad he is glad they are patrolling the fence. He said there is no non-measured response which he applauds.

Mr. Bulthuis said somebody said that we have a new dance partner at the airport and we are stepping on each others toes a bit. He said coordination is going to happen and the Police presence is really a valuable thing for everyone. He said as we start talking about making these changes we will do them in a methodical way.

Mr. Bulthuis said, with regard to Mr. Szczepanski's comment about ID cards, that is a concern of his as well. He said we are not required to do it. However, requests from our regulatory agency to do more that we are doing is driving it. He said he is working with TSA to define exactly what those requirements are and are not. He said he will sort through all of that and get more detailed information back to the Board.

Jim Robins asked if we can make sure the driving test can be taken on line.

Mr. Bulthuis said we working on that. He said there are ways we can get some components of it done on line, but there may be a requirement for some to be done on site.

Mr. Ortega showed the Board the document that can be obtained on line.

11. ADJOURNMENT

There was no further business to come before the Board

MOTION: Mark Miller moved, seconded by Chris Ortega, to adjourn the meeting.

VOTE: The motion was approved unanimously on a voice vote, and the meeting was adjourned at approximately 6:00 p.m.

Stephen C. Ross, Chair


Melessia Helberg, Stenographer

SAF AAB
July 9, 2015

AIP Update

AIP 3-35-0037-41-2014; NMDOT AD SAF-15-01
Airport Master Plan
Next meeting, PAC, PIW on August 9, 2015
Have aerials
Have some digital terrain models, but not all.

Terminal Building Renovations
NMDOT AD SAF-15-04

AIP 3-35-0037-40-2014; NMDOT AD SAF-14-01
Taxiway F Extension
Final Engineer's Report
All reimbursements in to FAA and State
FAA Flight check pending

AIP 3-35-0037-39-2014; NMDOT AD SAF-13-03
Runway 2-20 MIRL
Final Engineer's Report
Working on final reimbursements
FAA Flight Check pending

AIP 3-35-0037-38-2014; NMDOT AD SAF-13-01
Runway 10-28 MIRL
We believe that this is now closed and done.

Next:

TW G Design and Construction
TW D Design and Construction
RW 2-20 South end Resurface
RW 10-28 Resurface, X to TW C
E Apron Maintenance
N Apron Maintenance
RW 33 RSA earthwork
State Marking
Maintenance Grants

Exhibit 2"

**SUMMARY OF ACTION
AIRPORT ADVISORY BOARD
October 1, 2015**

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**AIRPORT ADVISORY BOARD MEETING
SANTA FE MUNICIPAL AIRPORT
Thursday, October 1, 2015**

1. CALL TO ORDER

A meeting of the City of Santa Fe Airport Advisory Board Meeting was called to order by Chair Steven Ross at 4:00 pm on Thursday, October 1, 2015 at the Santa Fe Municipal Airport, Santa Fe, New Mexico.

2. ROLL CALL

Members Present

Stephen C. Ross, Chair
Chris Ortega, Vice Chair
Simon Brackley
Ron Krohn
(Vacancy)

Members Absent

Mark Miller
Troy Padilla

Others Present

John Bulthuis, Transportation Department Director
Kent Freier, Molzen Corbin
Noel Correia, City of Santa Fe Parking Division
Captain Andrew Padilla, Santa Fe Police Department
Elizabeth Martin, Stenographer

There was a quorum of the membership in attendance.

A copy of the Sign-In Sheet for the Airport Advisory Board meeting of October 1, 2015, is incorporated herewith to these minutes as Exhibit "1".

AUDIENCE

Bernard Doo-Kingue, Hertz
Steven Bunch, Skyland Aircraft
Jeff Miller, Landmark Aviation
Mark Greenbury, Roadrunner Shuttle
William Aneshensel, Aviation Association of Santa Fe
Bobbie Ferrell, Office of United States Senator Tom Udall
John Ferguson, Avis

Bob Wood, Santa Fe Airport, ATCT Manager
Lisa Van Allen, Santa Fe Airport Grill
Michael Szczepanski, Santa Fe Sport Aviation

3. APPROVAL OF AGENDA

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

The motion passed unanimously by voice vote.

4. APPROVAL OF MEETING MINUTES: August 6, 2015

A motion was made by Mr. Ortega, seconded by Mr. Krohn, to approve the minutes of August 6, 2015 as presented.

The motion passed unanimously by voice vote.

Chair Ross asked that approval of the July 9, 2015, be put on the next agenda.

5. PUBLIC COMMENT

Captain Andrew Padilla, Santa Fe Police Department, Aviation Police was introduced. He said the commitment of the previous administration cannot be fulfilled any longer by the Aviation Division. We will cease to provide officers at the airport on October 9th. We will have a one week transition period and will do training with officers regarding their response to incidents or suspicious packages or weapons at the airport.

Chair Ross said he is not happy to hear this. Jon is working to mitigate this situation if possible. We certainly appreciate your service up to now.

Mr. Doo-Kingue asked is this a permanent move. He seconded what the Chair said. He got used to their presence here and our customers appreciated the police presence. If there is anything we can do to help get the police back here he is willing to help.

Captain Padilla said it is all about minimum staffing levels. We have seventeen vacancies right now. When we get our staffing levels up, we will revisit this.

6. ACTION ITEMS

1. ADOPTION OF AIRFIELD ACCESS CONTROL PLAN - PROTOCOLS AND PROPOSED IMPLEMENTATION SCHEDULE

Mr. Bulthuis said there is a draft plan in your packet. This is a more substantial version than you have seen in previous meetings. It is based on comments we received from the Board and others.

Mr. Bulthuis reviewed the draft plan. He said this is a work in progress that we would like to show the Inspector who is coming in a couple of months. Chair Ross worked extensively on this. This where we are today.

Chair Ross said he looked up what the regulations were for this Policy. He drafted Section A so people could understand why the Policy is being put into place. His comment is still on the second page. Jon may want to delete that. On the second page regarding the bullet that says working with the Police Department, most airports across the state have regulations that are passed by Ordinance. They include statements that say trespassing on the airport grounds is illegal. If we are leaving this bullet point in we may want to pass something like that to give the police enforcement power and a crime they can charge the trespassers with.

Mr. Bulthuis said the decision that the Chief has made is strictly about the staffing levels. If the staffing levels come up to fully staffed that decision would be reconsidered. One other thing committed to by the Chief is to maintain a liaison between the Police Department and the airport assigned to provide oversight of security and continuity. We would still have that assistance from the Police Department.

Chair Ross said he added a bullet point at the bottom of C regarding our participation in the airport watch. His suggestion is to add that.

Mr. Krohn said it is pretty straightforward. He has no questions.

Mr. Ortega asked where does this go next.

Mr. Bulthuis said we need an Implementation Plan. We have the Policy in draft. If it is approved, we will sketch out an Implementation Plan and get that to the Board for approval.

Mr. Ortega asked will the Implementation Plan have dates and specifics.

Mr. Bulthuis said yes it will. He would appreciate any guidance from the Board as

he assembles that.

Mr. Ross asked is the money to implement this available in the budget.

Mr. Bulthuis said we don't have money in the budget currently but this is a mandate. We will have to work with the City Manager and make sure we get the resources we need for this public safety, security issue.

Chair Ross said it would be awkward if we go forward with this and then do not have the funds to implement it.

Mr. Bulthuis said the City is beholden to do this.

A motion was made by Mr. Krohn, seconded by Mr. Ortega, to approve the draft.

Mr. Bulthuis said maybe the 4th bullet down should be edited to say that as funds are appropriated.

Chair Ross asked will we see the Implementation Plan at the next meeting

Mr. Bulthuis said yes.

Mr. Krohn and Mr. Ortega agreed to add Mr. Bulthuis's statement to the motion.

The motion passed unanimously by voice vote.

2. AIRPORT FIVE YEAR CAPITAL IMPROVEMENT PLAN

Mr. Bulthuis said the Plan is in our packet. This request came from the City Finance Director who is developing a Capital Budget for the entire City, across all departments. At the last meeting we talked about the Airport Improvement Plan. From that we drew these projects out. We are limited to projects that have a reasonable likelihood of implementation. One that may not fall into that category is Runway 220's complete renovation. That one is a bit more uncertain. The other projects have a good certainty of rolling out within the five year horizon. The projects in here are not new. They were included in the program you looked at last month.

Mr. Freier said part of the Finance Director's goal is to get to the Bateman Act. The City Council needs to approve every project every year. Projects do not roll out from one year to the next. The ACIP is what we work with. Airport Capital Improvement Program is the full name. We pulled our projects from our CIP. It will cost \$8 million to do the renovation construction on 220. Our Congressional delegation is working on obtaining that funding from the FAA. That has been my biggest nightmare, taking on Runway 220. We don't have cracks coming up from underneath but we have to

address the runway and it's aging.

Mr. Freier reviewed project by project from the packet.

Mr. Freier said we are working with the FAA now regarding funding and what they believe would be a sensible project for next year. The Entitlement money is ours but we will be asking for more than that. When they decide what projects to do they could throw in what ever they like if they have enough money. We negotiate with them every year.

Chair Ross asked where does aviation fit into that.

Mr. Freier said Jane Lucero is instrumental in getting as much money as possible for our state and airport.

Mr. Krohn said you said you are ready to put the Terminal Renovation out to bid. He said he understood that the Historical Division with the City of Santa Fe is working on making the Airport Terminal a historic site. How will that effect this project.

Mr. Bulthuis said at the present time there is no historic designation on the Airport. The HDRB did meet and recommend that the Terminal Building be designated as a landmark under the City code. The recommendation is to the City Council. It will be placed on the Council agenda and the Council will decide to approve or pass on it. Our project is 90% complete in terms of design. We do anticipate getting out to bid on schedule as presented to the Board. It is not a conflict at this time. We will keep you posted. I would appreciate the Board's participation in that conversation and public comment.

Mr. Freier said we have given them drawings from the 1957 original construction and renovations subsequent to that. There is a lot there that is not original. If it does get placed on the Historical Register that can be good or bad. The National Park Service does not want the public fooled regarding what is original and what is not.

Mr. Bulthuis said it is important to distinguish between the City's designation as a landmark vs the building being placed on the National Historic Register. They are two very different things. How development is regulated is very different between the two. The City is considering this issue at this point because the State Historic Office wrote a letter stating that the facility would be eligible to be placed on the National Historic Register. That is not a quick process. It requires a full architectural survey. Someone would have to pay for that.

Mr. Freier said if it is done, it would be because someone from the City wants it done.

Mr. Bulthuis said yes and no. The State could act without the City. They would have to go through the full process and that does not happen over night.

Chair Ross asked when would you expect the landmark designation to hit the City Council.

Mr. Bulthuis said they are targeting the second Council meeting in October. The City Historic Preservation Officer is working on getting it on the schedule. The second Council meeting will be on October 21, 2015. It has not been calendared yet but that is the target date. I will keep the Board appraised.

Chair Ross asked can we get a copy of the SHPO letter.

Mr. Bulthuis said we have two letters. SHPO and the letter explaining the designation to the Board. I will send both letters out to Board members.

Mr. Krohn said if the landmark designation is approved will that derail our process.

Mr. Bulthuis said it would allow the City and the Historic Design Review Board a more integrated hands-on review of the plan. They would make recommendations to the Council. Then it would go to Council for approval up or down. The Landmark designation still keeps that designation local. If it is put on the National Historic Register then local control is gone. It will be within the purview of the National Parks Service.

Mr. Freier said we are not changing the appearance of the building. Most of the work is inside.

Chair Ross asked will it mess up your timetable.

Mr. Bulthuis said that is a possibility. It depends on when it is calendared and what the decision is and where we are in the project development process.

Ms. Farrell asked where are the FAA budget numbers from. Is any of it committed yet. Should I follow up with Jean Lucero.

Mr. Freier said yes, she works with them.

Mr. Krohn asked is FAA funding available for terminal expansion for commercial airports based on their deplanement counts.

Mr. Freier said yes, but we choose not to pursue that. It is kind of like robbing yourself.

Mr. Bulthuis said parts of it are eligible and parts are not.

Mr. Freier said non revenue production common areas are eligible.

Mr. Krohn said a big portion of the need is for TSA, Security and areas that are not concessions.

Mr Freier said he agreed.

Mr. Brackley said we need to emphasize that this is funded, designed and moving to the next step and that the aesthetic of the building are not affected.

Mr. Bulthuis said there may be some people who would contest that. Some things will be added that are not there now, although, we did minimize that.

Mr. Ross said when we walked around with the Public Works Committee, there were many people there who felt the renovations did not comply with the historic nature of the building.

Mr. Ortega asked what five years does the Capital Improvement Plan cover.

Mr. Freier said 2016 through 2021.

Mr. Ortega said regarding the ACIP you shared with us, in July some projects are there and some not. Why is that.

Mr. Freier said he had not yet updated the ACIP on the system.

Mr. Ortega said you are saying this is out of date.

Mr. Freier said yes.

Mr. Ortega said the north apron work, in the ACIP it is listed for \$800,000 in 2016. In this document it shows \$500,000. Wouldn't it be more prudent to do the whole thing.

Mr. Freier said he did not have a good answer right now. It depends on how old the ramps are. It is not twenty years old yet so it is hard to get FAA support.

Mr. Ortega said it raised a question for him that goes back to the fact that you have \$1 million to help with the terminal that is not available for the airfield. Is this list prioritized or not and is it a random choice of what to pull out. The funding amounts seem to change. When we are asked to approve it, he gets a bit uncomfortable because it is always changing.

Mr. Freier said he has not updated the CIP because there is a lot of difference of opinion.

Mr. Bulthuis said he did see the shifting Mr. Ortega is talking about. He said we are trying to do the best job we can to be responsive to FAA. We will work toward getting the CIP updated.

Mr. Ortega said so you are saying it is not accurate but will be soon.

Mr. Ortega said at the last meeting we talked about approach slope indications and you said they would be pulled out and included as a priority.

Mr. Frier said we are working on Taxiway Gulf's edge lighting system.

Mr. Ortega asked would the airport have to wait now until that happens.

Mr. Freier said we can pull that out as a separate item. We can ask for \$70,000 to \$80,000 for a PAPI for next year. It can be done either way.

Mr. Ortega said he thinks they should be done separate and sooner.

Mr. Freier said he will separate that out.

Mr. Ortega said or set up one project for the approach slope indications.

Mr. Ortega said all the approach slope indications here are owned by the FAA. If we replace them then the City has to maintain the new ones. That is why the CIP gets complicated. 102A is a candidate for that as well.

Mr. Ortega asked is it better to wait for the Federal Government to maintain them and in the meantime we don't have what we need.

Mr. Ross asked is there any likelihood that they will change their mind and install a new PAPI for us.

Mr. Freier said no, they probably will not. He can see what he can do.

Mr. Ortega said you said they cost about \$70,000.

Mr. Freier said they cost between \$75,000 to \$100,000 depending on how far we have to go for power.

Chair Ross asked what action do you want us to take.

Mr. Bulthuis said we need approval of projects in the Five Year Plan.

Chair Ross asked if we do does that mean we can't make changes.

Mr. Bulthuis said no, it is basically a place holder. The Finance Director wants to get an idea of what the amount of City contribution is needed. There will be opportunities to revise the list going forward.

Chair Ross said some priorities may change depending on how the Master Plan goes.

Mr. Bulthuis said the intent of the Finance Director is to have a Capitol Plan and budget to parallel the regular budget every year. There will be a opportunity every year to revise it.

Mr. Bulthuis said our job is to forecast our needs to the best of our ability today. We don't have the money yet. This is a planning exercise.

Mr. Ortega said it is really a planning document not what is going to comprise the five years of spending because we have to reapply every year, over and over.

Mr. Bulthuis said yes.

Mr. Freier said the Finance Director is playing catch up now to get the numbers in and then every year we look at it for that year.

Mr. Bulthuis said we have several planning documents. There are multiple layers to this.

Chair Ross said if a project is not on here is that a problem if you try to do it. Like the key pads.

Mr. Bulthuis said potentially yes. That is a good catch. Just give me direction to add that.

Chair Ross asked what other things are we not thinking of that could come up.

Mr. Bulthuis said the parking lot improvements and there is a strong desire to deal with providing servicing for the ground transformation rental and shuttle. That is an excellent point.

Mr. Ortega asked does this have to be acted on now or can it wait.

Mr. Bulthuis said the Finance Director is committed to have a Citywide Capital Improvement Program before the Finance Committee in early November so it has to be done this month. Approve this and then he can bring additional projects back or add projects now.

Chair Ross said at a minimum add those and we will give you the latitude to add what ever you see that is necessary.

Mr. Bulthuis said the push we got was not to make this a wish list where there is no real hope to get these projects done within the next five years. The two we just talked about should be added.

A motion was made by Mr. Ortega to approve the Five Year Capital Improvement Program as presented with the addition of projects and funding to support the Parking Plan, adding three Approach Indicators, having automated gates and ground transportation facilities. The motion was seconded by Mr. Krohn.

The motion passed unanimously by voice vote.

7. DISCUSSION ITEMS

1. PARKING POLICIES, PROTOCOLS, PRACTICES

Mr. Bulthuis said the Board has before them the scratch plans Molzin Corbin provided. There are three versions of the plan. These plans are incorporated to these minutes as Exhibit "2". He said this is an unresolved policy issue. There are also bullet points included in the meeting packet. This puts possibilities on paper to inform the policy discussion. Noel Corraera is here today. He is the City Parking Division Director. We have a few of the steps in the upgrading of the parking completed, but we have quite a few unresolved issues. Today this is for discussion and for comment and guidance to move forward to formalizing the Parking Policy.

Mr. Freier walked the Board through the maps and asked for ideas.

Mr. Ferguson said the two lanes are stop and go. The car rental companies might have issues.

Chair Ross asked how would you discipline people to stay in the lanes.

Mr. Freier said in Albuquerque they have uniformed attendants. We will have to have signage that says no unattended vehicles.

Mr. Bulthuis said we have that going on right now. There is crowding in the front area. The way the pavement markings are now with two way traffic is chaos.

Mr. Ferguson said there are two ways of getting in there. All in one would be a bottle neck for us. That is critical to me.

Mr. Greenbury said we could back in and go straight out, that would help.

Mr. Freier said you would hold up traffic.

Mr. Greenbury said we will do that either way. It was just a thought for the safety of the passengers.

Mr. Freier asked are you guys okay with one way traffic.

Mr. Greenbury said he had no problem with that.

Mr. Ferguson said getting my people in is my issue. How do we get our cars into our parking spots.

There was discussion about the parking lot options.

Mr. Bulthuis said he also wanted to address parking directly in front of the terminal. TSA frowns on that.

Mr. Aneshensel said when we had the Master Plan discussion, a fellow from the development company doing the interchange for the Development Park approached him about a privately owned parking facility. He sent him to Mr. Bulthuis.

Mr. Aneshensel asked can we get an economic grip on this lease land and pay someone to do a parking lot quickly. We would then have achieved the plan if we do not have to find money. Privatize the parking. It might be worth looking into.

Mr. Bulthuis said we can pursue that but the City has not been particularly focused on privatization. That does not mean we can't look into the concept.

Chair Ross asked if there were any more questions.

Mr. Ortega said regarding the bullet point sheet in the packet, it appears nothing has changed since July on it.

Mr. Bulthuis said not much has changed. Having this discussion today is where we needed to go. We need direction to move forward.

Mr. Brackley left the meeting. With his exit, there is no longer a quorum.

Mr. Ortega said there is no mention of short term parking. A lot of airport users need that. They just need ten minutes to do a bit of business. Is there a plan for the future for that.

Mr. Bulthuis said we talked about meters at a previous meeting.

Mr. Ortega said as opposed to the one hour minimum.

Mr. Bulthuis said yes.

Mr. Ross said he had one concern on all the drawings. People coming into the south ramp to access their aircraft or to work in the area are being forced to go in front of the terminal and this creates somewhat of a traffic jam.

Mr. Wood spoke in favor of the proposed one way loop. He said the extra twenty seconds it takes to drive around is a small inconvenience when it will be so much more safe in the long run. The employee lot is not adequate. We have had issues with lighting for employees leaving at night. There is an issue of throwing light at the tower as well.

Chair Ross said we lost our quorum.

Mr. Ortega asked how is the new parking arrangement going and how it is working or not working.

Mr. Bulthuis said the parking fees are not being enforced. That has to happen for us to see parking as a revenue base. We need to have a policy that addresses issues. Policy issues we have not resolved. He has gotten a lot of positive comments on machine parking. Some folks have had trouble using them but nothing is non operational out there now. It is more convenient for most people. Generally we have heard positive things.

Mr. Krohn asked is parking revenue up, down or sideways.

Mr. Bulthuis said he will get that for the next meeting. Part of the issue in terms of seeing it as a revenue increase is the enforcement element.

Mr. Ferguson asked why not enforce it. Enterprise cars are out there so long that one of them has two flat tires. They are not towed or ticketed or anything. They are not supposed to be here anyway.

Mr. Bulthuis said we need to have enforcement.

Ms. Van Allen said we see in the restaurant a lot of people who are traveling parked right up against the curb. A meter would help.

8. MATTERS FROM MEMBERS OF THE AIRPORT ADVISORY BOARD

Chair Ross said a 2016 meeting date list was handed out. Let Jon know if something is not feasible.

The 2016 meeting schedule is incorporated herewith to these minutes as Exhibit "3".

Mr. Krohn said he would like an update on the Airport Manager search.

Mr. Bulthuis said we now have made an offer to our top ranked candidate. We sent the final offer this afternoon and have not heard back yet.

Mr. Krohn said last month we had a discussion about licensing for airport vendors and about Enterprise having no license. The Chair asked for it to be on the agenda this month but, it is not here. Any progress.

Mr. Bulthuis said he met with the City Attorney who told him that they are able to access our public property if they pay the appropriate fees. We cannot not allow them to park if they are not paying the fees. They cannot solicit business on the property. If they are only meeting someone here and doing business off site the City cannot prevent that from happening. Soliciting business is a different thing.

Mr. Krohn asked what about advertising that their business is located on the airport property when it is not.

Mr. Bulthuis said he will ask that specific question.

Chair Ross asked is this something we can address in airport Rules and Regulations.

Mr. Bulthuis said definitely. One of the things he thinks the new Airport Manager is going to be tasked with is updating our minimum standards and development of rules and regulations that can be turned into an Ordinance.

Chair Ross said like abandonment of a vehicle.

Mr. Ferguson said when Jim was here he allowed Enterprise to access this place but not go into building They are still soliciting here.

Chair Ross said to Jon, you might put that to Kelly.

Mr. Bulthuis said that is not allowed, however we don't have an Airport Manager on site to enforce it.

Mr. Ferguson said they offer internet access too. Enterprise gives their address as the airport and they say they are open from 8:00 am to 10:00 pm at their airport address.

Mr. Miller said get them to take those links off their website.

Mr. Miller said when Enterprise or National comes to our counter we do not accept their contracts or keys.

Mr. Miller said we are dedicated to Hertz. We don't contact Enterprise, National or Alamo.

Chair Ross said Jon we need to keep working on this.

Mr. Greenbury said Uber is another thing. It is not regulated and they don't carry minimum insurance or do drug testing and are openly soliciting inside the airport. We have videos of them.

Mr. Bulthuis said that is a violation of the solicitation policy. We confronted the individual you are speaking about and he stated to the City Attorney that he does not solicit. We are not sure what action the City is willing to take.

Chair Ross said put that on the next agenda.

9. PUBLIC COMMENT

Mr. Szczepanski said you need to balance what the cost of enforcement is vs increased revenue. Also there are a number of different terms used in your document relative to the movement area, safety area and others. Delineation of area with barriers and fences is not practical. You may want to be careful with your language so we are actually regulating what we want to be regulated. After hour access needs further discussion such as calling out FBOs to let pilots in or out. There is a fee for that. It is \$100 to open the gate for access. It is a minimum of three hours charged.

Mr. Greenbury said that is not a great thing.

Mr. Szczepanski said regarding the issue of police not being here anymore, it is my understanding that the police are paying for rent for land out here for a shooting range. It may be a great time to move that somewhere else. I have to explain to my customers what all that is. It is also used for bomb disposal. There is automatic weapons fire and lots of shooting. He does not think an airport and a shooting range and a bomb disposal are compatible.

Mr. Ferguson said on the plans you are looking at, are you looking for ways to make quick revenue like using the abandoned building to do car washing. It could be quick revenue.

Chair Ross asked are you proposing to rent the property.

Mr. Ferguson said have the City do it and charge for it.

Mr. Bulthuis said that is exactly what we are talking about. Absolutely we are looking at other opportunities.

Mr. Wood said he totally agreed with Mike about reworking the idea of using an FBO for after hours access or exit. A pilot who flies in here after hours should be a responsible person. Give the pilot a gate code or something like that. It should be simple. My suspicion is most of them would be exiting and not returning after hours. There are limited occurrences. Concerning the slope indicators, we need them at least on #10 and #15 Runways. It is dangerous without them. He also stated that he supports the idea of rebuilding Runway 220, strengthening and lengthening. We need those improvements for commercial service. We need to have something that can carry more weight. When you are talking about automated pay stations, the signs designated where they are keep falling down.

Chair Ross said the only action we can take without a quorum is adjournment.

10. ADJOURN

A motion was made by Mr. Krohn, seconded by Mr. Ortega, to adjourn.

The motion passed unanimously by voice vote.

The meeting adjourned at 6:03 pm.

Stephen C. Ross, Chair



Elizabeth Martin, Stenographer



City of Santa Fe, New Mexico

200 Lincoln Avenue, P.O. Box 909, Santa Fe, N.M. 87504-0909

www.santafenm.gov

Javier M. Gonzales, Mayor

Councilors:

Peter N. Ives, Mayor Pro Tem, Dist. 2

Patti J. Bushee, Dist. 1

Signe I. Lindell, Dist. 1

Joseph M. Maestas, Dist. 2

Carmichael A. Dominguez, Dist. 3

Christopher M. Rivera, Dist. 3

Ronald S. Trujillo, Dist. 4

Bill Dimas, Dist. 4

Project description: The City of Santa Fe requests consideration of the Santa Fe Airport Terminal for landmark historic status.

Case number: H-15-089

Project Type: HDRB

PROJECT LOCATION (S): 121 Aviation Drive

PROJECT NAMES:

OW – City of Santa Fe
Santa Fe, NM 87504

200 Lincoln Drive
505-955-5934

AP – Mary MacDonald
Facilities Development Section
200 Lincoln Drive
505-955-5934

Project Administrator
City of Santa Fe
Santa Fe, NM 87504

BOARD ACTION

This is to certify that the Historic Districts Review Board (HDRB) acted on your request at their hearing on September 22, 2015. The unanimous decision of the Board was to recommend that the Governing Body designate the Santa Fe Airport Terminal Building as a Landmark structure on the City of Santa Fe Historic Register. For further information please call 955-6605.

Sincerely,

David Rasch
Supervising Planner, Historic Preservation Division

NOTE: Applicant can use this action letter to apply for construction permit, but the permit shall not be released until the end of the appeal period which starts on the date of filing of the Findings and Conclusions in the City Clerk's office (SFCC 14-3.17(D)). Your permit will be denied if any changes on plans that were not approved by the HDRB or if conditions of approval are not met. **Please attach copies of this letter to all sets when submitting for construction permits.**

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CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2015-__

INTRODUCED BY:

Councilor Signe I. Lindell

A RESOLUTION

ESTABLISHING DESIGN STANDARDS FOR ALTERATIONS AND NEW CONSTRUCTION AT THE SANTA FE AIRPORT TERMINAL BUILDING; AND PROVIDING FOR HISTORIC PRESERVATION DIVISION DESIGN REVIEW IN CONSULTATION WITH THE CHAIR OF THE HISTORIC DISTRICTS REVIEW BOARD.

WHEREAS, the Santa Fe Airport Terminal Building is located outside the boundaries of the city's historic districts; and

WHEREAS, the Governing Body recognizes that the Terminal Building is visually and historically important; and

WHEREAS, the Terminal Building incorporates the distinctive characteristics of the Spanish-Pueblo Revival style; and

WHEREAS, the Terminal Building is an important gateway into Santa Fe that introduces visitors to our unique architecture.

1 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
2 **CITY OF SANTA FE** that any alteration or new construction of the interior or exterior of the
3 Terminal Building be reviewed and approved by the Historic Preservation Division in
4 consultation with the Chair of the Historic Districts Review Board.

5 **BE IT FURTHER RESOLVED** that the following standards shall be used when
6 alteration or new construction of the Terminal Building is proposed:

7 1. Any alteration or new construction at the existing Terminal Building shall
8 preserve as much as reasonably possible its historic integrity, including its original exterior
9 architecture and the historic elements of the interior such as wooden beams, corbels, and light
10 fixtures. Interior alteration or new construction shall harmonize with existing.

11 2. The following standards shall be complied with whenever exterior features of the
12 Terminal Building are erected or altered:

13 A. No less than eighty percent (80%) of the surface area of any publicly
14 visible façade of the Terminal Building shall be adobe finish, or stucco simulating adobe
15 finish. The balance of the publicly visible façade shall be of natural stone, wood, brick,
16 tile, terra cotta, or other material, subject to approval by the Historic Preservation
17 Division in consultation with the Chair of the Historic Districts Review Board.

18 B. The color of the stucco shall predominantly be brown, tan, or local earth
19 tones. This does not include chocolate brown colors or white, except dull or matt off-
20 white (yeso). Surfaces of stone shall be in the natural color. Entries and portals may be
21 emphasized by the use of white or other colors or materials.

22 C. The use of solar and other energy collecting and conserving strategies is
23 encouraged, provided that they do not detract from the overall appearance of the
24 Terminal Building.

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D. To the extent technically feasible, the visual impact of roof-mounted mechanical, electrical and telephone equipment and other obtrusive structures shall be minimized. Equipment shall be of a low profile to minimize screening.

E. No cantilever or long apparently unsupported openings shall be allowed except over the projecting vigas, beams, or corbels or as part of the roof. The use of arches is discouraged except in freestanding walls.

F. In order to emulate traditional Santa Fe architecture and construction traditions, it is intended that renovations or expansions to the Terminal Building be designed to appear essentially as structures with massive walls which are defined as being built or appearing to be built of adobe construction, wall thickness appearing massive in relation to wall height, and where applicable, the depths of windows, doors and entry opening showing the massiveness of the structure. Solid wall space shall be greater in any façade than window or door space combined. Exceptions are allowed for south facing walls for solar equipment. The mass elements that make up the building composition shall appear as single blocks. Alterations or new construction at the Terminal Building shall be designed to appear more as an aggregation of smaller “building blocks” rather than a single large box or block.

G. Walls and fences shall be built of brick, adobe, rock, masonry, wood, wrought iron, or similar materials. Walls of unstuccoed concrete block or unstuccoed concrete, chain link, metal wire, or similar materials are discouraged, except where the wall or fence is required by security or similar considerations.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2015.

JAVIER M. GONZALES, MAYOR

1 ATTEST:

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4 YOLANDA Y. VIGIL, CITY CLERK

5 APPROVED AS TO FORM:

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8 KELLEY A. BRENNAN, CITY ATTORNEY

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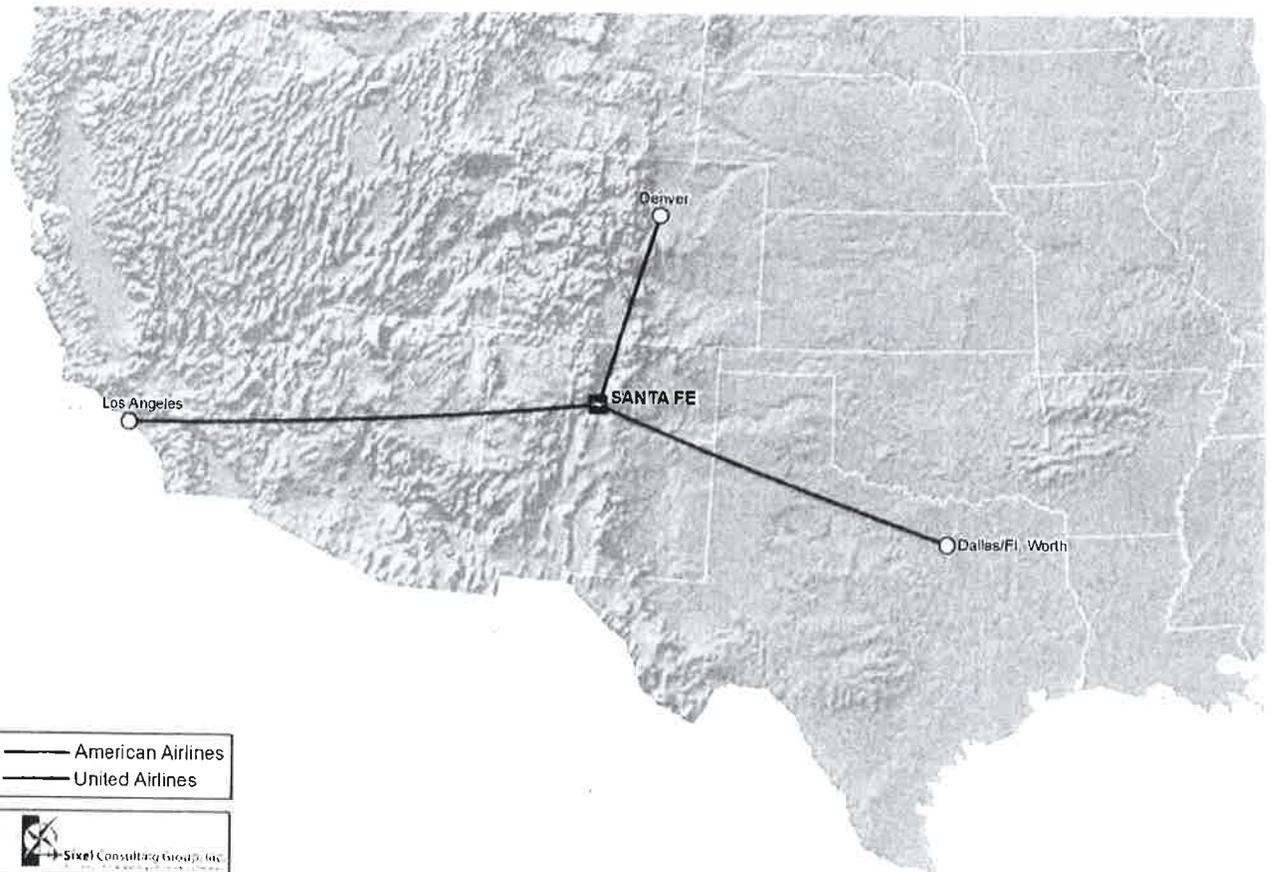
25 *M/Legislation/Resolutions 2015/Airport Design Standards*

Sixel Consulting Group, Inc.

**CITY OF SANTA FE, NEW MEXICO
SANTA FE MUNICIPAL AIRPORT**

Airport Air Service Study Statement of Qualifications

Santa Fe Is Served by American to Dallas/Ft. Worth and Los Angeles and by United to Denver



— American Airlines
- - - United Airlines



Sixel Consulting Group, Inc.
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October 21, 2014

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Sixel Consulting Group, Inc.

LETTER OF SUBMITTAL

Sixel Consulting Group is pleased to present our response to The City of Santa Fe's Request for Qualifications for an Airport Air Service Study for Santa Fe Municipal Airport.

Based in Eugene, Oregon, Sixel Consulting Group has 18 years of domestic and international experience in Air Service Development Consulting. We are a well-respected Air Service Development Consulting firm among airports and airlines throughout the United States, Canada and Mexico. Our reputation for the quality and the thoroughness of our work, the number of projects resulting in new air service for our clients and the value of our services, relative to the pricing of other firms, has enabled us to grow our firm rapidly over the last five years. Providing Air Service Development professional services is our only line of business, and we provide professional services to more than 80 airports across the U.S.

We have the experience required to complete Santa Fe Municipal Airport's Air Service Study. If Sixel Consulting is awarded Santa Fe's Air Service Development work, Michael Lum, who is based in Dallas, will serve as Sixel's Project Manager. Prior to joining Sixel in November 2008, Michael served as Manager of Strategic Planning for the American Airlines Regional Network and has a comprehensive understanding of the data and information that matters to an airline when making route planning and capacity allocation decisions. The President of our firm, Mark Sixel, has 18 years of Air Service Development Consulting experience; Mark is based at our headquarters in Eugene, Oregon.

We are proposing a nine week project with four interim deliverables and a final Air Service Strategy Report. The four interim deliverables are:

1. True Market Study Report
2. Strength of Current Airline Service Report
3. Demographic Passenger Profile Report
4. Local Ridership Findings Report

The Air Service Strategy Report can serve as a roadmap for Santa Fe's air service development efforts and the findings can be used in the Airport's Master Plan Update.

We look forward to working with Santa Fe Municipal Airport on the proposed project.



Mark Sixel
President, Sixel Consulting Group, Inc.

Sixel Consulting Group, Inc.

SCOPE OF SERVICES

A. Strength of Current Airline Service at Santa Fe Municipal Airport

Combined, American and United scheduled an average of 267 seats per day each way in Santa Fe in 2014, with a high of 332 average seats per day each way in July 2014, and a low of 223 seats per day each way in February 2014. 267 seats per day each way represents a 58% increase or approximately 98 more seats per day each way than the 2010-2012 period, when only American served Santa Fe prior to United's entry in May 2013, and a significant improvement in both capacity and the quality of air service offered in Santa Fe prior to American entering the market in June 2009.

On the other hand, eight airlines will serve 23 destinations from Albuquerque with 8,826 average seats per day each way in 2014. While Albuquerque's capacity and the number of destinations served are impressive, airlines have reduced Albuquerque capacity by 14.6% or 1,482 seats per day each way and eliminated all service to seven destinations in the two years since 2012. The largest decline in Albuquerque's capacity, a decline of 1,069 seats per day each way, came from Southwest Airlines, which will operate 5,439 seats per day or 61.6% of Albuquerque's total scheduled capacity in 2014.

Albuquerque's decline could benefit Santa Fe's existing air service and Santa Fe's efforts to add additional service. First, as fewer seats are available, Albuquerque's average fare will increase. In the year-end first quarter 2014 (first quarter 2014 is the latest quarterly DOT traffic and revenue available), the average domestic one-way Albuquerque fare was \$164, while the average domestic one-way Santa Fe fare was \$219, a difference of \$54 or 32.6%. As the gap between Albuquerque and Santa Fe fares declines, Santa Fe demand should increase. As fewer destinations are served nonstop from Albuquerque, travelers may choose to fly from Santa Fe and make a connection to their final destination rather than drive to Albuquerque where a connection will also be required.

A True Market Study will serve as the foundation for each of the tasks in the Scope of Services. To quantify the "true" demand for air service in Santa Fe to include both traffic captured at Santa Fe Municipal Airport and traffic leaked to other airports in the region (primarily Albuquerque), Sixel Consulting will prepare a True Market Study as a first step in determining the strength of current airline service in Santa Fe. Based on our experience preparing and analyzing leakage data for other small airports in regions with a nearby large airport, we hypothesize Santa Fe's existing air service satisfies only a very small portion of the demand for air service; the overwhelming majority of Santa Fe demand leaks to Albuquerque.

We will produce a True Market Study using data from a large sample of tickets purchased in Santa Fe's catchment area. The deliverable of the True Market Study will be a document in the same format and with the same level of detail as the sample True Market Study attached in Appendix I. As shown in the sample report, the True Market Study will contain very specific detail by market to include not only the amount of traffic and the average fare paid by destination, but the data will contain detail by airline and airport used for each of the 100 destinations with the most Santa Fe traffic. Information learned from our analysis of the True Market Study data will be used in several ways to fulfill the tasks in the Scope of Services:

- The data will be used to develop an Air Service Master Plan, which will serve as a written strategy and work plan for improving air service in Santa Fe. Analysis of the data will

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provide insight such as hub airports that could best connect Santa Fe with markets generating the most demand and determine which airlines and which hubs should be targeted for additional service.

- When coupled with our assessment of feasible new routes and additional capacity in existing markets airlines could operate from Santa Fe, information in the True Market Study can be used in the airport's Master Plan Update to determine potential future facility requirements.
- Data will be used to forecast both unconstrained and constrained passenger demand and to provide estimates for potential additional capacity and access to the airport.

B. Determine the Demographic Profile of Passengers Using the Airport

Data collected from sample tickets will not contain demographic data for travelers using Santa Fe Municipal Airport, but we can segment and develop demographic profiles of passengers using the airport by conducting both in-person and online surveys of passengers. In addition to segmenting and developing demographic data, the surveys can be used to obtain purchasing decision information from passengers using the airport. This knowledge can be used to develop the demographic profile of Santa Fe Municipal Airport's passengers.

C. Demand and Potential for Additional Capacity and Access to the Airport

Data contained in the True Market Study will serve as the basis for determining the demand and potential for additional capacity at the Airport. We expect to find Santa Fe Municipal Airport captures a relatively small amount of the demand generated in its catchment area. The potential demand will be incorporated with both internal variables (such as the airport's ability to accommodate passenger growth) and external variables (such as fare differences at Santa Fe versus Albuquerque and planned airline fleet growth) to develop an unconstrained forecast for demand without internal or external constraints and a forecast incorporating the internal and external constraints.

D. Factors that May Impact Local Ridership and Recommendations for Improvement

Analysis of True Market Study data, and information learned from the passenger survey, will enable the Airport to understand the criteria travelers use when making air travel decisions. We will use the information in the True Market Study to determine how variables such as fare differences, the availability of nonstop service available from Albuquerque, indirect costs associated with originating or terminating a trip at Albuquerque versus Santa Fe, and total elapsed travel time influence purchasing decisions. Once we understand how these variables influence purchasing decisions, we will provide recommendations to minimize the impact of the variables on selecting Santa Fe versus Albuquerque.

E. Air Service Strategy Recommendations for Airport Staff and City Leadership

We will work with Airport and City Leadership to develop a comprehensive Air Service Development Strategy and provide a comprehensive report containing recommendations Santa Fe Municipal Airport can use as a "roadmap" to guide its Air Service Development efforts. The report will contain each of the following elements:

- CURRENT AIR SERVICE AT SANTA FE MUNICIPAL AIRPORT

Sixel Consulting Group, Inc.

- TRAFFIC RETENTION AT SANTA FE AND LEAKAGE TO SURROUNDING AIRPORTS
- MAINTAINING EXISTING AIR SERVICE AT SANTA FE MUNICIPAL AIRPORT
- SANTA FE'S BROAD AIR SERVICE DEVELOPMENT GOALS
- EXTERNAL FACTORS IMPACTING AIR SERVICE DEVELOPMENT GOALS
- THE ROLE OF INCENTIVES IN AIR SERVICE DEVELOPMENT
- PRIORITIZATION OF AIR SERVICE DEVELOPMENT OBJECTIVES
- GOALS AND STRATEGIES
- AIRLINE OUTREACH AND BUSINESS CASE PRESENTATION
- SUCCESS AND MEASUREMENT
- APPENDIX – COMPETITIVE AIRPORT CAPACITY, TRAFFIC AND FARE DATA

F. Forecasted Innovations, Changes and Trends in the Regional and Network Airline Industry and Their Impact on Santa Fe Municipal Airport.

While most of the eight largest U.S. airlines (American, Delta, United, Southwest, Alaska, JetBlue, Allegiant and Spirit) are generating record profits, the profitability can largely be attributed to "capacity discipline." In response to soaring fuel costs and a deteriorating economy, the largest U.S. airlines collectively removed about 6% of domestic capacity (in terms of scheduled seats) from their networks in 2009 versus 2008. The same airlines have been slow to add capacity back to their networks (Allegiant and Spirit are exceptions). In fact, between 2010 and 2014, the largest increase in capacity versus the prior year was just 1.2% in 2011 versus 2010, and the domestic capacity of the largest U.S. airlines has not recovered to its 2008 level.

The slow capacity growth of the largest airlines has enabled the industry to raise fares in an environment where the economy in most areas of the U.S. has improved relative to 2009 and demand for travel is increasing. While the result has been record industry profitability, the threshold for adding incremental capacity in an existing market or service in a new market is much higher than historical thresholds. High profitability thresholds in an environment where incremental aircraft to a carrier's fleet are added at relatively slow rate will be Santa Fe's single limiting factor in securing additional air service.

Smaller regional jets, like those operated by American and United at Santa Fe are the least efficient aircraft in the fleets of American, Delta and United. These aircraft are being retired from each carrier's fleet at relatively high rates in favor of larger regional jets or small mainline aircraft with lower seat mile costs; however, airlines are not replacing the smaller regional jets on a one-for-one basis with the larger aircraft, and fewer aircraft will be available to serve smaller markets. This issue, coupled with high profitability hurdles, will likely be Santa Fe's biggest challenges in recruiting new air service.

Larger regional jets will be beneficial to Santa Fe as they begin to replace the smaller regional jets operated at Santa Fe. Because the newer, larger regional jets generally have better takeoff performance than the smaller regional jets they are replacing, airlines should be able to operate these aircraft from Santa Fe with fewer weight restrictions, and fewer weight restrictions will boost traffic at the airport as airlines are able to sell more seats per flight.

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STATEMENT OF QUALIFICATIONS

1. Company Profile, Experience and Qualifications:

a. Years of Air Service Development Consulting Experience and Under Present Name

Based in Eugene, Oregon, Sixel Consulting Group has 18 years of domestic and international experience in Air Service Development consulting. The firm was originally incorporated in the State of Texas in 1996 as "Transportation Solutions." The firm moved to Oregon in 1999 and incorporated again in 1999 in the State of Oregon as Transportation Solutions. The name changed to Sixel Consulting Group in 2002.

b. Experience and Qualifications to Conduct an Air Service Study for the Santa Fe Municipal Airport

Sixel Consulting Group is a well-respected Air Service Development Consulting firm among airports and airlines throughout the United States, Canada and Mexico. Our reputation for the quality and the thoroughness of our work, the number of projects resulting in new air service for our clients and the value of our services, relative to the pricing of other firms, has enabled us to grow our firm rapidly over the last six years.

We have the experience required to provide Santa Fe Municipal Airport's Air Service Development Consulting services. If Sixel Consulting is awarded Santa Fe's Air Service Development work, Michael Lum will serve as Sixel's Project Manager. Prior to joining Sixel in November 2008, Michael served as Manager of Strategic Planning for the American Airlines Regional Network and has a comprehensive understanding of the data and information that matters to an airline when making route planning and capacity allocation decisions. In fact, Michael travelled to Santa Fe in 2008 in his role at American to meet with Santa Fe's previous Aviation Director, Jim Montman, to discuss American Eagle service to Santa Fe. While at American, Michael performed the preliminary analysis and forecasting that ultimately led to American Eagle entering the Santa Fe market in June 2009.

Continued on Next Page

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i. True Market Study Experience

We have significant experience completing True Market Studies. Since October 2013, we have completed 39 True Market Studies. A complete list of the client airports for which a True Market Study was completed between October 2013 and September 2014 is shown in Table 1.

Table 1. Sixel Consulting Group True Market Study Client List. This list includes clients for which Sixel consulting completed a True Market Study between October 2013 and September 2014.

	Airport Location	Code	Date Completed
1	Lexington, KY	LEX	October 2013
2	Louisville, KY	SDF	October 2013
3	Gainesville, FL	GNV	November 2013
4	Shenandoah Valley, VA	SHD	November 2013
5	Liberal, KS	LBF	December 2013
6	Shreveport, LA	SHV	December 2013
7	Alpena, MI	APN	December 2013
8	Branson, MO	BKG	December 2013
9	Inyokern, CA	IYK	December 2013
10	San Luis Obispo, CA	SBP	January 2014
11	Rochester, MN	RST	January 2014
12	Clarksburg, WV	CKB	January 2014
13	Fort Walton Beach, FL	VPS	January 2014
14	Steamboat Springs, CO	HDN	February 2014
15	Tucson, AZ	TUS	February 2014
16	Columbus, GA	CSG	March 2014
17	Portland, ME	PWM	March 2014
18	Millington, TN	NQA	March 2014
19	Fargo, ND	FAR	April 2014
20	Northwest Arkansas, AR	XNA	April 2014
21	Pasco, WA	PSC	April 2014
22	Rockford, IL	RFD	April 2014
23	Binghamton, NY	BGM	April 2014
24	Gallup, NM	GUP	April 2014
25	Bowling Green, KY	BWG	April 2014
26	Kinston, NC	ISO	April 2014
27	Montgomery, AL	MGM	April 2014
28	Wenatchee, WA	EAT	May 2014
29	Bakersfield, CA	BFL	May 2014
30	Champaign, IL	CMI	June 2014
31	Athens, GA	AHN	June 2014
32	Macon, GA	MCN	June 2014
33	London, ON	YXU	June 2014
34	Watertown, NY	ART	July 2014
35	Vero Beach, FL	VRB	August 2014
36	Melbourne, FL	MLB	September 2014
37	Kearney, NE	EAR	September 2014
38	Garden City, KS	GCK	September 2014
39	Killeen, TX	GRK	September 2014

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ii. New Route Success

In addition to our experience completing True Market Studies for airports, we have a reputation for developing and presenting business cases to airlines that result in new routes for our clients. Sixel Consulting has assisted client airports in developing no fewer than 136 new routes since 2004. Each of the new routes is listed in Table 2, along with the year service started and the operating airline.

Table 2. List of New Air Service Announced after Sixel Presented Business Cases to Airlines 2004-2014

	New Route	Start Year	Airline		New Route	Start Year	Airline
1	Casper-Minneapolis/St. Paul	2004	Northwest	89	El Paso-Los Angeles	2011	American
2	Idaho Falls-Minneapolis/St. Paul	2004	Northwest	70	Evansville-Minneapolis/St. Paul	2011	Delta
3	Sioux Falls-Salt Lake City	2004	Delta	71	Ft. Walton Beach-Punta Gorda	2011	Vision
4	Fargo-Las Vegas	2005	Allegiant	72	Garden City-Dallas/Ft. Worth	2011	American
5	Lafayette, LA-Dallas/Ft. Worth	2005	American	73	Greenville/Spartanburg-Baltimore	2011	Southwest
6	Medford-Salt Lake City	2005	Delta	74	Greenville/Spartanburg-Chicago	2011	Southwest
7	South Bend-Orlando	2005	Allegiant	75	Greenville/Spartanburg-Houston	2011	Southwest
8	Fargo-Salt Lake City	2006	Delta	76	Greenville/Spartanburg-Nashville	2011	Southwest
9	Idaho Falls-Denver	2006	United	77	Greenville/Spartanburg-Orlando	2011	Southwest
10	Sioux Falls-Atlanta	2006	Delta	78	Hagerstown-Lakeland	2011	Direct Air
11	Springfield, IL-Chicago	2006	Big Sky	79	Hagerstown-Myrtle Beach	2011	Direct Air
12	Toledo-Orlando	2006	Allegiant	80	Idaho Falls-San Francisco	2011	United
13	Youngstown-Orlando	2006	Allegiant	81	Joplin-Dallas/Ft. Worth	2011	American
14	Aberdeen-Denver	2007	Great Lakes	82	Kalispell-Oakland	2011	Allegiant
15	Duluth-Minneapolis	2007	Midwest	83	McAllen-Atlanta	2011	Delta
16	Evansville-Indianapolis	2007	Cape Air	84	North Bend-San Francisco	2011	United
17	Fargo-Phoenix	2007	Allegiant	85	Punta Gorda-Lexington	2011	Allegiant
18	Greensboro-Orlando	2007	Allegiant	86	Salisbury-Orlando	2011	Allegiant
19	San Luis Obispo-Salt Lake City	2007	Delta	87	Sioux Falls-Denver	2011	Frontier
20	Sioux Falls-Phoenix	2007	Allegiant	88	Springfield, IL-Dallas/Ft. Worth	2011	American
21	South Bend-Indianapolis	2007	Cape Air	89	Springfield, IL-Lakeland	2011	Direct Air
22	Dubuque-Minneapolis/St. Paul	2008	Northwest	90	Windsor-Toronto	2011	Porter
23	Helena-Denver	2008	United	91	Alpena-Minneapolis/St. Paul	2012	SkyWest
24	Kalispell-Denver	2008	United	92	Bismarck-Denver	2012	Frontier
25	Kalispell-Las Vegas	2008	Allegiant	93	Boise-Las Vegas	2012	Allegiant
26	Lexington-Orlando	2008	Allegiant	94	Fargo-Denver	2012	Frontier
27	Pasco-Minneapolis/St. Paul	2008	Delta	95	Hagerstown-Orlando-Sanford	2012	Allegiant
28	Plattsburg-Ft. Lauderdale	2008	Allegiant	96	Medford-Oakland	2012	Allegiant
29	Plattsburg-Myrtle Beach	2008	Direct Air	97	North Bend-Portland	2012	SeaPort
30	Plattsburg-Orlando	2008	Allegiant	98	NW Arkansas-Washington D.C.	2012	US Airways
31	Salina-Denver	2008	Great Lakes	99	Oakland-Idaho Falls	2012	Allegiant
32	Astoria-Portland	2009	Seaport	100	Oakland-Kalispell	2012	Allegiant
33	Fargo-Los Angeles	2009	Allegiant	101	Oakland-Medford	2012	Allegiant
34	Idaho Falls-Los Angeles	2009	Allegiant	102	Rochester, MN-Phoenix	2012	Allegiant
35	Medford-Los Angeles	2009	Allegiant	103	Saint John-Punta Cana	2012	Sun Wing
36	Melbourne-Nagra Falls	2009	Direct Air	104	Shenandoah Valley-Orlando	2012	Frontier
37	Newport-Portland	2009	Seaport	105	South Bend-Denver	2012	Frontier
38	Pasco-Phoenix	2009	Allegiant	106	South Bend-Punta Gorda	2012	Allegiant
39	Pasco-San Francisco	2009	United	107	Beaumont/Port Arthur-Dallas/Ft. Worth	2013	American
40	Sioux Falls-Los Angeles	2009	Allegiant	108	Bismarck-Orlando	2013	Allegiant
41	Spokane-Chicago	2009	United	109	Boise-Honolulu	2013	Allegiant
42	Spokane-San Francisco	2009	United	110	Boise-Oakland	2013	Allegiant
43	Fargo-Chicago	2010	American	111	Boise-San Diego	2013	Alaska
44	Grand Rapids-Punta Gorda	2010	Allegiant	112	Burbank-Imperial	2013	Seaport
45	Idaho Falls-Phoenix	2010	Allegiant	113	Clarksburg-Orlando	2013	Allegiant
46	Kalispell-Phoenix	2010	Allegiant	114	Columbus, OH-Orlando	2013	Allegiant
47	Lansing-Cancun	2010	Sun Country	115	Columbus, OH-St. Petersburg	2013	Allegiant
48	Lansing-Ft. Myers	2010	Sun Country	116	Concord, NC-Orlando	2013	Allegiant
49	Lansing-Las Vegas	2010	Sun Country	117	Fargo-Atlanta	2013	Delta
50	Lansing-Montego Bay	2010	Sun Country	118	Fargo-Dallas/Fort Worth	2013	American
51	Lansing-Orlando	2010	Sun Country	119	Fargo-St. Petersburg	2013	Allegiant
52	Myrtle Beach-Dallas/Ft. Worth	2010	American	120	Kalispell-Los Angeles	2013	Delta
53	Pasco-Los Angeles	2010	Allegiant	121	Kalispell-Oakland	2013	Allegiant
54	Punta Gorda-Greensboro	2010	Allegiant	122	McAllen-Mexico City	2013	Aeromar
55	Sioux Falls-Chicago	2010	American	123	McAllen-San Luis Potosi	2013	Aeromar
56	Sioux Falls-Dallas/Ft. Worth	2010	American	124	Medford-Oakland	2013	Allegiant
57	South Bend-Phoenix	2010	Allegiant	125	NW Arkansas-Los Angeles	2013	American
58	Spokane-Denver	2010	Southwest	126	Sioux Falls-St. Petersburg	2013	Allegiant
59	Springfield, IL-Myrtle Beach	2010	Direct Air	127	Spokane-Honolulu	2013	Allegiant
60	Springfield, IL-Punta Gorda	2010	Direct Air	128	Springfield, IL-Orlando	2013	Allegiant
61	St. Petersburg-Indianapolis	2010	Frontier	129	St. Cloud-Orlando	2013	Allegiant
62	St. Petersburg-Orlando	2010	Frontier	130	Toledo-Punta Gorda	2013	Allegiant
63	Toledo-Minneapolis/St. Paul	2010	Delta	131	Tucson-Portland	2013	Alaska
64	Tri-Cities-Chicago	2010	American	132	Tulsa-Orlando	2013	Allegiant
65	Youngstown-Myrtle Beach	2010	Allegiant	133	Albany-Ft. Myers	2014	Southwest
66	Amarillo-Denver	2011	United	134	Portland, ME-Orlando	2014	Southwest
67	Boise-Idaho Falls	2011	SeaPort	135	Tallahassee-Orlando	2014	Silver
68	Burbank-Denver	2011	Southwest	136	Topeka-Chicago	2014	United

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iii. Expansion of Capacity on Existing Routes for Clients

Among routes flown from our client airports in both May 2014 and May 2013, 133 routes operated with more capacity in May 2014 versus May 2013. The 30 routes with the largest year-over-year increases in monthly seats are shown in Table 3.

The route with the largest increase, Albany-Washington Dulles (operated by United), experienced an increase of 2,777 seats or 50.9% more capacity in May 2014 versus May 2013.

Five Tucson routes are included on the list of 30 markets: Phoenix, Denver, Chicago Midway, Houston Intercontinental and Seattle. The additional capacity on these five routes represents 4,840 more seats in May 2014.

Total incremental capacity in all 133 routes with additional capacity was 92,242 seats in May 2014.

Table 3. Sixel Consulting client routes with the 30 largest year-over-year increases in seats – May 2014 versus May 2013.

Rank	Client Airport	Market	Airline	May 2014 Versus May 2013	
				Seat Change	% Seat Change
1	ALB	Albany-Washington Dulles	United	2,777	50.9%
2	DAY	Dayton-New York LaGuardia	American	2,402	96.1%
3	MFR	Medford-Portland	Alaska	2,204	25.2%
4	ALB	Albany-Chicago O'Hare	United	1,970	26.5%
5	SBP	San Luis Obispo-Phoenix	US Airways	1,762	37.9%
6	AZO	Kalamazoo-Detroit	Delta	1,700	25.8%
7	BOI	Boise-Seattle	Alaska	1,596	8.8%
8	EYW	Key West-Atlanta	Delta	1,519	12.6%
9	TUS	Tucson-Phoenix	Southwest	1,504	6.8%
10	XNA	NW Arkansas-Atlanta	Delta	1,475	14.7%
11	FSD	Sioux Falls-Dallas/Ft. Worth	American	1,386	47.6%
12	FCA	Kalispell-Denver	United	1,300	83.9%
13	ALB	Albany-Atlanta	Delta	1,185	10.9%
14	TLH	Tallahassee-Miami	American	1,164	26.5%
15	DAY	Dayton-Chicago O'Hare	United	1,110	6.4%
16	TUS	Tucson-Denver	Southwest	1,079	7.4%
17	SBP	San Luis Obispo-Los Angeles	United	930	20.0%
18	AZO	Kalamazoo-Minneapolis	Delta	900	58.1%
19	TUS	Tucson-Chicago Midway	Southwest	896	10.3%
20	DAY	Dayton-Detroit	Delta	824	14.7%
21	DAY	Dayton-Orlando	Southwest	806	22.2%
22	TUS	Tucson-Houston Intercontinental	United	776	11.6%
23	CKB	Clarksburg-Washington Dulles	United	748	71.0%
24	STX	St. Croix-Miami	American	740	11.4%
25	FCA	Kalispell-Salt Lake City	Delta	689	15.8%
26	LAN	Lansing-Minneapolis	Delta	686	10.3%
27	GTF	Great Falls-Las Vegas	Allegiant	664	22.2%
28	TUS	Tucson-Seattle	Alaska	585	11.9%
29	SHV	Shreveport-Houston Intercontinental	United	563	9.2%
30	BOI	Boise-San Francisco	United	540	6.7%

Sixel Consulting Group, Inc.

c. Management Qualifications and Support

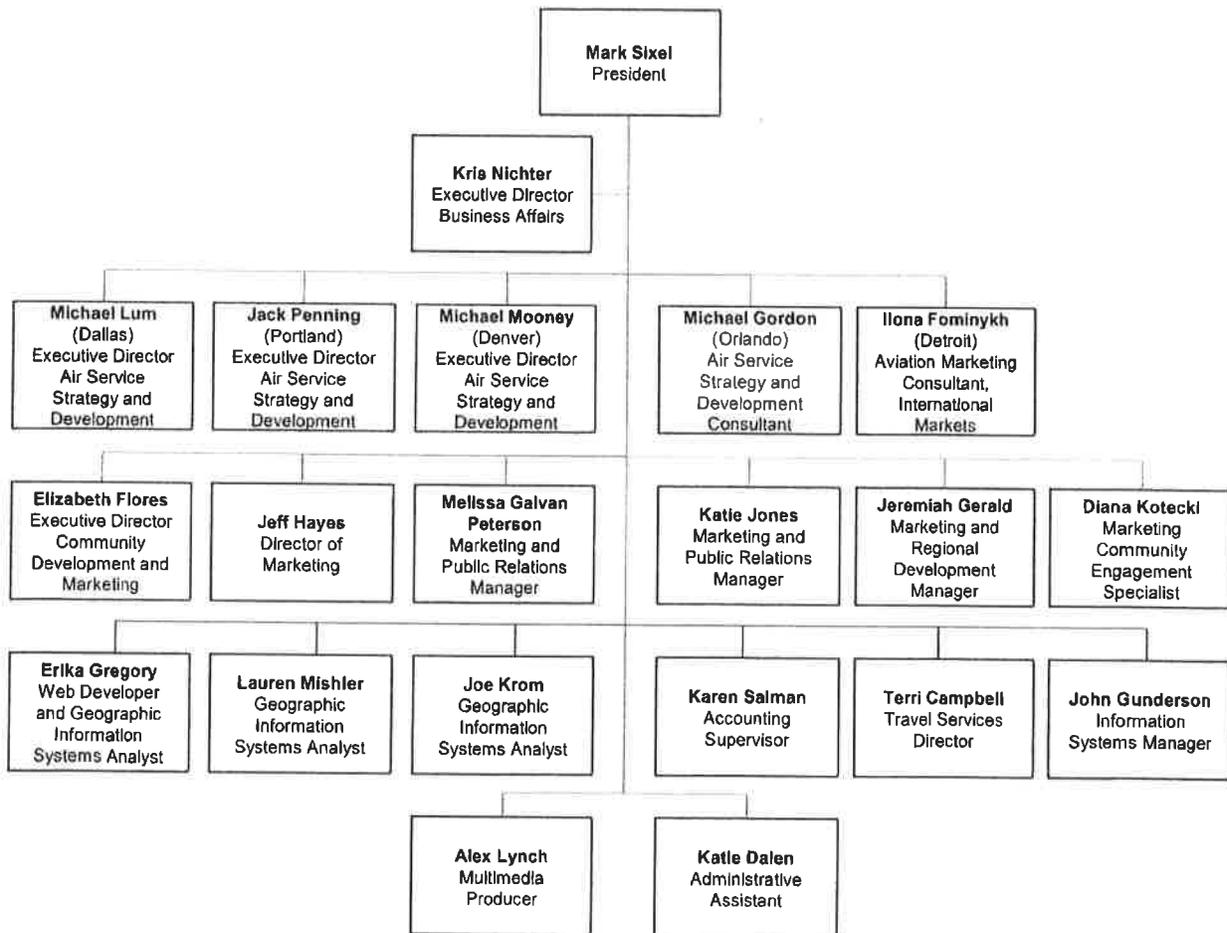
i. Description of the Company's Management Structure; Local Support; Account Manager, Account Supervision, and Local Administrative Support

Michael Lum will be assigned as Santa Fe's Air Service Development Consultant and Project Manager; Michael has been providing consulting services for Sixel client airports since November 2008, and he is based in Dallas. As Santa Fe's Project Manager, Michael will be the primary point of contact with Sixel Consulting for all tasks in the Scope of Work. He reports directly to Mark Sixel.

Michael will have sole responsibility at Sixel for analyzing the data and creating the content contained for each deliverable. Unlike some other consulting firms, Sixel Consulting does not delegate analysis of air service data or report preparation to junior members of the firm, outside vendors or subcontractors. At Sixel, the project manager assigned to each client performs the analysis necessary to build a business case. We believe this approach and philosophy enables our project managers to understand their client's market much more thoroughly than the project managers of other firms.

Sixel Consulting Group's organizational chart is illustrated in Exhibit 1:

Exhibit 1. Sixel Consulting Group Organizational Chart.



Sixel Consulting Group, Inc.

ii. Current Resumes of All Executive Management Personnel

Resume of Mark Sixel President Sixel Consulting Group

EXPERIENCE 1996-Present

President and Founder Sixel Consulting Group; Eugene, Oregon

Began company in 1996 as solo Air Service Development consultant / data expert. Currently leads all aspects of Sixel Consulting Group's services, from managing and staffing to financial control and filing taxes. Develops tools and provides work environment conducive to team work and client service through motivated employees. Provides recommendations at the federal, state and local levels for transportation, aviation and air service policies and legislation. Provides industry insight and opinion based on research at major Air Service Development Industry conferences. Expert in developing Air Service Development business cases, ticket lift/true market studies, airline and airport incentive programs, and Small Community Air Service Development Grants.

- Developed Airport Traffic Quarterly, the industry-leading airline/airport data product now used by over two dozen airports.
- Developed airline industry concepts such as community-purchased/leases of airplanes to airlines in exchange for service and helped develop pre-purchased ticket programs widely in use today.
- Actively involved in promoting innovative concepts for air service in smaller communities, helping bring service to communities as wide-ranging as Newport, Oregon and Fargo, North Dakota.
- Launched Governmental Accountability Office Review of Regional Airline Codesharing Operations.



1994 – 1996

Consultant Air Trans, Inc.; Austin, Texas

Analyzed airline and airport data, developed and presented airline business cases, researched and developed grants.

NATIONAL RECOGNITION

Featured Speaker
AAAE National Air Service Development Conference

Keynote Address
National Association of State Aviation Officials Conference

EDUCATION

University of Texas - Austin
Masters of Business Administration, 1994

University of Arizona - Tucson
Bachelor of Science in Geography, 1989

Sixel Consulting Group, Inc.

iii. Current Resumes of Project Manager and Key Support Staff Assigned to Project

Resume of Michael Lum Executive Director, Air Service Strategy and Development Sixel Consulting Group

EXPERIENCE 2008 – Present	Executive Director, Air Service Strategy and Development Sixel Consulting Group; Dallas, TX Provide guidance to client airports concerning additional airline capacity and new route opportunities. Build business cases for additional and new capacity on behalf of client airports for presentation to both incumbent and prospective airlines. Analyze airline capacity, fleet and financial trends and communicate the likely impact on Air Service Development at client airports. Analyze historical traffic and revenue data to identify trends and opportunities that impact Air Service Development efforts at client airports. Develop and compose business cases for Air Service Development grants.	
2005-2008	Manager, Strategic Planning American Airlines, Inc.; Ft. Worth, TX Developed strategic and tactical plans for American's domestic and international regional airline network to include new route forecasting, schedule development and fleet planning. Managed Air Service Development relationships with incumbent airports and airports and communities without American Eagle service to include review of business cases for new service and negotiation of incentives.	
2002-2005	Manager, Logistics Planning and Analysis 7-Eleven, Inc.; Dallas, TX Managed analysis of the company's supply chain and distribution networks to improve distribution efficiency, in-stock rates and freshness for a network of 23 distribution centers serving over 6,000 stores.	
2000-2001	Manager, Delivery Strategy Webvan.com; San Francisco, CA Developed business strategies aimed at increasing the efficiency of the company's supply chain operations. Managed the post-merger integration of HomeGrocer.com supply chain technology and business processes. Developed and implemented models for measurement and analysis of logistics operational and fiscal performance.	
1996-2000	Engagement Manager KPMG Consulting and Andersen Consulting; Dallas, TX Managed teams of consultants on strategic analysis, business process improvement and information technology implementation projects with transportation and travel services clients including United Parcel Service, Trans World Airlines, Norfolk Southern Railroad, Canadian National Railroad and Kirby Marine.	
1994-1996	Analyst, Network Scheduling and Design Burlington Northern Santa Fe Railway; Ft. Worth, TX Performed analysis and developed models to support projects to improve the utilization of the company's locomotive, rolling stock and network assets.	
1988-1994	Senior Analyst American Airlines, Inc.; Ft. Worth, TX Maintained flight schedule, route structure and fleet mix for American's regional airline operations at the Nashville, Raleigh/Durham and Miami hubs.	
EDUCATION	Embry-Riddle Aeronautical University Bachelor of Science in Aviation Management, 1988	
	University of Dallas Masters of Business Administration in Corporate Finance, 1994	

Sixel Consulting Group, Inc.

iv. Describe the Company's Approach to Successful Project Management and How You Intend to Ensure that All Deliverables Are Delivered On Time and to the Airport's Satisfaction

We take great pride in our on-time performance, the accuracy and the thoroughness of our work and deliverables. Each document and report produced on behalf of a client is reviewed by a member of the staff in Eugene, and many of the documents are reviewed by Mark Sixel prior to releasing the document to the client. Most analytical data used to build business cases is cross-referenced with other "slices" of the same data in another location within our analytical toolsets and in the document itself.

We are often complimented at the end of a meeting with an airline for the thoroughness, accuracy and the presentation format of our business cases. Our business cases are tailored to an airline based on our past experiences presenting to that airline and our knowledge of a particular airline's strategy.

We generally plan to have a final version of presentations and reports in advance of a deadline. In order to meet deadlines for final deliverables, the project manager will review at least one draft of each document/report with the airport manager prior to generating a final version of a document.

2. Consultant's Ability to Meet Obligations

a. Current Contractual Obligations

Sixel currently provides Air Service Development consulting services to 82 airports and air traffic data to six airports in the United States and Canada. The scope of the work provided to these airports includes air service development consulting where we developed and presented business cases for new or expanded service to airlines at a headquarters or air service development conference meeting, True Market Study studies, and the purchase of DOT traffic and revenue data and/or airline schedule data. A complete list of current client airports is included in Table 4 on the next page. The length of each contract varies, and most contracts are retainer agreements where Sixel performs various air service development projects for an annual fixed fee (as opposed to specific contracts on a "per project" basis).

Continued on Next Page

Sixel Consulting Group, Inc.

Table 4. Current Sixel Consulting Group Client List. This list includes clients with Air Service Development project (consulting) contracts and data subscription contracts (or any combination of billable projects and data subscriptions). The highest level of contracted work is listed.

Code	Airport Location	Type of Work	Code	Airport Location	Type of Work		
1	APF	Naples, FL	Consulting Services	45	LEX	Lexington, KY	Consulting Services
2	BFL	Bakersfield, CA	Consulting Services	46	LSE	La Crosse, WI	Consulting Services
3	BGM	Binghamton, NY	Consulting Services	47	LYH	Lynchburg, VA	Consulting Services
4	CSG	Columbus, GA	Consulting Services	48	MEI	Meridian, MS	Consulting Services
5	EAT	Wenatchee, WA	Consulting Services	49	MFR	Medford, OR	Consulting Services
6	GCK	Garden City, KS	Consulting Services	50	MKG	Muskegon, MI	Consulting Services
7	ALB	Albany, NY	Consulting Services	51	MOD	Modesto, CA	Consulting Services
8	APN	Alpena, MI	Consulting Services	52	MSDOT	Mississippi DOT	Consulting Services
9	AZO	Kalamazoo, MI	Consulting Services	53	MSL	Muscle Shoals, AL	Consulting Services
10	BIS	Bismarck, ND	Consulting Services	54	OMA	Omaha, NE	Consulting Services
11	BKG	Branson, MO	Consulting Services	55	OTH	North Bend, OR	Consulting Services
12	BLV	MidAmerica St. Louis, IL	Consulting Services	56	PBG	Plattsburgh, NY	Consulting Services
13	BOI	Boise, ID	Consulting Services	57	PGD	Punta Gorda, FL	Consulting Services
14	BUR	Burbank, CA	Consulting Services	58	PIE	St. Petersburg, FL	Consulting Services
15	BWG	Bowling Green, KY	Consulting Services	59	PQI	Presque Isle, ME	Consulting Services
16	CEC	Crescent City, CA	Consulting Services	60	PSC	Pasco, WA	Consulting Services
17	CKB	Clarksburg, WV	Consulting Services	61	PWM	Portland, ME	Consulting Services
18	CMI	Champaign, IL	Consulting Services	62	RFD	Rockford, IL	Consulting Services
19	CMX	Houghton, MI	Consulting Services	63	RST	Rochester, MN	Consulting Services
20	DAY	Dayton, OH	Consulting Services	64	SBN	South Bend, IN	Consulting Services
21	EAR	Kearney, NE	Consulting Services	65	SBP	San Luis Obispo, CA	Consulting Services
22	EAU	Eau Claire, WI	Consulting Services	66	SBY	Salisbury, MD	Consulting Services
23	EYW	Key West, FL	Consulting Services	67	SDF	Louisville, KY	Consulting Services
24	FAI	Fairbanks, AK	Consulting Services	68	SHD	Shenandoah Valley, VA	Consulting Services
25	FAR	Fargo, ND	Consulting Services	69	SHV	Shreveport, LA	Consulting Services
26	FCA	Kallspell, MT	Consulting Services	70	SPI	Springfield, IL	Consulting Services
27	FOE	Topeka, KS	Consulting Services	71	STX	St. Croix, USVI	Consulting Services
28	FSD	Sioux Falls, SD	Consulting Services	72	TLH	Tallahassee, FL	Consulting Services
29	GLH	Greenville, MS	Consulting Services	73	TOL	Toledo, OH	Consulting Services
30	GNV	Gainesville, FL	Consulting Services	74	TRI	Tri-Cities, TN/VA	Consulting Services
31	GTF	Great Falls, MT	Consulting Services	75	TIJ	Tulsa	Consulting Services
32	GUC	Gunnison, CO	Consulting Services	76	TUP	Tupelo, MS	Consulting Services
33	HDN	Hayden, CO	Consulting Services	77	TUS	Tucson	Consulting Services
34	HYS	Hays, KS	Consulting Services	78	TYS	Knoxville, TN	Consulting Services
35	IDA	Idaho Falls, ID	Consulting Services	79	UST	St. Augustine, FL	Consulting Services
36	IFP	Laughlin, NV	Consulting Services	80	VPS	Fort Walton Beach, FL	Consulting Services
37	IPT	Williamsport, PA	Consulting Services	81	XNA	Northwest Arkansas, AR	Consulting Services
38	NYK	Inyokern, CA	Consulting Services	82	YQG	Windsor, ON	Consulting Services
39	JLN	Joplin, MO	Consulting Services	83	DRO	Durango, CO	Data
40	JQF	Concord, NC	Consulting Services	84	ELP	El Paso, TX	Data
41	LAL	Lakeland, FL	Consulting Services	85	ICT	Wichita, KS	Data
42	LAN	Lansing, MI	Consulting Services	86	NDAC	N Dakota Aeronautics Comm	Data
43	LBF	North Platte, NE	Consulting Services	87	SAT	San Antonio, TX	Data
44	LCK	Columbus (Rickenbacker), OH	Consulting Services	88	YNG	Youngstown, OH	Data

i. Based on Current Commitments, Describe the Company's Ability to Meet the Obligations of a Contract with the Santa Fe Municipal Airport

Based on the selection schedule on page four of the Request for Qualifications, it appears the project could begin between mid-December 2014 and early January 2015. We are proposing a project timeline of nine weeks, anticipate no conflicts with other client projects assigned to Michael Lum, and will be able to complete the project within the proposed nine week timeline. No other major projects are on Michael's work plan for January and February, with the sole exception of his attendance at the Routes Americas Conference in Denver, February 2-3, 2015.

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Sixel Consulting Group, Inc.

b. Anticipated Timeline for Interim and Final Completion of the Project Based on the Scope of Work

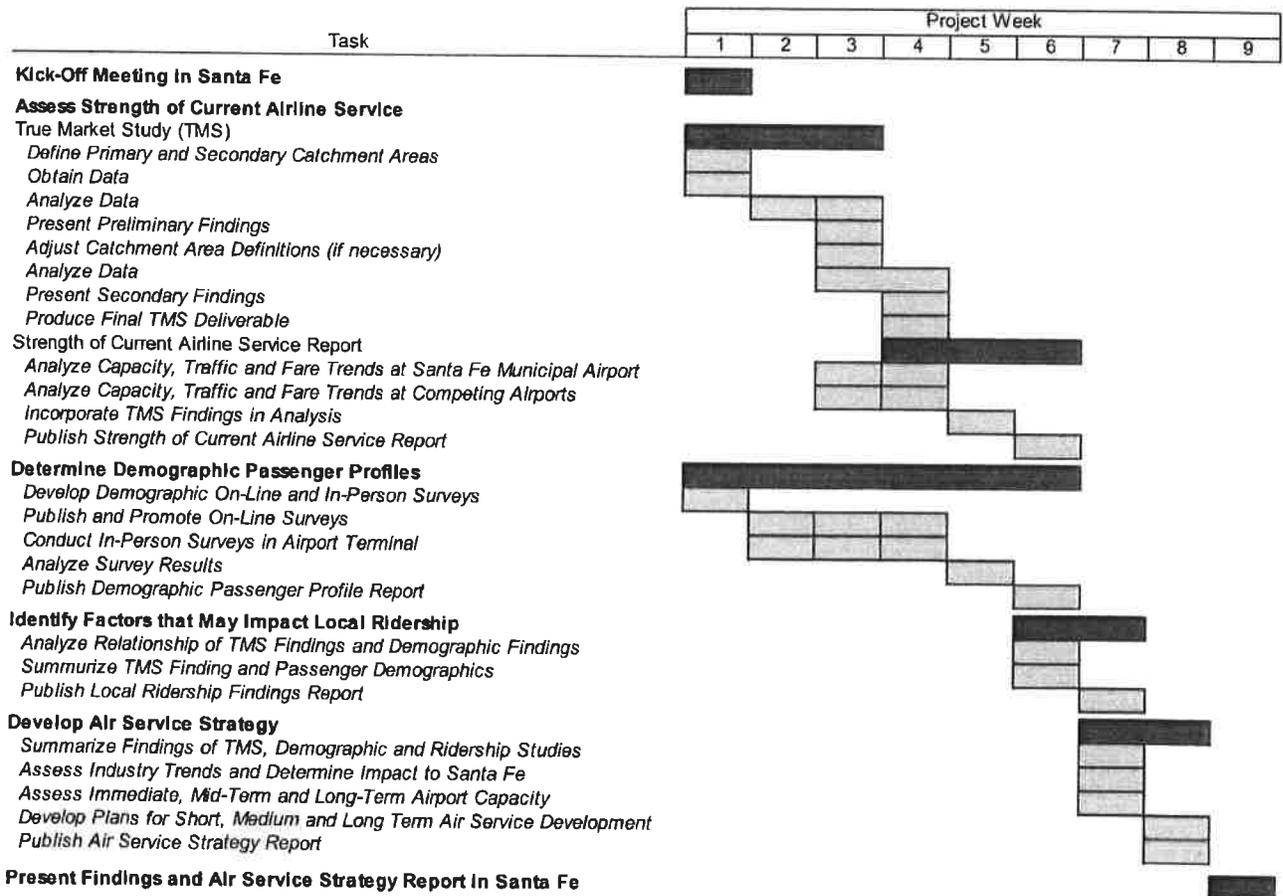
We are proposing a nine week project to complete the tasks contained in the Scope of Work. The True Market Study will need to be completed within the first three weeks of the project because subsequent tasks in the project will be highly dependent on information contained in the True Market Study.

Four interim reports will be delivered prior to delivering the Air Service Strategy Report at the end of Week Nine:

5. True Market Study Report
6. Strength of Current Airline Service Report
7. Demographic Passenger Profile Report
8. Local Ridership Findings Report

Michael Lum will travel to Santa Fe to kick off the project and travel to Santa Fe to present the findings of each report and the Air Service Strategy. The timeline for each project is included in Exhibit 2. Throughout the course of the project, Michael will communicate with the Airport Manager to provide updates and preliminary findings of the project.

Exhibit 2. Proposed project schedule and timeline.



Sixel Consulting Group, Inc.

3. References

- a. Three (3) current or recent (within the past 18 months) *airport* customers with similar scopes of work including current contact names, email address, mailing address and phone numbers

Northwest Arkansas Regional Airport

Sixel Consulting completed a True Market Study for Northwest Arkansas Regional Airport in April 2014 and prepared business cases for meetings with airlines at the recent JumpStart and World Routes Conferences. In addition to these projects, Northwest Arkansas Regional Airport has used Sixel Consulting exclusively since early 2009 for all Air Service Development projects to include business case presentations to airlines at headquarters meetings and air service development conferences.

Kelly L. Johnson, A. A. E.
Airport Director
Northwest Arkansas Regional Airport
One Airport Boulevard
Suite 100
Bentonville, AR 72712
479-205-1000 (office)
479-205-1001 (fax)
kelly.johnson@flyxna.com

Most Recent Project: World Routes 2014 Airline Business Case Presentations (September 2014)

Shreveport Airport Authority

Sixel Consulting began working with the Shreveport Airport Authority in 2012 when Bryant Francis became the Director of Airports. We have assisted the Shreveport Airport Authority by preparing several business cases for presentation to airlines and, most recently, a True Market Study.

Bryant L. Francis
Director of Airports
Shreveport Airport Authority
5103 Hollywood Avenue
Suite 300
Shreveport, LA
318-673-5370 (office)
318-673-5377 (fax)
bryant.francis@shreveportla.gov

Most Recent Project: True Market Study (December 2013)

Upcoming Project: Business Case Preparation for United Airlines Headquarters Meeting (November 2014)

Continued on Next Page

Sixel Consulting Group, Inc.

Sioux Falls Regional Airport

Sixel Consulting began working with Sioux Falls Regional Airport in 2004. Since we began working with Sioux Falls, several airlines, including Allegiant, American, Delta and Frontier have added new service.

Daniel J. Letellier
Executive Director
Sioux Falls Regional Airport
2801 Jaycee Lane
Joe Foss Field
Sioux Falls, SD 57104
605-336-0762 (office)
605-367-7374 (fax)
Dan.letellier@sairport.com

Most Recent Project: Delta Air Lines Headquarters Meeting (October 2014)

4. History of Successful Contracts

- a. **Have You Ever Failed to Complete Any Work Awarded to You?** Sixel Consulting Group has never failed to complete an awarded project.
 - i. **If So, Where and Why?** Not applicable.
- b. **Have You Ever Defaulted on a Contract?** Sixel Consulting Group has never defaulted on a contract.
 - i. **If So, Where and Why?** Not applicable.



U.S. Department
of Transportation
**Federal Aviation
Administration**

Office of Airport Planning and Programming

800 Independence Ave., SW
Washington, DC 20591

Mr. Jon R. Bulhuis
Santa Fe Municipal
Po Box 909
Santa Fe, NM 87501

FINAL CALENDAR YEAR 2014 ENPLANEMENT DATA

Enclosed is the final report listing the air carriers serving your airport and their total revenue passenger enplanements during calendar year 2014. This data will be used to determine fiscal year 2016 Airport Improvement Program passenger apportionments.

A preliminary report was mailed to you in July. Discrepancies reported to the FAA were resolved and appropriate revisions were incorporated, resulting in the enplanement numbers shown on the enclosed report. This report is provided for your information only. No response is required.

Thank you for your participation in this process.

Enclosure

FAA - Office Of Airports
SOURCE: CY 2014 FAA

Report Date: 09/22/2015

ENPLANEMENTS BY INDIVIDUAL CARRIERS FOR CALENDAR YEAR 2014

Santa Fe Municipal (SAF)
Jon Bulthuis Po Box 909, Santa Fe, NM 87501

LANM
SAF

SCHEDULE TYPE	ENPLANEMENTS		
	SCHEDULED	NONSCHEDULED	TOTAL
ATCO - Nonscheduled/On-Demand Air			
Aero Jet Services LLC (J7EA)	0	22	22
Flexjet Lic (J7SA)	0	101	101
Ultimate Jetcharters LLC (DTHA)	0	54	54
ATCO Total:	0	177	177
CRAC - Large Certificated Air Carriers, filing			
Avjet Corporation (0WQ)	0	21	21
Envoy Air (MQ#)	35,358	0	35,358
Expressjet Airlines INC (EV#)	27,688	0	27,688
SkyWest Airlines, Inc (OO)	11,505	0	11,505
CRAC Total:	74,551	21	74,572
Site Total:	74,551	198	74,749

FY 2015/2016 Airport Financial Standing

First Quarter (July through September)

	Current Budget	Current Accting	Remaining Balance
REVENUES			
<i>Airfield</i>			
Tie Down Fees	\$ (50,000)	\$ (2,993.54)	\$ (47,006.46)
Landing Fees	\$ (271,729)	\$ (26,360.84)	\$ (245,368.16)
Fuel Flowage	\$ (179,000)	\$ (57,796.66)	\$ (121,203.34)
Gate Fees	\$ (35,565)	\$ (3,914.00)	\$ (31,651.00)
Fire Protection Fee	\$ (181,152)	\$ (7,988.13)	\$ (173,163.87)
Airline Security Fee	\$ (43,197)	\$ (5,913.58)	\$ (37,283.42)
Airlines Equipment Fee	\$ (64,625)	\$ (315.00)	\$ (64,310.00)
Land Rentals	\$ (170,000)	\$ (15,039.64)	\$ (154,960.36)
Airlines	\$ (14,140)	\$ (3,528.09)	\$ (10,611.91)
Terminal Concessions	\$ -	\$ (16,619.87)	\$ 16,619.87
Interfund Transfers	\$ (582,646)	\$ -	\$ (582,646.00)
Subtotal Airfield	\$ (1,592,054)	\$ (140,469.35)	\$ (1,451,584.65)
<i>Airport Terminal</i>			
Car Rental Receipts	\$ (300,000)	\$ (44,338.68)	\$ (255,661.32)
Fees Based GR	\$ (70,000)	\$ -	\$ (70,000.00)
Terminal Concessions	\$ (50,500)	\$ (65,831.04)	\$ 15,331.04
Terminal Rents Other	\$ (34,560)	\$ (8,549.96)	\$ (26,010.04)
Miscellaneous Revenue	\$ -	\$ (30.00)	\$ 30.00
Interest on Investments	\$ (1,469)	\$ -	\$ (1,469.00)
Subtotal Terminal	\$ (456,529)	\$ (118,749.68)	\$ (337,779.32)
<i>Airport Landside</i>			
Parking Fees	\$ (127,000)	\$ (36,494.66)	\$ (90,505.34)
Interest on Investment	\$ (319)	\$ -	\$ (319.00)
Subtotal Landside	\$ (127,319)	\$ (36,494.66)	\$ (90,824.34)
TOTAL REVENUES	\$ (2,175,902)	\$ (295,713.69)	\$ (1,880,188.31)

Airport - Business Unit 52800
First Quarter (July through September)

Description	Line Item	FY 15/16	Expenditures	Remaining to Spend
Salaries	500110	\$ 272,931.00	\$ 23,864.06	\$ 249,066.94
Overtime	501400	\$ 25,000.00	\$ 572.34	\$ 24,427.66
On Call Shift	501910	\$ -	\$ 10,457.26	\$ (10,457.26)
Annual Leave	502000	\$ -	\$ 1,777.56	\$ (1,777.56)
Personal Day	502010	\$ -	\$ 55.30	\$ (55.30)
Sick Leave	502100	\$ -	\$ 2,278.15	\$ (2,278.15)
Incentives	502200	\$ -	\$ 55.30	\$ (55.30)
FICA	503100	\$ 22,715.00	\$ 2,714.81	\$ 20,000.19
PERA	503150	\$ 48,930.00	\$ 5,091.10	\$ 43,838.90
Employee Health Insur	503200	\$ 70,835.00	\$ 8,996.22	\$ 61,838.78
Retiree Health Care	503250	\$ 4,860.00	\$ 495.80	\$ 4,364.20
Unemployment Insur	503300	\$ 495.00	\$ -	\$ 495.00
Worker's Comp	503350	\$ 3,785.00	\$ 955.46	\$ 2,829.54
City Share Dental Insur	503400	\$ 2,632.00	\$ 354.00	\$ 2,278.00
Subtotal Personnel		\$ 452,183.00	\$ 57,667.36	\$ 394,515.64
Professional Contracts	510300	\$ 32,500.00	\$ 28,270.97	\$ 4,229.03
Service Contracts	510310	\$ 83,150.00	\$ 27,322.98	\$ 55,827.02
Gas	513950	\$ 8,500.00	\$ 7,200.00	\$ 1,300.00
Water	514000	\$ 7,875.00	\$ 1,135.51	\$ 6,739.49
Electric	514050	\$ 44,100.00	\$ 39,340.00	\$ 4,760.00
Communication	514100	\$ 2,205.00	\$ 171.87	\$ 2,033.13
Rep/Maint Build/Struct	520100	\$ 22,080.00	\$ 3,252.66	\$ 18,827.34
Rep/Maint Grounds/Rd	520200	\$ 11,400.00	\$ 260.92	\$ 11,139.08
Rep/Maint Fur/Fix/Equip	520300	\$ 1,066.00	\$ -	\$ 1,066.00
Rep/Maint Mach/Equip	520400	\$ 8,135.00	\$ 733.96	\$ 7,401.04
Rep/Maint Vehicles	520500	\$ 2,100.00	\$ -	\$ 2,100.00
Office Supplies	530100	\$ 1,950.00	\$ 140.00	\$ 1,810.00
Operating Supplies	530200	\$ 14,135.00	\$ 7,431.14	\$ 6,703.86
Safety Supplies	530300	\$ 975.00	\$ -	\$ 975.00
Uniform, Clothing, Linen	530500	\$ 2,800.00	\$ 1,758.57	\$ 1,041.43
Books/Subscr/Periodicals	530700	\$ 1,875.00	\$ 1,710.00	\$ 165.00
Book Acquisition	530750	\$ 44.00	\$ -	\$ 44.00
Auto Parts	530850	\$ -	\$ 36.64	\$ (36.64)
Tires	530900	\$ 2,882.00	\$ 2,826.67	\$ 55.33
Gasoline	531000	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00
Diesel	531050	\$ 6,637.00	\$ 3,000.00	\$ 3,637.00
Gen Liab Dept Assessment	555250	\$ 21,129.00	\$ 5,282.25	\$ 15,846.75
Benefits Dept Assessment	555260	\$ 2,334.00	\$ 583.50	\$ 1,750.50
GenLiab - Third Part Admin	555300	\$ 25,000.00	\$ 11,781.00	\$ 13,219.00
Out of State	560200	\$ 860.00	\$ -	\$ 860.00
In State	560250	\$ 500.00	\$ -	\$ 500.00
Out of State	560500	\$ 570.00	\$ -	\$ 570.00
In State	560550	\$ 200.00	\$ -	\$ 200.00
Registration	560700	\$ 1,609.00	\$ 340.00	\$ 1,269.00
Postage/Mail Service	561000	\$ 850.00	\$ 24.57	\$ 825.43
Employee Training/Tuition	561200	\$ 750.00	\$ 750.00	\$ -
Gross Receipt Taxes	561400	\$ -	\$ 72.38	\$ (72.38)
Print/Publish	561800	\$ 1,000.00	\$ -	\$ 1,000.00
Dues	561900	\$ 3,765.00	\$ 2,550.00	\$ 1,215.00
Land/Building	562550	\$ 200.00	\$ -	\$ 200.00
Rental Equip/Machinery	562600	\$ 1,664.00	\$ -	\$ 1,664.00
Svcs of other city depts	563100	\$ 153,331.00	\$ 38,332.74	\$ 114,998.26
Equipment & Machinery	570500	\$ 12,000.00	\$ 5,620.00	\$ 6,380.00
C/O Building/Structures	571800	\$ 16,000.00	\$ -	\$ 16,000.00
Inventory	572400	\$ 3,150.00	\$ -	\$ 3,150.00
Regular Operating Expenses		\$ 505,321.00	\$ 192,928.33	\$ 312,392.67
Personnel Expenses		\$ 452,183.00	\$ 57,667.36	\$ 394,515.64
Operating Expenses		\$ 505,321.00	\$ 192,928.33	\$ 312,392.67
TOTAL EXPENSES		\$ 957,504.00	\$ 250,595.69	\$ 706,908.31