



Agenda

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**AIRPORT ADVISORY BOARD
Santa Fe Municipal Airport
Building 3002 (Just North of Terminal Building)
Thursday, August 7, 2014
4:00 PM**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of July 10, 2014 Minutes
5. Invited Guests
 - a. City of Santa Fe Councilor Peter Ives
 - b. City of Santa Fe Assistant Attorney Zack Shandler
6. From the Airport Manager
 - a. Month in Review
 - b. 2014 New Mexico Airport System Plan Update
 - c. Status - Construction Projects in Progress
 - i. TWY F Extension
 - ii. RWY 2/20 MIRL Upgrade
 - iii. RWY 10/28 MIRL Flight Check
7. Action Item:
 - a. Discussion - Federal Register Docket No. FAA-2014-0463, Notice of Proposed Policy on the Non-Aeronautical Use of Airport Hangars
 - b. Discussion & Vote - Standard Land Lease Non-Commercial Hangar Development
 - c. Discussion & Vote - Aircraft Tie-down Agreement
 - d. Discussion & Vote - Mission Statement
 - e. Discussion & Vote - Ethics Summary
8. Items from the Board
9. Public Comment:

***REMINDER: ALL PUBLIC COMMENTS BE LIMITED TO 5 MINUTES**
10. Items to be Discussed at the September 4, 2014 Airport Advisory Board Meeting
11. 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
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**MINUTES OF THE
MEETING OF THE
AIRPORT ADVISORY BOARD
Thursday, August 7, 2014**

1. CALL TO ORDER

A regular meeting of the Airport Advisory Board, was called to order on Thursday, August 7, 2014, at approximately 4:00 p.m., by Carolyn Cook, Chair, in Building 3002, Santa Fe Municipal Airport, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

Carolyn Cook, Chair
Elizabeth Hunke
Chris Ortega
Ron Krohn
Troy Padilla
Mark Miller

STAFF PRESENT

Francey Jesson, Airport Manager
Anita Medina, Executive Assistant
Zachary Shandler, Assistant City Attorney
Elizabeth Martin for Melessia Helberg, Stenographer

AUDIENCE:

Richard Allison
Kent Frieier
Mark Baca
Bob Wood
Dee Cerda
Mark Fitzgerald
Ken Delapp
Marc Coan

There was a quorum of the membership in attendance.

A copy of the *Sign In Sheet, Airport Advisory Board Meeting, Thursday, August 7, 2014*, is incorporated herewith to these minutes as Exhibit "1."

3. APPROVAL OF THE AGENDA

A copy of a letter dated August 7, 2014, from Chair Cook, regarding Items 7(b) and (c) is incorporated herewith to these minutes as Exhibit "2."

Chair Cook noted that Mayor Gonzales was invited to attend the meeting, but she doesn't know if he will be here today.

Chair Cook would like to amend Agenda Items 7(b) and (c), to propose that we appoint a subcommittee to discuss these things, so we get a better idea of what the community, the Airport Advisory Board, the Airport Manager and the City wants us to do.

Mr. Ortega said then the Chair is suggesting to replace Items 7(b) and (c) with the handout [Exhibit "2"], and the agenda will still be in the same order.

Mr. Krohn said then you're saying that you want to replace Agenda Items 7(b) and (c) with the handout for discussion at that point.

Chair Cook said it is for discussion and a vote, and asked if everyone is agreeable.

Mr. Miller said he doesn't understand, saying he thought the Chair meant "we should replace these with a committee study."

Chair Cook said her handout [Exhibit "2"], suggests a committee study and what she intends to do. She said we can go ahead and do this, but without direction from the City Council, voting on this would not be the best solution.

Mr. Ortega said, "I guess the question I would have, I guess, the way I understand it, you would like to replace 7(b) and (c) for discussion and voting, to replace the handouts we got for the meeting with a committee function, and the committee function, as I understand it, is to further study those two issues, so we wouldn't be in a position to vote on that."

Chair Cook said yes, and asked if this is suitable with the Board.

Mr. Miller said this seems like a good idea since we haven't forged ahead so much on this, that maybe a study committee would be more effective than the Board at this point.

MOTION: Chris Ortega moved to substitute the handout in place of the two handouts that were given to as part of the Board packet for Item 7(b) Standard Land Lease Non-Commercial Hangar Development and 7(c) Aircraft Tie-down Agreement, and that we wouldn't vote on these items or the suggestion by the Chair to create a committee.

CLARIFICATION OF MOTION PRIOR TO SECOND: Mr. Hunke said she still believes we need to vote on establishing the committee.

Chair Cook said we will have to vote on the proposed committee, but not on Items 7(b) and (c).

Ms. Hunke said her opinion is that when we get to these agenda items we can discuss and vote on the handout, and doesn't think we need to change the Agenda.

Chair Cook said we can vote at that point to form the Committee.

Mr. Ortega said he has a question about voting on this since it wasn't on the published agenda and is not noticed publicly for a vote.

Mr. Krohn said then the motion is to put this item on the agenda to replace Items 7(b) and (c) and we don't have a vote on it.

Mr. Ortega said this is correct.

SECOND TO THE MOTION: Ron Krohn seconded the motion.

VOTE: The motion was approved on a voice vote, with Elizabeth Hunke, Chris Ortega, Ron Krohn and Mark Miller voting in favor of the motion, none voting against and Troy Padilla absent for the vote.

MOTION: Chris Ortega moved, seconded by Mark Miller, to move the minutes to the end of the Agenda between Items #8 and #9.

VOTE: The motion was approved on a voice vote, with Elizabeth Hunke, Chris Ortega, Ron Krohn and Mark Miller voting in favor, none voting against and Troy Padilla absent for the vote.

MOTION: Chris Ortega moved, seconded by Ron Krohn, to approve the Agenda, as amended.

VOTE: The motion was approved on a voice vote, with Elizabeth Hunke, Chris Ortega, Ron Krohn and Mark Miller voting in favor, none voting against and Troy Padilla absent for the vote.

5. INVITED GUESTS

a. CITY OF SANTA FE COUNCILOR PETER IVES AND MAYOR JAVIER GONZALES

Councilor Ives and Mayor Javier Gonzales were not in attendance at the meeting.

b. CITY OF SANTA FE ASSISTANT CITY ATTORNEY ZACHARY SHANDLER

A Memorandum dated March 19, 2014, to Kelley Brennan, Acting City Attorney, from Francey Jesson, Airport Manager, regarding *City Attorney review and feedback as necessary, to approve Airport Advisory Board Summary of City Resolution 1999-9 and City Code of Ethics Ordinance #2005-14, 1*, is incorporated herewith to these minutes as Exhibit "3."

A copy of page 18 of the minutes of the City of Santa Fe Council meeting of March 12, 2014, provided by Zachary Shandler, Assistant City Attorney, is incorporated herewith to these minutes as Exhibit "4."

A copy of the City of Santa Fe Code of Ethics, provided by Zachary Shandler, Assistant City Attorney, is incorporated herewith to these minutes as Exhibit "5."

Chair Cook said she is glad to have Assistant City Attorney Zachary Shandler in attendance today to help us understand the Code of Ethics.

Zachary Shandler, Assistant City Attorney, introduced himself, saying he appreciates being put on the agenda early on. He said he is going to talk about the Ethics Ordinance. He said Conflict of Interest is defined, in shorthand as, "*An appointee to a Board taking official acts that benefit a certain group with a specific and identifiable prospect of financial gain.*" He said the exception is that the conflict would be shared with the entire public. For example, as you go through the Airport Restaurant Lease, even though you and your staff eat at the restaurant, which is public and benefit enjoyed by everyone, there is no conflict of interest in you voting on that lease. *[Mr. Shandler's remarks here are inaudible]*.

Mr. Shandler continued, talking about how a member of this Board deals with the conflict if your cousin or uncle still lives with you, for a business owned by you and or a family member, your employer, your client or a customer or a non-profit where you are an officer or director, and a official comes before that may benefit this subset of people. He said step one is you disclose it to your colleagues. Step two is you do not vote. Step three is you make sure not to influence the decision.

Mr. Shandler said, "So if you have a conflict of interest, another example is if you are on the board of a non-profit like the Boys and Girls Club and they want to lease one of the buildings here, you cannot, as a Board member, participate in the discussion of the lease and you can't even tell your colleagues about it, even if you have helpful historical information, and you can't vote on it at the Board meeting. You want to make sure you are removed completely from these types of decisions. There is also the appearance of impropriety, and you want to avoid even the appearance of conflict of interest. So, for

example, if your family has a business that provides fuel to airplanes and you are voting on a contract to award another business the right to provide fuel to airplanes, you may want to recuse yourself. Not because your family is going to benefit if your family doesn't have a contract, but the perception is that if you vote no, you're blocking the competitor to allow your family business to maybe get the contract in the future."

Mr. Shandler continued, "And that's why I provided the minutes from the City Council meeting. Councilor Joseph Maestas's family has a business that owns a liquor license in Espanola, not even in Santa Fe. But liquor licenses can be transferred from city to city, and sometimes there are businesses in Santa Fe that have to go to the City Council, and the City Council has to approve the transfer of the license, for example, in Albuquerque or Rio Rancho to a new business establishment in Santa Fe. And so that was on the agenda. It wasn't his family business, it was someone else's, *[inaudible]* and this is what he [Councilor Maestas] said:

"In consultation with our City Attorney, Ms. Brennan, I want to disclose that I have an interest in a family business that owns an inter-local dispenser liquor license in Espanola that is currently for sale. As a result, I will be recusing myself from voting on any inter-local license transfer request until the family license is sold, since there is some possibility that that outcome of this body's vote may affect the value of the family license. I will also be recusing myself from any discussion this body may have about inter-local licenses generally. Since Item H(3) on tonight's agenda includes an inter-local license transfer request, I will recuse myself from both Items H(3)(a) and (b)."

Mr. Shandler said then he [Councilor Maestas], as is the practice of the City Council, he got up from his chair and he actually went outside, so there wouldn't be the perception that he was in the room looking at people, making hand gestures. So that's how the City Council handles conflicts of interest. But here, his family didn't have a conflict of interest, but to avoid even the appearance of a conflict of interest, he recused himself from that vote and that discussion because there might be a possibility that it would affect his family's license. So that's the practice of the City Council."

Mr. Shandler continued, "One of the ramifications if you do have a conflict of interest and you did go ahead and vote, under the City Ethics Code, a party, a citizen, could file a complaint against you to the City's Ethics Commission, its longer name is the Ethics and Campaign Review Board. And then you have a due process hearing with lawyers and evidence. And if it is found that you did have a conflict of interest, you could have a public reprimand issued by this Commission, you could be fined, and actually could request your removal from the Board. And if that was sustained by a board, a citizen could then could say, well maybe that vote that was taken way back when that person voted when he had a conflict of interest, maybe that vote was invalid. And you may have a citizen come and challenge a prior vote and try to overturn a prior action with the full Board which then there would be ramifications for the full Board. So the conflict of interest matter is a pretty serious one in the City Ethics Ordinance. It's only the second meeting I've been to this particular Board. I don't know how often it comes up. I thought I would remind you with a 5 minute presentation, a refresher course on that, and answer any questions."

The Board asked questions and commented as follows:

- Mr. Krohn asked Mr. Shandler how this would extrapolate to an advisory board that issues no directives and does not set policy and its votes are binding. He said, "We only issue recommendations which are subsequently voted upon by the City Council."

Mr. Shandler said, "I think the same type of standard would apply, even if you are just considered as an advisory board when there is a City source. That would be my advice."

- Mr. Ortega said this Board in the past has discussed the difference between recusal and abstention. He asked, "At what point, if I had a potential conflict on a certain topic, is it considered attempting to influence another board member by my debating and discussing that topic, or is it best just to recuse yourself from the discussion and not just abstain from voting?"

Mr. Shandler said, "What Councilor Maestas did, is he literally left the room before the discussion started. So I think that is the best practice. In terms of abstaining and recusal, I could spend 45 minutes talking about the Latin roots of each word, but I've found in 15 years of practice, that they are pretty much the same. Whatever verb you want to use for not voting."

- Chair Cook asked Mr. Shandler if the only time the Chair votes is the case of a tie, noting it has nothing to do with a situation of financial interest.

Mr. Shandler said that is the general rule, that the Chair votes only when there is a tie vote..

Chair Cook thanked Mr. Shandler for his presentation.

Mr. Shandler said the Board members may contact him at any time if he is available. Mr. Shandler had to leave the meeting at this time because he had to attend another meeting.

Troy Padilla arrived at the meeting during the previous presentation

6. FROM THE AIRPORT MANAGER

a. MONTH IN REVIEW

Ms. Jesson reviewed *FAA Contract Tower – Airport Operations Count Record*, which is in the Board Packet. Please see this document for specifics of this presentation.

Ms. Jesson reviewed the 3 legal size pages attached to the Count Record, which are in the packet. Please see these documents for specifics of this presentation. She noted, as she said last month, the flights are running very full, and the latest load factor is about 94%, and they are still seeing some significant over-booking. She said the flights are going out and coming in as full as they can be.

Ms. Jesson said we should finish the year with 140,000 in and out. She noted most airports in this region are flat or declining, and we are still in double digit growth.

Ms. Jesson said in working on this year's budget, she did a forecast based on previous enplanements to try to get an idea of what a calendar year enplanement would look like in 2014. She said she went through the numbers, which are in the packet, noting she was off about 2,800 on deplanements, and on total passengers about 2,900. She feels good about her forecast, and may tweak it a little based on the weight restrictions we have experienced. She said she still thinks we will finish up year with 140,000 passengers coming in and out. She said the last report she got for airports in this region – New Mexico, Texas, Arizona and the rest of the region – most airports are flat or declining, and any growth is in the single digits, and we still are in double digit growth.

The Board commented and asked questions as follows:

- Mr. Padilla asked, with that load factor rate, if there are discussions about adding more flights.

Ms. Jesson said that is a good question, and something more appropriate to come out of the air service study. She said the grant for the air service study went to Public Works and Finance Committees, and will go to the City Council on August 13, 2014. She said once the grant is approved, we can launch the air service study. One of the primary things we'll get out of that study is our service level, the demand and the options to meet any demand increase. She said generally airlines don't tend to add additional flights unless they can put a lot of people on those flights. She said a differential of 10-15 people a day isn't a whole flight. She said we will know more after the air service study is complete.

- Mr. Padilla said he has been flying back and forth to Denver quite a bit, and several times he tried to book a flight and it was unavailable.

Ms. Jesson said our consultants will collect the information and analyze, and come back to us with strategies for the level of service for which there is a demand.

- Chair Cook asked who is doing the air service study.

Ms. Jesson said it is Boyd Group International, out of Colorado, and is very well known in the industry for air service development. She said we are fortunate to get the Boyd Group, because in the last 10 years or so, it has made a lot of predictions on what the industry will do. A lot of times, its predictions were different from other groups, and Boyd Group consistently has been right on target. She said they watch trends closely. She believes we will get a good report out of that.

b. 2014 NEW MEXICO AIRPORT SYSTEM PLAN UPDATE

Ms. Jesson this is an advisory to this Board. She said there is a letter in the packet she received from the New Mexico Department of Transportation, Aviation Division, giving us official word that they are

about to be kicking off the New Mexico Airport System Plan update, noting the update is done every 5 years, and the last update was done in 2009. She said the 2009 numbers for the Santa Fe Airport shows an economic impact of \$7 million annually, noting in 2008 we essentially had no air service at the Airport. She said she is "curious and anxious to see what the plan will show, not only for the entire State, but what kinds of numbers we are going to see at this Airport." And she said she thinks that is coming at a time we are launching the air service study and the Airport Master Plan update, and those numbers will inform the next 10-20 years of the Airport.

Ms. Padilla asked if this is the same Coffman Associates that did the master plan.

Ms. Jesson said yes.

c. STATUS – CONSTRUCTION PROJECTS IN PROGRESS

I. TWY F EXTENSION

Ms. Jesson said, regarding Taxiway Foxtrot, she reported at the last meeting that all of the repaving was completed and we were waiting for electrical supplies to be delivered to the contractor could begin installation of it. She said the materials have been received, and they have been working for the past two weeks installing the electrical lines to Taxiway Foxtrot. She doesn't have a date as to when it will be open, but by the next meeting she should have a better idea. She said she sent the changes to the FAA for the published document. She said the next edition of the *Airport Facility Directory* and [inaudible] will show Taxiway Foxtrot.

ii. RWY 2/20 MIRL UPGRADE

Ms. Jesson said Runway 220 is still proceeding, and they are making their way down the runway. However, there has been so much rain lately, it has difficult to get a lot of work done, and in the past two weeks they've had to cancel because of rain or it is too muddy to work. She said she continues to monitor the weather, and hopes they will be able to get out there as much and as often as they can.

Ms. Jesson said at the last meeting there was a question about the intersection work, which will require a one-way closure. She said one of the things we realized in the plan is that the bulk of the intersection work is outside the safety area. So we will be able to get more of the intersection work done than we thought without having to close the airport. She said there may be some closures, but hopefully it will be very limited, or we may actually get it done without having to close all 3 runways.

Mr. Padilla asked if we know how delayed they are currently.

Ms. Jesson said we have extended the time to end of August..

Kent Frieier, Molzen-Corbin, said they probably lost a couple of weeks work.

Mr. Padilla asked if they are still on track with their work, if you take the rain days out. He asked how that works.

Mr. Frieier said we will see where they are in September, noting right now, they have all their cans in from Taxiways all north and from the intersection south – those are in place which is pretty good. He said the intersection work shouldn't be too bad [inaudible]. He thinks they are on track for the end of September.

Mr. Padilla said historically, these projects have run late and it is hard to monitor if they're late since we have had a rain, commenting sometimes they take advantage of that, and extend it even further.

Ms. Jesson said part of the contract has rain days in it, and Kent is the one who approves the weather days, and determines whether or not it is an approved weather day. She said we want them to finish the job and do the job well. She said her maintenance staff normally works Monday through Friday six to three. She said because night work involves closing the primary runway, one of them comes at 10:00 p.m. and closes the runway, and the other comes at 4:30 a.m. and makes sure the contractor is off and clear and then opens the runway. She said they are pulling a lot more overtime because they have to come out and close and open the runways, noting they usually pull 26 hours overtime every other week. She said it is everybody's interest to get the project completed, because it is putting a lot of stress on the staff.

Chair Cook said that is really hard on the employees.

Mr. Ortega asked if the contract has a penalty clause for damages, and how much is it.

Mr. Frieier yes, and it is \$500 per day.

iii. RWY 10/28 MIRL FLIGHT CHECK

Ms. Jesson said we finally got the check to Washington, noting there were delays in City Finance. She said they won't give us a flight check until they have received the pre-payment. She hopes to hear from them by tomorrow or early next week once they have scheduled the flight check. It has been a really long and challenging process to work through the system, but she believes we are at the end of it.

7. ACTION ITEMS

a. DISCUSSION – FEDERAL REGISTER DOCKET NO. FAA-2014-0463, NOTICE OF PROPOSED POLICY ON THE NON-AERONAUTICAL USE OF AIRPORT HANGARS

A copy of a communication dated July 22, 2014, with attachments, from the Department of Transportation, Federal Aviation Division, regarding Policy on the Non-aeronautical Use of Airport Hangars, is incorporated herewith to these minutes by reference.

Chair Cook said the communication came out last week, and they are giving us 45 days to send comments to them.

Mr. Ortega asked, once the comment period is closed what happens then.

Ms. Jesson said it depends. She has seen comment periods close, and sometimes it is reopened based on the comments, and that will depend entirely on the FAA. Ms. Jesson said the reason this is in the packet is because it is notice of proposed policy and a notice on the proposed rulemaking. She said the FAA has to send things out for comment before they can make changes in policy or in rulemaking. She said this jumped out at her, particularly, as pertinent to all airport that have general aviation and hangars. She said since we have been talking about hangar leases and uses and things like that, she thinks it is important to see when there is notice of propose policy or notice of proposed rulemaking that could impact the airport in any way, not just involving hangars. We have a chance to submit a comment and go for a public response to it.

Chair Cook asked if the AOPA and the other associations know about this.

Ms. Jesson said she is sure AOPA knew about it even before it was in the Federal Register.

Mr. Padilla asked if there is already a rule on this storage of non-aviation aeronautical stuff.

Ms. Jesson yes, but if you read it, the FAA is saying it has a long standing policy. She said they are trying to solidify and clarify the language which has been misinterpreted by some airports, and get comments from pilots. She said she doesn't see us having an issue at this Airport and she has seen nothing that strikes her as being in violation of long standing FAA policy. She said when she worked at the Airport which was owned and operated by the County of Los Angeles, the County had an Ordinance, a rule, about storage of non-aeronautical items in hangars at the Airport it owned. She said they were very strict. She said you could store a box of supplies used to maintain your airplane and a fire extinguish, but absolutely nothing else. She said it was too strict in her opinion. She appreciates that the FAA is saying items are non-incidental, as long as they don't displace the aeronautical use of the hangar. She in Los Angeles, nobody paid attention to it. She thought this was important information for the Board, and on which to comment if they would like to do so..

Ms Cook reiterated that people are able to comment for 45 days from July 22, 2014.

b. DISCUSSION & VOTE – STANDARD LAND LEASE NON-COMMERCIAL HANGAR DEVELOPMENT

c. DISCUSSION & VOTE - AIRCRAFT TIE-DOWN AGREEMENT

Items 7(b) and 7(c) were combined for purposes of presentation and discussion

A copy of pages 16-17 of the Airport Advisory Board Minutes of June 6, 2013, are incorporated herewith to these minutes as Exhibit "6."

Chair Cook said we will consider Items 7(b) and 7(c) together. She said she will read her statement into the record and said we can't vote on this at this meeting.

Chair Cook read her statement into the record, suggesting a committee of 5 people be appointed to look at these issues and report back to this Board at its September meeting, noting once we get direction from the City Council on their vision for the Santa Fe Airport, "we can then proceed with discussion and voting at the Airport Advisory Board." Please see Exhibit " 1" for specifics of Chair Cook's statement.

Ms. Hunke said we don't need to vote on this, because the Board already voted on a Resolution in June 2013, which provided for setting up a stakeholders committee, with at least two Board members on it. She thinks we can just do it because we've already voted, and the Chair is proposing almost the same things.

Chair Cook said she doesn't know if it is possible.

Ms. Hunke said we don't need to vote on it, we can just do it and we would be acting on a Resolution we adopted over a year ago.

Mr. Ortega asked if we can make a motion to send the issue of the leases to the stake holders committee that has already been voted on and approved.

Chair Cook said she doesn't remember any stakeholders committee and doesn't know that we can do that.

MOTION: Ron Krohn moved to send the leases on the agenda today, Item 7(b) Standard Land Lease Non-Commercial Hangar Development and Item 7(c), to the stakeholders committee for discussion and report back to this Board. **[NOTE: There was no second to the motion]**

DISCUSSION ON THE PROPOSED MOTION: Chair Cook asked who is on the stakeholders committee.

Mr. Ortega said he wasn't on the Board in June 2013, and you would need to go back to the minutes.

Ms. Jesson said she recalls that dealt with minimum standards which differs from leases.

Ms. Hunke said, "Madam Chair, it was covering everything. We actually discussed leases at that meeting. That was when we had the big long discussion." She said it might have been in May, but she thinks it was June. She said, "And we can go back to the minutes and check it, but what we said is that we need to start up our stakeholders committee to discuss all of these issues, because Francey had said we needed all of these things, minimum standards and leases, and so the committee (Board?) was for all of that."

Mr. Padilla asked if a committee was discussed and approved at that time.

Ms. Hunke said no. The committee wasn't actually set up. The Board was basically saying we need to set up a committee to do this, but the Board actually didn't set it up, and believes that was the Chair's job.

Mr. Padilla asked the Chair if she recalls the makeup of the proposed committee.

Ms. Hunke said she doesn't believe it says how many people, but it did provide for at least two Board members, and members from the public and stakeholders at the Airport.

Chair Cook asked Elizabeth Martin if she has suggestions to proceed without having the Resolution.

Ms. Martin asked if it was a document, a Resolution.

Ms. Hunke said, "No. It's not like that, it was during the meeting. It was a motion and the Board voted."

Ms. Martin said if the committee has never been set up, then the motion should be amended to say that the committee should be formed, however you are going to do that, and then those items need to be sent to the committee for review, to be reported back to this Board at the September meeting.

FRIENDLY AMENDMENT TO THE PROPOSED MOTION: Ron Krohn would like to amend the motion to send the leases on the agenda today, Item 7(b) Standard Land Lease Non-Commercial Hangar Development and Item 7(c), to the stakeholders committee for discussion and report back to this Board.
THE AMENDMENT WAS FRIENDLY TO THE MAKER OF THE MOTION.

CONTINUATION OF DISCUSSION ON THE PROPOSED MOTION: Chair Cook asked if the Board would like to review the Board minutes on this issue.

Mr. Padilla said he hasn't seen the minutes, but he doesn't think it changes anything, because it is talking about forming a committee which already has been voted on. It is saying what Ms. Hunke is saying other than there will be two board members instead of one, which he doesn't think is a problem.

Ms. Martin said they also could form the committee as requested by the Chair.

Mr. Padilla said otherwise we would have to wait to the next meeting to vote on this issue.

Too many people talking here at one time to transcribe

Chair Cook said she was keeping it at 5 members to keep it from becoming too unwieldy. She said if we add another Board member, she thinks we should add another community member.

Mr. Padilla said he doesn't think 6 is the correct number for a City committee, and it should be 5 or 7 members, in the event there is a tie or a conflict of interest..

Mr. Ortega said three of us were not on the Board last year, and he is uncomfortable in committing to a vote. He said he is okay with forming a committee of some sort to help the Board in making a recommendation on these topics, but he doesn't know what the topics were at that time and if that can be expanded.

Chair Cook said her intent was to have a committee to look at these topics, and not rules and regulations which are another matter, and she believes 5 members are sufficient for these topics.

Mr. Padilla asked if this is the road we want to go down – do we all think this is appropriate – to form a committee to look at it so we can take it further.

It was the consensus among the members of the Board that this is something they want to do and that it is appropriate.

Mr. Ortega said his confusion is in forming a committee to vet whatever topics we would like, noting some of us may have conflicts on those subjects. He doesn't believe we can have one committee to do all of them. He said we should give thought as to how the committee or committees would be structured for different topics.

Responding to the Chair, Mr. Padilla said he would have a conflict on commercial leases, nor the tie-downs.

Chair Cook said getting two members of the Board to discuss all these things is difficult.

Mr. Ortega asked if it would be easier to have smaller committees of 3 Board members to look at individual topics.

Chair Cook said anything is possible, we just need to discuss it and move forward.

Mr. Padilla said he would just like to move forward with this, whether it is a committee of 5 or 7, because we've talked about this for 6 months. He wants to move forward because there other things that we need to be doing. He said we have the foundation, with drafts and good materials we have discussed. He said we spend a lot of time discussing the minutiae of all of this. He said we can do this as a subset of this committee, and when there is agreement, we can bring it before the Board so we can move forward. He thinks we should do this sooner than later. He said we have the master plan coming up and other things moving forward, "and we're still going to be talking about leases."

RESTATEMENT OF THE MOTION BY THE STENOGRAPHER: Ron Krohn moved to send the leases on the agenda today, Item 7(b) Standard Land Lease Non-Commercial Hangar Development and Item 7(c), to the stakeholders committee for discussion and report back to this Board, and Ron Krohn proposed a friendly amendment, to amend the Motion to form a stakeholders committee as previously approved by the Board and send the items to the stakeholders committee for discussion and report back to the full Airport Advisory Committee.

Mr. Padilla asked, "Is there a reason we can't weld this one together with last June's in terms of this one says 5 members, and if we go with 2 Board members like the June 2013 vote, can we not fill the other 3 seats in the similar way that you are proposing this, and still end up with 5 and still end up using last year's committee approval."

Chair Cook asked him to repeat his question.

Mr. Padilla said, "This proposal is for 5 members, one of which is a Board member. Last June's was some unknown number, but 2 Board members. So why it can't be 2 Board members and 3 others and end up with 5."

A member said they believe Ms. Jesson has to be a member of the committee.

Ms. Jesson was provided with a phone with relevant pages (16-17), of the minutes of June 6, 2013 [Exhibit "6"]. Ms. Jesson read the relevant portion of the minutes into the record as follows:

Mr. Allison moved to give Francey direction related to 7(d)(i), Airport Minimum Standards, ii. Airport Rules and Regulations and iii. Airport Rates and Fees Schedule – that she start investigating how we can improve the standards, regulations and fee schedules to be more in conformance with the current airport standards in the country and the vehicle to that will be the creation of a stakeholder committee, seconded by Ms. Hunke, motion carried by unanimous voice vote.

Ms. Jesson continued saying it was stakeholders and 2 Board members.

Unidentified asked if it talks about hangers and unidentified said it does in the next part.

Chair Cook asked what does it encompass, and if it encompass all rules and regulations, hangar leases, tie-downs.

Ms. Jesson said, "The motion was for Airport Minimum Standards, Airport Rules and Regulations, Airport Rates and Fees Schedule. And the next one is motion carried. And there was a question from the audience about leases and my statement was 'I understand that the direction I got from the Board is to proceed.' The action taken as follows:

Ms. Hunke moved that her recommendation is that any lease agreements that are underway in development be continued and that new lease agreements should be looked at carefully before launching, seconded by Mr. Talarczyk, motion carried by unanimous voice vote.

Chair Cook said, "Okay. So we understand it is a committee with stakeholders and 2 Board members, and they are to do Rates and Fees."

Ms. Jesson said, "Airport Minimum Standards, Airport Rules and Regulations, Airport Rates and Fees Schedule."

Ms. Jesson said it was amended to include lease agreements, and reiterated the quote on the amendment. She doesn't see how that relates to the motion for the committee.

Ms. Hunke said, "Those motions were both part of the same conversation. When we were talking about it, there was a person at the meeting who wished to build a hanger. And the problem was that we needed to write these minimum standards, and rules and regulations and all that stuff in order to know what to put into the agreement for them to be able to build the hangar. That's what the conversation was about, and so the motion concerning the minimum standards, rules and regulations and all that kind of stuff was an umbrella thing, and we need the stakeholders to do the background, legwork for that. And then in the meantime, because this person wanted to build a hangar, what was said was, we'll go ahead and work on that because we don't want that person to have to wait until we get the minimum standards done. Because the minimum standards...."

Chair Cook said, "That person did not have a signed lease agreement."

Ms. Hunke said, "No, not yet, but they were working on it. That was the thing, they were working on it and he didn't want to have to wait, and so all those other things were done. And so these two motions were made together as part of that same conversation."

Chair Cook said, "Well I don't read it that way. I don't hear that the leases were in that except for that one courtesy. Whatever the Board...."

Mr. Ortega said, "I would just point out that it doesn't mention tie down agreements at all. And if the same stakeholder committee is going to be reviewing other things like that, it's apples and oranges all over the place."

Mr. Padilla said, "Madam Chair, I would have to agree. I think we should take one thing at a time, whether it be tie-down agreements or the lease agreements that we're talking about, I think we should form that committee just to talk about those. And then as soon as we go there, then we form another committee that the next thing and the next thing after that. To put it all together in one and have one committee that does it all, I think could be a very hard way to get that done. And you could have multiple subcommittees handling different projects as this thing moves forward, you have it all in one. Simultaneously, you could have it [inaudible]."

WITHDRAWAL OF THE MOTION: Ron Krohn withdrew his motion.

Mr. Padilla said we need to do this, and asked if we can make a motion to move forward to do the subcommittee.

Chair Cook asked Ms. Martin for guidance.

Ms. Martin said you can do this because it deals with the leases and the tie-downs which are noticed, so you could respond to that with discussion and vote on it.

MOTION: Chris Padilla moved, seconded by Ron Krohn, to form a committee to talk about Airport Tie-Down Agreements and Non-Commercial Hanger Leases, and the committee shall be composed of 2 members of the Airport Advisory Board, Francey Jesson, Airport Manager, and 2 members from the aviation community.

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

Chair Cook asked for suggestions as to how soon they can get started, noting if they report to us in September, they need to be appointed.

Mr. Padilla said he wants to form this committee. He thinks the Chair should gather the names, and make a decision this evening on which Board members will serve.

Chair Cook said the two Board members have to be Troy Padilla and Mark Miller, because they are the only Board members who have no interest in the non-commercial leases or the tie-downs.

Chair Cook asked Mr. Miller if his job is such that he could be on this committee.

Mr. Miller said he is reluctant, because this is an intense season and the owner is "incredibly hands on."

Mr. Padilla asked if we can have a Board member who participates when the committee talks about hangar leases, and another who participates when the committee talks about tie-downs, so there is no conflict.

Unidentified said the person would have to recuse themselves only from the vote, but not from talking.

Ms. Martin said Zachary Shandler, Assistant City Attorney, said they had to recuse themselves from the discussion.

Chair Cook asked how the Committee would like to proceed getting members from the aviation community, commenting she would like them to give us two names as soon as possible, so we can get the committee moving forward. She asked if there is anyone from the aviation community that wants to meet with us after the meeting to talk about members, and get the committee membership completed this evening.

Marc Coan volunteered help in this regard.

Chair Cook questioned whether the Aviation people should be named, noting the pilots don't belong to any association.

Mr. Padilla asked if the Board can entertain nominations, approve the nominations and form the committee now.

Chair Cook said it would be fine, but the only 2 people that can serve on the committee that don't have a financial interest are Troy Padilla and Mark Miller.

Mr. Ortega asked if the chair is referring to the Board and the public as well, in terms of entertaining nominations.

Mr. Padilla said yes.

NOMINATION: Mr. Ortega moved, seconded by Ron Krohn, to nominate Troy Padilla.

DISCUSSION: Mr. Padilla asked if we can have one Board member to talk about tie-downs and then have another Board member to talk about leases.

Chair Cook said, "I guess they can do anything they want to do."

NOMINATION: Chris Padilla moved, seconded by Elizabeth Hunke, to nominate Chris Ortega to talk about leases.

NOMINATION: Elizabeth Hunke moved, seconded by Chris Ortega, to nominate Ron Krohn to talk about tie-downs.

DISCUSSION: Mr. Padilla said Chris Ortega and Ron Krohn will share one seat.

VOTE: The nomination of Troy Padilla, and Chris Ortega to talk about leases, and Ron Krohn to talk about tie-downs, to serve on the stakeholders committee, were approved unanimously on a voice vote.

NOMINATION: Chris Ortega moved, seconded by Mark Miller, to nominate Bill Aneshensel and Marc Coan to serve on the committee as representatives from the aviation committee.

VOTE: The nomination of Bill Aneshensel and Marc Coan to serve on the stakeholders committee as representatives of the aviation community, were approved unanimously on a voice vote..

Chair Cook said then the stakeholders committee is formed, and we will ask them to meet and discuss tie-downs and leases, and to report back to this Board at the meeting on September 4, 2014.

Ms. Jesson asked who will organize the meeting and set the agenda.

Chair Cook asked Mr. Padilla if he will organize the meetings, and Mr. Padilla said he is willing to do this.

Chair Cook said we also need to wait for some kind of vision from the City Council, because they have given us no vision of what they feel that should be developed at the Airport.

d. DISCUSSION & VOTE – MISSION STATEMENT

Chair Cook noted the proposed Mission Statement is in the Board packet.

MOTION: Chris Ortega moved, seconded by Troy Padilla, to approve the Mission Statement as presented by staff and contained in the Board packet.

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

e. DISCUSSION & VOTE – ETHICS SUMMARY

A copy of a summary of the enabling Resolution No. 2999-9 and summary of Code of Ethics Ordinance No. 2005-14, I, provided by Zachary Shandler, Assistant City Attorney, is incorporated herewith to these minutes as Exhibit "7."

Chair Cook noted the Ethics Summary also is in the Board packet [Exhibit "7"].

Chair Cook said you heard the comment from Zachary Shandler, Assistant City Attorney, "that he doesn't think it's necessary, therefore, do we want to continue this or not. You have it in front of you."

Mr. Ortega said last month we talked about this a little bit, and Mr. Padilla suggested that it be handed out along with the Code of Ethics to new Board members as they are appointed to the Board.

MOTION: Chris Ortega moved to provide a copy of the Ethics Summary and the Code of Ethics to newly appointed members of the Airport Advisory Board.. **THE MOTION DIED FOR LACK OF A SECOND.**

MOTION: Chris Ortega moved, seconded by Mark Miller, to postpone this item indefinitely.

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

4. APPROVAL OF MINUTES – JULY 10, 2014

A copy of *Corrections to July 2014 minutes Elizabeth Hunke*, submitted for the record by Elizabeth Hunke is incorporated herewith to these minutes as Exhibit "8."

The Board commented and asked questions as follows:

- Mr. Ortega said in the Public Comment section on page 10, Item #7, the minutes say, “Comments were made from the public on an informational basis, no action needed.” He said his notes say there were 3 comments from the public, each of which responded to the discussion items which were on the meeting agenda, and each had a specific request from the Board. He said considering we are a municipal airport, he thinks feedback from the community is important to the Board and should be a matter of public record, and this one-liner summarily dismisses all of the input the public had at the meeting. He thinks the public comment should be included in all of the minutes, otherwise the public record is expunged of public comment.

Chair Cook asked if he would like to add this to the minutes.

- Mr. Ortega asked how the minutes were formed without the public comment – how were minutes produced without that, noting the minutes have included public comment in the past.
- Chair Cook said it says it is “on an informational basis,” which public comment is information the public wants us to hear.
- Mr. Ortega asked if the minutes are transcribed and subsequently edited.

Ms. Martin said whoever did the minutes records the proceedings, then the minutes are transcribed from the tape(s) and submitted to the City Clerk, to be approved subsequently by this Board.

- Mr. Krohn said then we’re seeing the minutes as they were transcribed. He asked how we can assure, going forward, that public comment is included in the public record.
- Chair Cook asked if he is saying that everything everybody says should be in the minutes.
- Mr. Krohn said no, “but to be totally eliminated when it is in response to discussion items and specific requests that are made, and to be expunged, is inappropriate.”
- Mr. Ortega said he agrees, commenting we should ask the Stenographer the purpose of capturing the names of public in attendance and if the names are captured on the sign-in sheet, we should be including their comments in the minutes as well.

Ms. Martin said he should consult with the City Clerk, and can only say that in doing other minutes, the public comments are included.

- Ms. Hunke said she has a lot of corrections, noting she has two pages of “my points which I would like to have inserted in the minutes, because these are points that are missing. One of them I have in here, I actually wrote a summary of the public comment because I did take notes on that, and I have a copy to give the Stenographer, because the public comment is part of the minutes.

There were a number of other things that were completely left out of these minutes, points that the board made that are not in the minutes at all."

- Ms. Hunke said she would like to point out a couple of the corrections.
- Mr. Padilla asked, other than the Stenographer looking at these, are the minutes edited somehow by some other person.

Ms. Martin said the minutes are submitted to the City Clerk and then they come to you for approval and any changes, but you can't change what was said at the meeting. The minutes are then approved by the Board, signed by the Chair, and become a public record.

- Mr. Padilla said we feel the minutes are incomplete. He said there seems to be an impression that things were left out intentionally. He asked if that is possible, and can that happen.

Ms. Martin said she shouldn't comment because we're talking about someone else's work, and she would rather not. She said you now have a new Stenographer Melessia Helberg, as well as herself working on these. She said if this is what you want, in the future we can ensure the comments always are included. She will have to talk to the City Clerk to see if information can be included that isn't in the official minutes. She said if there is a recording we can "match it up."

- Ms. Hunke asked how long the tapes are kept – at least until the minutes are approved.

Ms. Martin said they should be, but she can't speak for somebody else.

- Ms. Hunke said she would recommend we encourage whomever does the minutes to listen to the recordings.

Ms. Martin said the City Clerk would be the one to direct that person to do that.

- Ms. Hunke said she is sure what she has is not complete, and believes her notes are mostly correct, so listening to the recording would help. She pointed out two things which were left out of the minutes. She said, "Mr. Padilla is Mr. Krohn or Mr. Ortega, said the Board needs to work on these documents and we were talking about agreements, before sending them to the attorney. That was one of the statements that was made during the meeting and I do remember Ron saying that."
- Mr. Krohn said he commented that the process for the lease is it would be drafted and submitted to the Board, the Board discusses it, any needed amendments are made to the draft, and the Board approves the draft. Subsequently, it goes to the attorney for review and approval.
- Ms. Hunke said that is what should happen, noting there was no vote because it was not an action item, but it wasn't included in the minutes.

- Chair Cook reminded the members this is an advisory board, and we can't write the documents, we only can recommend.
- Ms. Hunke said the minutes need to be a fair representation of what we said at the meetings. She said there are 20-30 minute conversations which were reduced to a paragraph which didn't capture "the point of what we were saying. It said we talked about it, but it didn't say what we actually said. It's not okay."
- Mr. Padilla said he appreciates what she is trying to do in getting what was said, but it is a version of what you recollect. He said perhaps we could ask the City Clerk to put the original intent into the minutes and we look at the minutes at that time, rather than including your recollections.
- Ms. Hunke said, "Here is what I was going to recommend. I don't want to read all of this, but what I have are 2 typewritten pages of correction which are coded, and a hard copy of "basically numbered things, okay, this one goes in here and goes in here, approximately the way I remember it. Can the stenographer listen to the recording and say, oh yes, that's approximately right, or they can change it. And then, next month the whole Board can review it and vote on it at that time. And so for approval of the July 10, 2014 minutes, I was going to make a motion to postpone the approval of these minutes to next month until we can review a revised version with my comments and everybody else's."
- Chair Cook said she doesn't know that is possible. We had a person taking minutes and taping the meeting. She said Anna was here, and she gives the notes and tapes to Fran who translates them into minutes. It's a chain type of thing.
- Mr. Ortega suggested that the Board go to the City Clerk

MOTION: Ron Krohn moved, seconded by Elizabeth Hunke, to postpone approval of the minutes of the meeting of July 10, 2014, to the next meeting, until the revised minutes are received and the Board can consider the changes proposed by Ms. Hunke.

DISCUSSION: Mr. Ortega asked, if the stenographer does not want to make the corrections, perhaps the the information could be included and given to the City Clerk so we can review and approve them at the next meeting.

VOTE: The motion was approved on a voice vote with Elizabeth Hunke, Ron Krohn and Mark Miller voting in favor of the motion, and Chris Ortega and Troy Padilla voting against.

Ms. Hunke said she would send the 2 pages of corrections and additions to the board members electronically.

Ms. Hunke said she would like to review the proposed changes in the handouts. After discussion it was the consensus among the Board not to go through the changes item by item and to wait for the revised minutes at the next meeting.

8. ITEMS FROM THE BOARD

A copy of a letter to the Editor of *The Santa Fe New Mexican* from Carolyn Cook, Chair, Airport Advisory Board, submitted for the record by Carolyn Cook is incorporated herewith to these minutes as Exhibit "9."

The Board Commented and asked questions as follows:

- Chair Cook said several people didn't see her letter to the editor, and handed out copies to the Board and to others
- Mr. Padilla would like to hear from Bob Wood, and asked if we can add him to the agenda other than under Public Comment, saying he always gave a report from the tower and he misses hearing from him.
- Chair Cook agreed, and asked if he could be added to the agenda for the next meeting. She asked Mr. Wood if he would like to speak to the Board.

Bob Wood, Air Traffic Manager, said he did comment at the last meeting and it was "blown off as public comment." He agrees with Ms. Hunke with regard to the minutes, and with the proposed corrections. He suggested that perhaps the Stenographer would use more than one microphone for recording the meetings. He said, "I would be happy to comment on anything. I feel very slighted that the comments of the 3 people who spoke were deemed to be unrecorded." Mr. Wood went on to comment that more microphones are needed and that comments from the public should be included in each set of minutes.

Chair Cook said the Board will consider his suggestions.

- Mr. Padilla would like to add a report from the Air Traffic Manager following the Airport Manager's comments at the next meeting.
- Chair Cook said she will include that on the next agenda.
- Chair Cook said she received an email from Justin Lowe, who interned with the Airport. She said he has been hired at the King County Boeing Airfield in Seattle, Washington. She said Mr. Lowe wanted the Board to know of his success, and to thank the Board on his behalf, especially Ms. Jesson.

- Chair Cook said the Airport Manager and the Airport Advisory Board, have been asked to give a report to, and have been placed on, the City Council Agenda on Tuesday, September 23, 2014.
- Ms. Hunke what the purpose of this report.
- Chair Cook said part of her job as the Chair is to report what is happening at the Airport to the Governing Body. She said she had a short meeting with Mayor Gonzales, and he asked that we report to the Governing Body, and we have been placed on the agenda.
- Mr. Padilla asked what time we will be giving the report, and Ms. Jesson said she will have to find out.
- Chair Cook said she doesn't know, and she will get more specific information and provide it to the Board.

9. PUBLIC COMMENT

Anita Medina, Administrative Assistant, Santa Fe Airport, said it is a good idea to get microphones for everyone, but questioned who would purchase them. She said we can't ask the stenographer to make that purchase.

Mr. Miller said we could put a microphone on the corner and ask people to speak into it.

Ms. Jesson said it is important that the Stenographer works out of the City Clerk's Office, because the Airport has nothing to do in terms of the minutes. She said we may want to have certain things to ensure meetings are recorded, but that has to be requested of the City Clerk.

Chair Cook said we can ask people to stand up and speak loudly.

Mr. Wood said he was under the impression that recording equipment is available, such as for the City Council meetings.

Chair Cook said she doesn't think so.

Ms. Martin said the Stenographers are responsible for providing their own equipment, including for the Council meetings.

Dee Cerda, Envoy Air, said, "I want to state that our summer has been good. We have had 10 aircraft a day, but are down quite a few bodies." She said they are working with the 10 aircraft a day with 12 staff people, noting "I am out there as well." She said the main goal is to get flights out on time. She said they are in the process of hiring, and to please let her know of anybody who is interested, commenting they will train people. She said it is looking positive for next year.

Chair Cook asked what are the requirements for the jobs.

Ms. Cerda said they must be willing/able to work in the heat and cold, and to lift and pull, and pass a background check as well as drug testing.

Chair Cook asked if this is with United and American Airlines.

Ms. Cerda said the jobs are listed on line with www.envoycareers.com.

Richard Allison said he is concerned about what the attorney said today. He said this Board is appointed by the Mayor, and the Mayor wants input from people from all areas of the Airport. He said as a pilot, he wants to have someone on the Board representing his interests. However, he said he doesn't understand the reason he can't discuss issues with different people and then advise the Mayor and City Council what the pilots say about it, because that is what the Mayor Wants. He said none of you vote to raise the leases, because that is done by the Mayor and Council. He said this is the mistake the attorney is making. He said "You represent me and the public."

Mr. Allison said he thinks we, as an airport, are looking at easy ways to get things done and that is to raise fees. He said we need to look at more efficient ways to keep the airport going. He said there is money in the budget to support the fire station, but we really don't need a 24/7 fire department at the airport. He said the hard thing for the Board to do would be to take that issue up and use that money elsewhere in the budget, such as to hire another maintenance person. He said the tower opens at 7:00 a.m. and closes at 9:00 p.m., and "that is what should be staffed."

Chair Cook asked Mr. Ellison if he is suggesting that we not follow the rules the City Attorney set out for us.

Mr. Allison said, "I am suggesting that the Attorney made a mistake. Attorneys make mistakes. The Mayor asked for this Board to be diverse and representative of the stakeholders. How are the Mayor and Council going to know if we can't tell them."

Chair Cook said she understood Mr. Shandler to say that Board members had to recuse themselves if they had a financial interest in a matter before this Board.

Mr. Allison said he owns a tie-down. If he has to recuse himself from discussions, how is the Board going to know his advice, reiterating that he is appointed by the Mayor to do that. He said a person with a conflict can't vote on raising fees, but they can advise the Board. He said, "That is where I think the mistake is. You can't advise on hangars or anything else. It does not make sense."

Marc Coan thanked the Board for deferring action on 7(b) and 7(c), and for creating the committee, and said they all will work hard to get things done.

Mr. Coan said he thinks Mr. Allison was trying to say that this is not a policy making body, that this Board is an advisory body.

Mark Fitzgerald said he spoke at the City Council a month ago regarding the Airport after reading an article in *The Santa Fe New Mexican*. He said he moved to Santa Fe last year and he finds Santa Fe to be an extremely liveable city which offers many amenities to its citizens in terms of the arts, museums and such. He said this is the State Capitol of New Mexico, and "One jewel I see that is underdeveloped, is this airport. I thank all of you for donating your time to be on an advisory board, because they can be time consuming and more time consuming than you thought. I applaud all of you."

Mr. Fitzgerald continued, saying he assumes the City owns the Airport, saying the City was able to come up with \$100,000 to bring an episode of some TV show to Santa Fe to film the show here. He doesn't know of too many people who don't know about Santa Fe. He said if they could come up with that \$100,000 to film a TV show in Santa Fe, he believes they could find more money to upgrade this airport.

Mr. Fitzgerald continued, saying he lived in Missoula, Montana, which is about the same size as Santa Fe. He said Missoula has 14 airlines serving its airport with direct flights – 675,000 people in and out. He doesn't understand why this airport can't do the same thing. He said we need to keep speaking to the Council about this. He said a City the size of Santa Fe needs a strong airport to keep tourism and commerce going. He said the City is not looking toward the future of young people who want things to do other than museums. He said an Airport offering better flights and rates will bring more people to Santa Fe. He wants to see the airport move forward. He said, "I am willing to do whatever I can as a citizen of Santa Fe. Thank you for what you do."

Chair Cook said we are very understaffed here at the Airport, and Francey Jesson and Anita Medina do a great job, but we do need more Council support and more funding for the Airport.

Mr. Wood said, "I would like to state that I agree with Richard and Mark that because you are not a policy making board and you are an advisory board, I believe that you should be able to comment on any issue brought before you. The more comment, the better the end product tends to be. Mr. Shandler's presentation may have missed the fact that this is not a policy making group."

10. ITEMS TO BE DISCUSSED AT THE SEPTEMBER 4, 2014 AIRPORT ADVISORY BOARD MEETING

Mr. Ortega would like to learn more about our Airport facility and the firefighting staff as an informational item. He would like to hear from someone from the Fire Department, and how that is being paid.

Ms. Jesson asked if he is looking for budgeting, cost and policy.

Mr. Ortega said he wants to learn about the budget and the cost as well as the big picture, especially now that we 3 night time flights landing when the tower is closed.

Ms. Jesson said there are 2 commercial flights after the tower closes, and one before the tower opens.

Mr. Ortega reiterated that he wants to look at the big picture.

Chair Cook asked if we have any responsibility if American Airline is diverted in the event of bad weather and have to land at 2:00 a.m.

Ms. Jesson said the requirement is for the scheduled service. She said diversion is an airport thing. She said although it isn't a requirement, she doesn't think she would want one of these planes landing without service on the field.

Ms. Jesson asked if he would like historical data as to how the Airport got to this place, and Mr. Ortega said yes.

Mr. Ortega said this came up months ago, and he wants to know the correlation with the firefighters contract.

Mr. Jesson said she is not privy to that information.

Mr. Ortega said he would like to know how that "influences what they do and not do."

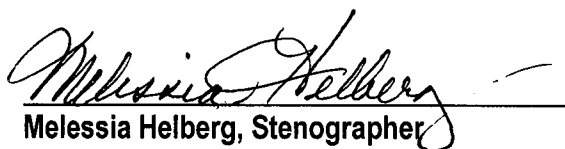
Ms. Jesson said she will work on this presentation, and if she has questions she will call him, so she can make sure that she provides the information he wants.


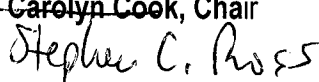
11. ADJOURN

There was no further business to come before the Board

MOTION: Elizabeth Hunke moved, seconded by Ron Krohn, to adjourn the meeting.

VOTE: The motion was approved unanimously on a voice vote, and the meeting was adjourned at approximately 6:45p.m.


Melessia Helberg, Stenographer


Carolyn Cook, Chair


AIRPORT ADVISORY BOARD MEETING

Thursday, August 07, 2014

[illegible]

Exhibit "1"

August 7, 2014

Since as of today – August 7. 2014 - Santa Fe Airport has no specific directions at this time from the S Fe City Council pertaining to their Vision for S Fe Airport –

I propose we all step back , take a deep breath, acknowledge a diversity of opinion on Standard leases and Tie Downs and give ourselves more time to listen to each other –To realize change is difficult, that we all need to compromise and come to a workable Solution – I want to acknowledge a letter from Bill Anshensel, President of Santa Fe Aviation Assoc. (SFAA) asking for more discussion time –

Yesterday I talked to a pilot from Los Alamos who was very involved in this same Process a few years ago at Los Alamos Airport - He strongly advised that we consult An Airport Attorney in this process- They did and it was tremendously helpful – It is interesting to note that Los Alamos has reversion clauses in their leases and They pay a slightly higher yearly tie down fee than is charged at SAF – He suggested we do as they did , form a committee to discuss differences, come to A compromise solution that most can live with and report back to AAB. We all have the same goal – to see SAF thrive as a commercial and general aviation Airport –

I therefore suggest – that a committee of five (5) be appointed –three (3) from the airport Community – associations etc. one (1) from the AAB and the 5th member be Airport Manager, Francey Jesson. This committee will report back to the AAB at their Sept meeting .

I suggest Troy Padilla be the rep from AAB at he has no financial interest in either Issue – but does have a lot of knowledge on these issues because of his work at airports in NM., Colorado and Arizona - -

I suggest the airport community report the names of their 3 members back to the Airport Manager by Aug 27 – This gives the committee time to meet, report any progress and future meeting dates to the AAB at their Sept 4 meeting.

When we get direction from S Fe City Council we can then proceed with discussion and voting at AAB.

I would entertain a motion for the above Committee to be formed -

Exhibit "2"

City of Santa Fe, New Mexico

memo

DATE: March 19, 2014

TO: Kelley Brennan, Acting City Attorney

FROM: Francey Jesson, Airport Manager

VIA: Jon Bulthuis, Transportation Director

COPY: Carolyn Cook, Chair – Airport Advisory Board
Chris Ortega, Member – Airport Advisory Board
Bob Talarczyk, Member – Airport Advisory Board

ITEM & ISSUE:

- City Attorney review, and feedback as necessary, to approve Airport Advisory Board Summary of City Resolution 1999-9 and City Code of Ethics Ordinance #2005-14, 1.

BACKGROUND & SUMMARY:

Santa Fe Municipal Airport Advisory Board (AAB) determined that, in order to best dispatch its duties to the airport and the City of Santa Fe as a volunteer board, a summary of the AAB Resolution 1999-9 and the City's Code of Ethics Ordinance #2005.14, 1, would be a helpful tool. In committee it developed the attached draft, and in quorum it approved the draft for attorney review. The Board fully understands that a summary does not replace the full text of the subject documents. Its intent is to provide a quick reference.

Once final review and approval is obtained from the City Attorney, the AAB will vote on the final document and distribute it to all members current and future.

ACTION REQUESTED:

- Request City Attorney review, and feedback as necessary, to approve Airport Advisory Board Summary of City Resolution 1999-9 and City Code of Ethics Ordinance #2005-14, 1.

Stephanie Beninato said it appropriate there are so many people in the audience that care about PNM and its lack of alternative energy us, and those who ran encouraging solar use and the development of alternative energy. He said 25% of the City's building have solar on them, unfortunately there is a lot of waste of energy. She said the air conditioning has been running at the pool area at Salvador Perez pool since February, which is a total waste of energy. It is freezing in the pool area. She spoke with Liz Roybal who said she is having difficult getting the physical plant people to change the settings. She doesn't believe it is difficult to turn a thermostat on and off. The vents to the roof at Genoveva Chavez have been stuck open, and it is freezing. They have been able to close the vents and it is now very hot in there. She said she is more concerned about the intense cold in the pool area at Salvador Perez, and asked the Governing Body to help Ms. Roybal by having someone in the physical plant do something about it.

David Weiniger said he applauds the Council for making the rule about encouraging reusable bags, and he has been using goat-feeding bags which are sturdy and handy, and presented a bag to the Mayor and each of the Councilors. Mr. Weiniger thanked the school students who came to encourage the Council in this regard. He said, "It's the right thing to do." He said it makes Vera and himself proud to live in Santa Fe.

G. APPOINTMENTS

There were no appointments.

H. PUBLIC HEARINGS

- 1) **REQUEST FROM MARBLE BREWERY FOR SMALL BREWERS OFF-SITE A LIQUOR LICENSE TO BE LOCATED AT MARBLE BREWERY TAP ROOM, 505 CERRILLOS ROAD, UNIT A105. (YOLANDA Y. VIGIL)**

[**DISCLOSURE:** Councilor Maestas said, "In consultation with our City Attorney, Ms. Brennan, I want to disclose that I have an interest in a family business that owns an inter-local dispenser liquor license in Espanola that is currently for sale. As a result, I will be recusing myself from voting on any inter-local license transfer request until the family license is sold, since there is some possibility that that outcome of this body's vote may affect the value of the family license. I will also be recusing myself from any discussion this body may have about inter-local licenses generally. Since Item H(3) on tonight's agenda includes an inter-local license transfer request, I will recuse myself from both Items H(3)(a) and (b)."

Exhibit "4"

1-7 CODE OF ETHICS.*

***Editor's Note:** Prior ordinance history includes portions of SFCC 1981, §§1-5-1-1-5-10 and Ordinance Nos. 1982-4, 1984-60, 1986-43, 1987-23, 1993-34, 1995-30, 1997-23, 1998-31, 1999-22, 2000-33 and 2001-16.

1-7.1 Title.

This section may be cited as the "Code of Ethics." (Ord. #2005-14, 1)

1-7.2 Statement of Policy.

The proper operation of a democratic government requires that public officials and public employees be independent, impartial, and responsible to the people; that governmental decision and policy be without conflicts of interest; that public office or employment not be used for personal gain; and that the public has confidence in the integrity of its government. (Ord. #2005-14, 2)

1-7.3 Purpose and Intent.

The purposes of the Code of Ethics are:

- A. To fulfill the obligation imposed on the governing body by Section 2.01 of the city of Santa Fe Municipal Charter to adopt an ordinance establishing standards for the ethical conduct of all public officials and public employees of the city, and to provide consequences for violating such ethical standards;
- B. To adopt standards of behavior for public officials and employees of the city of Santa Fe that insure that decisions are made without consideration of personal benefit to the decision-maker;
- C. To provide clear guidance with respect to such standards by clarifying which acts are allowed and which are not;
- D. To advance openness in city government by requiring disclosure by public officials or public employees and establishing a process for reviewing and resolving alleged violations of this section; and
- E. To exercise to the fullest extent the legislative powers granted to the governing body by Article X, Section 6, of the New Mexico Constitution and the New Mexico Municipal Charter Act (§§3-15-1 et seq. NMSA 1978) and to adopt a code of ethics which particularly suits

Exhibit "5"

the local concerns and needs of the city of Santa Fe without regard to any provisions of state law that may be inconsistent with the city's code.
(Ord. #2005-14, §3; Ord. #2011-8, §1)

1-7.4 Quasi-Judicial Acts Subject to Additional Standards.

It is recognized that public officials and public employees are frequently called upon to participate in adjudicatory ("quasi-judicial") proceedings. The city of Santa Fe Code of Ethics applies to public officials and employees acting in a quasi-judicial capacity. There are, however, additional standards of conduct that are required of public officials and employees when acting in a quasi-judicial capacity which standards are imposed by the New Mexico and United States Constitutions and which are not set out in this section. Under the United States and New Mexico Constitutions those standards prohibit official actions tainted by a decision-maker's conflicts of interest, bias and prejudice, prejudgment, or other conduct creating the actuality or the appearance of impropriety. (Ord. #2005-14, 4)

1-7.5 Definitions.

As used in the Code of Ethics:

Business means a corporation, partnership, sole proprietorship, firm, or other profit-making enterprise.

Confidential information means information which is acquired by a public official or public employee by reason of his or her public office or public employment, which has not previously been made public, and which is not required to be made available to the public under the Inspection of Public Records Act (§§10-15-1 et seq. NMSA 1978).

Conflict of interest means a specific and identifiable prospect of pecuniary gain or loss, other than a gain or loss that is de minimis in amount or shared with a substantial segment of the general public, to any of the individuals or entities here listed from an official act of any public official or employee:

- (1) The public official or public employee who is to perform the official act;
- (2) Any member of his or her family;
- (3) Any business of which he or she or any member of his or her household is an owner;
- (4) Any employer, client or customer from whom the public official or public employee knows or reasonably should know that he or she or any member of his or her

household or any business of which he or she is an owner has received remuneration of more than five hundred dollars (\$500.00) during the year preceding the official act;

(5) Any civic group, labor union, or social, charitable or religious organization of which the public official or public employee or a member of his or her household is an officer or director; or

(6) Any "contributor" who has made "contributions," as those terms are defined in subsection 9-2.3G. and H. SFCC 1987, to the public official's or public employee's campaign for elected office during the two (2) years preceding the official act of more than one thousand dollars (\$1,000.) in the aggregate for councilor position and of more than two thousand five hundred dollars (\$2,500.) in the aggregate for mayor position.

Employer, in the case of a person who is employed by a governmental entity other than the city, means the governmental department for which the person works.

Family of an individual means members of the individual's household, his or her children, step-children, brothers, sisters, parents, step-parents, domestic partner and all persons claimed as dependents on the individual's latest federal income tax return.

Financial benefit means any money, service, license, permit, contract, loan, travel, entertainment, gratuity or any other thing of monetary value or any promise of any of these.

Governing body means the mayor and the city council.

Governmental body means the governing body and any board, commission or committee appointed by the governing body or by the mayor with the advice and consent of the governing body.

Household of an individual means all persons whose primary residence is in the individual's home, including non-relatives, who are not rent-payers or employees.

Official act means an official decision, vote including, but not limited to items on a consent calendar, recommendation, approval, disapproval or other action which involves the use of discretionary authority.

Owner of a business means each of the business's proprietors, partners or holders of more than two percent (2%) of its outstanding stock.

Public employee means any exempt, classified, probationary, temporary, term or part-time employee of the city of Santa Fe except the municipal judge, the city manager, the city clerk, the city attorney and the members of the governing body.

Public official means the city manager, the city attorney, the city clerk and any member of a governmental body, including the governing body.

Subordinate of a public official or public employee means a public employee over whose work for the city the public official or public employee has direction, supervision or control. All public officials and public employees except other members of the governing body are deemed to be subordinates of each member of the governing body.
(Ord. #2005-14, §5; Ord. #2011-8, §2)

1-7.6 Public Officials and Public Employees; Disclosure.

A. Each public official and public employee shall be given a copy of the Code of Ethics upon election, appointment or employment and shall sign a statement to the effect that the public official or public employee has received the Code of Ethics and understands that the public official or public employee shall abide by its terms and conditions. The city attorney's office shall conduct an annual review of the Code of Ethics for all public employees.

B. Upon election, appointment, or employment, public officials and department heads shall disclose in writing to the city clerk the information listed below. This information shall be updated every July and shall be available to the public at all times.

- (1) Name;
- (2) Address and telephone number;
- (3) Employer, if other than the city;
- (4) Professional, occupational or business licenses;
- (5) Membership on board of directors of corporations, public or private associations or organizations; and
- (6) Businesses of which he or she is an owner.

C. The information on the disclosures shall be made available by the city clerk for inspection, upon request. In addition, the city clerk shall forward a copy of the disclosure statement for those public employees required to make disclosures to the personnel office for inclusion in the public employee's personnel file. The ethics and campaign review board shall be given copies of the disclosures for its review.
(Ord. #2005-14, §6; Ord. No. 2011-8, §3)

1-7.7 Improper Gifts; Improper Transactions; Representation of Private Interests; Conflicts of Interest; and Other Prohibitions.

A. *Improper Gifts to Public Officials and Employees.* A public official or public employee shall not request or receive, directly or indirectly, a gift or other financial benefit,

including, but not limited to, travel and accommodations, from any person or entity which, to the knowledge of the public official or public employee, has any prospect of direct or indirect pecuniary gain or loss from any official act to be performed by the public official or public employee, other than a gain or loss shared with a substantial segment of the general public. If a public official or public employee has received a gift or other financial benefit from a person or entity within the last calendar year and then discovers that this person or entity has any prospect of direct or indirect pecuniary gain or loss from any official act to be performed by the public official or public employee, that public official or public employee shall return the gift or shall be deemed to have a conflict of interest and shall deal with that conflict under the provisions of subsection 1-7.7 L. SFCC 1987. However, nothing in this paragraph A. shall be deemed to prohibit any of the following:

(1) An occasional meal or nonpecuniary gift with a fair market value not to exceed fifty dollars (\$50.00) valued in a manner consistent with Internal Revenue Service (IRS) rules.

(a) If relevant to the performance of his or her official duties, members of the governing body, the city manager, the city attorney, or the city clerk may receive an occasional non-pecuniary gift not to exceed two hundred fifty dollars (\$250.); however, such person shall report the gift, its value and the provider to the city clerk's office within ten (10) days of receipt of the gift, and such gift report shall be immediately posted by the city clerk, on the city's website.

(b) If relevant to the performance of his or her official duties, a public employee may receive an occasional non-pecuniary gift not to exceed two hundred fifty dollars (\$250.); however, such person shall report the gift, its value and the provider to the city manager and the public employee shall obtain the manager's approval prior to receiving the gift, and if approved, such gift report shall be immediately posted by the city clerk, on the city's website;

(2) An award, publicly presented in recognition of public service, having a fair market value not to exceed fifty dollars (\$50.00) valued in a manner consistent with IRS rules except for employee of the month recognition or non-profit or civic recognition of a public employee that does not otherwise violate the Code of Ethics;

(3) A campaign contribution that is properly received and reported in the manner required by Section 9-2 SFCC 1987;

(4) A commercially reasonable loan made in the ordinary course of business by an institution authorized by the laws of the state to engage in the business of making loans; or

(5) Compensation for services rendered or capital invested or payment for a sale of property which is normal and reasonable in amount, commensurate with the value of the property sold or services rendered or the magnitude of the risk undertaken on the

investment, and in no way increased or enhanced by reason of the recipient's position as a public official or public employee.

B. *Improper Transactions with the City.* A public official or public employee shall not enter into a contract or transaction with the city of Santa Fe during his or her term of office or employment or for a period of one (1) year following the leaving of public office or public employment when the contract or transaction is a result of an official act by that public official or public employee; provided, however, that nothing in this paragraph B. shall be deemed to prohibit a present or former public official or public employee from seeking or obtaining, on his or her own behalf, a city permit, license or service that is provided by the city on the same terms and conditions to a substantial segment of the general public.

C. *Representation of Private Interests.*

(1) A governing body member, the city manager, the city attorney and the city clerk shall not, during his or her term of office or within one (1) year after the termination thereof, accept monetary compensation from a third party for consulting with, representing or advising that party regarding any transaction with the city or matter before the city.

(2) A public employee shall not, during his or her term of employment or within one (1) year after the termination thereof, accept monetary compensation from a third party for consulting with, representing or advising that party regarding any transaction with the city department that the public employee is or was employed by or any matter before such city department in which the public employee has had or reasonably should expect to have any influence or personal involvement in his or her capacity as a city employee.

(3) A governmental body member, excluding members of the governing body, shall not, during his or her term of office or within one (1) year after the termination thereof, accept monetary compensation from a third party for consulting with, representing or advising that party regarding any transaction with such governmental body or matter before such governmental body in which he or she has had or reasonably should expect to have any influence or personal involvement in his or her capacity as a governmental body member.

D. *Misuse of Confidential Information.* A public official or public employee shall not use or disclose confidential information when he or she knows or reasonably should know that the use or disclosure will or may result in a financial gain or the avoidance of a financial loss on the part of any person or entity other than the city.

E. *Misuse of City Resources.* A public official or public employee shall not use city services, personnel or equipment for personal benefit, convenience or profit, except when such use is generally available to the public.

F. *Nepotism.* A public official or public employee shall not perform any act to obtain the employment or to influence the employment by the city of a member of his or her family. No public official or public employee shall serve as the immediate supervisor of a member of his or her family.

G. *Financial Dealings with Subordinates.* A public official or public employee shall not knowingly require, expressly or impliedly, or authorize another person to require that any subordinate of the public official or public employee engage in a non-official financial transaction, including a personal loan or charitable contribution.

H. *Improper Political Campaigning.* A public official or public employee shall not knowingly request or authorize another person to request that any subordinate of the public official or public employee make a campaign contribution or provide services to a political campaign, and shall not engage in political campaigning while on duty for the city, or use city funds, supplies, vehicles or facilities to benefit or assist a political campaign.

I. *City Employment as a Political Reward.* A public official or public employee shall not promise an appointment or the use of his or her influence to obtain an appointment to any position with the city as a reward for any political activity or contribution.

J. *Honoraria.* A public official or public employee shall not request or receive an honorarium for a speech or service rendered in the performance of his or her duties as a public official or public employee. For the purposes of this paragraph J., "honorarium" means payment of money, or any other thing of monetary value, but does not include reasonable reimbursement for meals, lodging or actual travel expenses incurred in making the speech or rendering the service. However, the public official or public employee shall report all such reimbursement to the city clerk within ten (10) days of receipt.

K. *Retaliation and Whistleblower Protection.* A public official or public employee shall not be dismissed, threatened with dismissal, or otherwise singled out for retaliation for the reason that the person has filed a complaint of violation of this Code of Ethics or any other violation of a legal prohibition or requirement or has given evidence or participated in an investigation of any such violation. Any act in violation of this paragraph K. shall be deemed a violation of the Code of Ethics. The outcome of the original ethics complaint shall not be deemed relevant to the complaint of retaliation itself.

L. *Conflicts of Interest.* The following shall govern conflicts of interest:

(1) A public official or public employee who has a conflict of interest as defined in subsection 1-7.5 SFCC 1987 shall immediately disclose the conflict in the following manner:

(a) In the case of a member of a governmental body, to the governmental body at a public meeting;

(b) In the case of the city manager, the city attorney or the city clerk, to the governing body at a public meeting, and

(c) In the case of a public employee, to the city manager.

(2) A public official or public employee shall not perform an official act or attempt to influence another person to perform an official act in any matter in which he or she has a conflict of interest.

(3) If compliance with paragraph L.(2) above by a public official or public employee would deprive a governmental body of a quorum for taking necessary action or would render the city unable to take necessary action on any matter, and it is deemed an emergency, the public official or public employee shall be excused from such compliance when he or she has made the disclosure required by paragraph L.(1) above. (Ord. #2005-14, §7; Ord. #2011-8, §4)

1-7.8 Reserved.*

***Editor's Note:** Former subsection 1-7.8, Discharge of Alleged Conflict of Interest, previously codified herein and containing portions of Ordinance No. 2005-14, was repealed in its entirety by Ordinance No. 2011-8.

1-7.9 Enforcement.

A. The Code of Ethics shall be enforced by the ethics and campaign review board pursuant to the provisions of Section 6-16 SFCC 1987.

B. The governing body may by separate ordinance establish an office of inspector general. (Ord. #2005-14, §12; Ord. #2011-8, §6)

1-7.10 Primacy of Collective Bargaining Agreements.

In any situation where there is a conflict between any aspect of the Code of Ethics and a collective bargaining agreement, the agreement shall control. (Ord. #2005-14, §14)

1-7.11 Annual Review.

The Code of Ethics shall be reviewed by the governing body on an annual basis not later than June 30th of each year. (Ord. #2005-14, §15)

Chair: When was that property lease?

Ms. Jesson: That is complicated; Santa Fe Air Center has 7 leases. One of the 6 leases that they bought – all 7 are completely different they have different terms. I talked to Troy at the Air Center and explained to him that it was a mess and asked if they would consider creating one lease with standardized terms and the City Attorney will not do that due to city procurement code. Because of back practices, our hands are tied to very long leases. The message I am trying to deliver is that we have to learn from the past and move forward carefully. We don't even have a standard lease.

Mr. Allison: It seems like we have been leasing stuff every 6 months, it comes to the board and we vote on it. What do you recommend?

Ms. Jesson: What I recommend is I need to put together a stakeholder group of people who use the airport to start the work on the standards. With all respect, I would like to use John Elling as the guinea pig because I know that John really wants to build and if we start working on his lease I want to make sure I include those terms in the minimum standards anyway. His lease could be a model for the rest of us.

Chair: Is the Board up for Francey to proceed on the recommendations Ms. Jesson has proposed to start work on the minimum standards.

Mr. Allison moved to give Francey direction related to 7(d) i. Airport Minimum Standards, ii. Airport Rules and Regulations and iii. Airport Rates and Fees Schedule – that she start investigating how we can improve the standards, regulations and fee schedules to be more in conformance with the current airport standards in the country and the vehicle to do that will be the creation of a stakeholder committee, second by Ms. Hunke, motion carried by unanimous voice vote.

It was recommended that 2 board members be a part of the stakeholders committee.

Amendment: Stakeholders and 2 board members.

Motion carried with the acceptance of the Amendment.

John Elling: What is happening to the lease applications? Are they on hold until we get the standards?

Ms. Jesson: I understand that the direction I got from the Board is to proceed.

Ms. Hunke moved that her recommendation is that any lease agreements that are underway in development be continued and that new lease agreements should be looked at carefully before launching, second by Mr. Talarczyk, motion carried by unanimous voice vote.

8. ITEMS FROM THE FLOOR

Bill: This Saturday there is an FAA workshop titled Non-towered airports short term. There will be three different presenters, 3 different airports have been selected as models. It will be held at the CAP hanger at 10:00 am. 27 people registered through the Wings Program. Details of the program for the day were provided.

9. ITEMS FROM THE BOARD

Chair Cook would like to suggest another location for the next meeting.

Elizabeth: Meeting was way too long.

Chair: National Guard tour amazing.

- a. Fire Station
- b. National Guard

10. ITEMS TO BE DISCUSSED AT THE JULY 3, 2013 AIRPORT ADVISORY BOARD MEETING

Skip or one week later? One week later.

11. ADJOURN

6:20 pm

Signature Sheet:

Carolyn Cook, Chair



Frances Lucero, Stenographer

City of Santa Fe – Airport Advisory Board

This Resolution Summary in no way supersedes or changes **City Resolution 1999-9**, but is merely a guideline of the most important provisions it contains. The Airport Advisory Board (AAB) is still governed by this Resolution and must refer to it for any clarifications or questions.

- The AAB exists to inform and make recommendations to the City's governing body, on development at the airport, as well as to make recommendations for implementing both short and long-range planning goals for the airport.
- Seven citizens are appointed by the Mayor to be AAB members and serve 3-year terms. One member shall be from a residential area in the vicinity of the airport, and one shall be a representative of the airport tenants.
- The AAB chairperson is appointed by the Mayor.
- AAB members serve at the pleasure (i.e., subject to removal) of the governing body. Five absences in one calendar year will result in a recommendation to the Mayor for removal from the AAB.
- The AAB shall make reports and recommendations to the governing body regarding on-going operations of the airport.

This Ordinance Summary in no way supersedes or changes the City of Santa Fe's "**Code of Ethics**" (Ord. #2005-14, 1), but is merely a guideline of the most important provisions it contains. Airport Advisory Board (AAB) members are still bound by the entire Code of Ethics and must refer to it for any clarifications or questions.

Members of the AAB are AAB public officials of the City; The Code of Ethics establishes standards for the ethical conduct of AAB members

AAB members may not -

- Request or receive a gift or a financial benefit from anyone who has a prospect of financial benefit as the result of an official act (any official decision or vote). If an AAB member has received such from anyone within the last calendar year and then discovers that this person has a prospect of financial benefit, the AAB member shall return the gift or is deemed to have a conflict of interest i.e., a prospect of financial benefit to the AAB member OR a member of his/her family or any business of which he/she is a member, civic groups or unions of which the AAB member is an officer, OR anyone who has made contributions to the AAB member's campaign for elected office (two years prior to the official act) of more than \$1,000 for city council or more than \$2,500 for mayor). However, these are not prohibited:
 - Occasional meal or non-financial gift worth not more than \$50.00
 - A publicly presented award in recognition of public service worth not more than \$50.00
 - A campaign contribution that is properly received and reported per City ordinance

(An AAB member who has a conflict of interest shall immediately disclose the conflict to the AAB at a public meeting)

- Perform an official act or attempt to influence another person to perform an official act in any matter in which he or she has a conflict of interest.
- Enter into a contract or transaction with the City during his/her appointment or for a period of one year after leaving the AAB when the contract or transaction is a result of an official act by that AAB member.
- Use confidential information when he/she knows that its use may result in a financial benefit of anyone other than the City.
- During his/her appointment or within one year after leaving the AAB, accept money from a third party for consulting with, representing or advising that party regarding any AAB transaction or matter, in which he/she has had any influence or involvement in his/her AAB capacity.
- Use City services, personnel or equipment for personal benefit
- Perform any act to obtain City employment for any family member

Exhibit "7"

- Promise an appointment or the use of his/her influence to obtain an appointment to any position with the City as a reward for any political activity or contribution.

DRAFT FOR REVIEW & DISCUSSION

Corrections to July 2014 minutes

Elizabeth Hunke

These items represent a summary or paraphrase of what was actually said. The approximate location where they occurred during the meeting are noted on the accompanying copy of the minutes, by page and number.

page 7

(1) The Chair said that the resolution establishing the AAB is very vague, but we only make recommendations. We do not tell Ms. Jesson how to run the airport.

(2) The Chair, citing Rosemary Romero, said that if Board members have any financial interest in a topic then they should not even discuss it and in fact they should leave the room. "Those are the rules."

Mr. Ortega stated that it is clear we should not vote on issues that affect us financially, but whether discussion is allowed is open to interpretation in the code of ethics.

Ms. Hunke said her concern is that Board members, airport stakeholders and the public are not able to participate in the discussion because items are not placed on the agenda.

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(1) Ms. Hunke said that the Board has not voted on any recommendation to the City Council since Jim Montman left. The last one was the Tristate Care Flight lease, which has since been renegotiated without any knowledge of the Board.

(2) Ms. Hunke's concern is that the Board is not functioning.

(3) Ms. Hunke said that she saw airport items on the City Council agendas that were not brought before the Board.

(4) Mr. Padilla asked if Jim Montman ever did not bring something to the AAB that went to City Council.

Ms. Hunke answered that occasionally an item had a deadline that prevented him from bringing to the Board first, but this was very rare. When that happened, he would always bring it afterwards and explain what happened.

page 9

(1) Mr. Padilla asked Ms. Hunke to explain her concern about the Care Flight lease.

Ms. Hunke said that lease was renegotiated to include a very short reversionary clause. That lease is now being used as the standard to which all new leases must conform. We already have an example of a potential hangar builder who decided not to invest in the airport because of that clause and others in the lease. Her concern is that this change in policy is being implemented without the Board or the airport user community having a chance to discuss it.

(2) Ms. Hunke stated that several Board members pay for hangars or tie downs and so have

Exhibit "B"

a financial interest for existing leases. We are talking about new leases.

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(1) Ms. Hunke requested that any leases or other decisions that would affect policy in the management documents that are to be developed, be brought to the Board for open discussion.

Public Comment

(2) Bill Aneshensel, John Elling and Bob Wood all commented that points made in discussion by people who have a conflict of interest are still useful, as long as the conflict is disclosed.

Mr. Aneshensel suggested that the Board focus on advising the Governing Body rather than the minutia of the governing process. He gave examples of advising them on the need for terminal expansion, rebuilding the ramps, or hangar owners' concerns.

Mr. Elling and Mr. Wood both noted that the Board only makes recommendations and would not make any final decisions. The City Council does that.

Mr. Elling suggested that the Board recommend draft commercial and noncommercial leases to the Council after taking public comments on them.

Mr. Wood requests that the public be allowed to comment on Board items during the meeting rather than only at the end. He also said that it may be difficult to lengthen runways because of the surrounding communities, and that we may need to encourage more flights instead.

page 11

(1) Ms. Hunke asked if the Board should discuss the standard lease, since it will be a long time before the master plan is complete.

Ms. Jesson said there is a pending issue with it, with the City Attorney.

(2) Mr. Padilla suggested finishing discussion of the tie-down agreement, that the language in it would help the Board as it develops the rules and regulations.

Ms. Jesson said she would ask the City Attorney for a legal interpretation of language in the tie-down agreement.

Mr. Ortega said that it is premature to send it to the Attorney. His job is to approve documents with regard to legal form, not technical content.

Mr. Padilla and Mr. Krohn said the Board needs to work on these documents before sending them to the Attorney.

AIRPORT ADVISORY BOARD
Santa Fe Municipal Airport
Building 3002 (Just North of Terminal Building)
Thursday, July 10, 2014
4:00 PM – 6:20pm

MINUTES

1. Call to Order

Carolyn Cook, Chair for the Airport Advisory Board called the meeting to order at 4:00 pm at the Santa Fe Municipal Airport, Building 3002, Santa Fe, NM. A quorum was declared by roll call.

2. Roll Call

Present:

Carolyn Cook, Chair
Elizabeth Hunke
Chris Ortega
Ron Krohn
Troy Padilla
Mark Miller

Others Present:

Kent Freier, Molzen Corbin
Bob Wood, SAF ATCT
Jim Robins, Midwest Equity Leasing
Ken DeLapp, SFAC
Dee Cerda, Envoy Air
William Aneshensel, Aviation Association of Santa Fe
John Elling, Cielo Azul Hangar Condo Assn.

Staff Present:

Francey Jesson, Airport Manager
Anita Medina, Executive Assistant
Joseph Maestas, City of Santa Fe

Others Present:

Anna Serrano for Fran Lucero, Stenographer

3. Approval of Agenda

The Chair added on: Economic Impact of Santa Fe Airport

Mr. Ortega moved to approve the agenda as amended, second by Mr. Miller, motion carried by unanimous voice vote.

4. Approval of May 1, 2014 Minutes and June 5, 2014

Corrections:

Page 1 – Item 10 – July 3rd should be July 10th

Page 2: Others Present: delete James Gill

Page 3: Updates: ~~assimilated~~ plane crash simulated

Page 4: 4th paragraph: have ~~block-wise~~ enhance markings

Page 5: terminal expansion: ~~Mr. Miller~~ asked if the \$890,000 sufficient to do the project? Mr. Krohn asked the questions.

Page 5: \$890,000 was received from State CIP money – Correction: CIP should be Capital Outlay money

Ms. Jesson went before the Public Works Council – Committee

Page 6: According to the FAA FAR's only an AFP ANP with Inspector authority or the pilot ~~at landing~~ in command can make the determination of airworthiness.

Page 6: the FAA an AFP ANP

Page 7: airworthiness is when an AFP – airworthiness in when an ANP

3rd line: ~~airworthy certificate~~ air worthiness

~~Airworthy~~ air worthiness

~~dilapidated~~ or derelict aircraft – should read: functional or derelict aircraft

Page 8: and ~~part~~ their airplane – park

Page 9: 2nd paragraph: Maybe what we are really talking about ~~is~~ an aircrafts operation that is operational.

Page 10: airworthiness ~~aircraft~~

Mr. Krohn moved to approve the minutes of May 1, 2014 as amended; second by Mr. Miller, motion carried by unanimous voice vote.

Corrections:

Page 5: July meeting date changed to July 11, 2014 and reflected as ~~July 3~~, 2014. Should be July 10th

PSCs can be used for terminal projects. Should be: PFCs throughout paragraph

Page 5: for ~~marketing~~ – should be advertising

Page 7: ~~and would have to follow the rules~~. Should say: be subject to disparate treatment

Page 8: Item 8 - It was noted that there were 5 interested candidates for the *vacant* position and they have been submitted to the Mayor for selection and approval.

Items to be Discussed at the July 11, 2014 Meeting - July 10th

Page 3: 5A - Ms. Jesson made a request ~~was made~~ for

Page 4: Once it is signed it can be sent to the ~~FFA~~ FAA

Page 5: Ms. Jesson was pleased to be in the black for ~~EXP Taxiways A&C~~.

Page 7: Their final findings were that ~~revisionary~~ clauses – should be reversionary

Page 8: The FAA has made it very clear that they ~~do not approve~~ reversionary clauses. – should be: “*prefer*”

Mr. Ortega moved to reapprove the minutes of June 5, 2014 as amended, second by Mr. Padilla, motion carried by unanimous voice vote.

5. From the Airport Manager

a. Month in Review (Francey Jesson, Airport Manager)

Included in the packet were current through end of June deplanement numbers. The Airport Manager reported that for the last few months American and United flights have been operating at 100% load factors. They are packed at 38 seats for sale on a 50 seat jet. A significant number of flights each day are overbooked. Dee Cerda said that some people are not making it to the 7:00 flight. Some mornings are not cool enough.

Mr. Padilla asked how many people are turned away.

Ms. Cerda said today 13 were ready to board and 7 stayed behind. They had to find availability through Albuquerque. Denver and LA are new flights for the summer mornings. History on flights will help for next season.

Ms. Jesson stated that these were all good point to be making and it is important to understand that as they launch the Airport Master Plan and this is something that will be looked at as far as runway strength. The number of how many people wanted to fly out of Santa Fe and couldn't fly out of Santa Fe will be a big discussion when they launch the master plan.

Also included in the board packet is a combined AE/UAX flight schedule for information.

Mr. Padilla stated that at the last meeting they were concerned about the 3 overnights and terminal congestion and requested an update.

Ms. Jesson responded that the feedback that she has received from her staff and Dee's staff at night is that there is congestion in the terminal and in the morning you can see the congestion from the night before and start with congestion with the AM outbound flights. Terminals are not as clean with only one custodian.

Dee Cerda reported that that parking is working well. People comment on the walk to the aircraft; some like it and some don't.

Francey Jesson said that some aircrafts leave early and this is a challenge for ground staff. Staff is adjusting well.

b. Status – Construction Projects in Progress

- TWY F Extension paving.
Pavement is completely down and none of the electrical is back up. Some of the electrical conduit has been put in but materials for the actual lights and the

regulators have not arrived yet. That taxi is not commissioned until the lighting is in and paperwork has to be sent to the FAA so they can document that the taxiway exists. Lighting is not required on that runway by FAA standards but because it is a brand new taxiway the Airport Manager would rather wait to open it up and fully commission it when it is completely operational. Contractor has not given a specific date for completion, the hope is that all supplies will be received and installed by August. Ms. Jesson will send a save a date invite for ribbon cutting ceremony once she can identify a firm date.

Ms. Jesson clarified for the board that the pavement is in and they are waiting for the lights.

- **RWY 2/20 MRL Upgrade.**
Lighting upgrade started last week, they are 2 weeks in to that project. 2,500 ft. of lighting is completed; they are averaging about 600 ft. a night. Runway 220 closes at 9:00 pm and opens at 5:00 am. It has not affected any of the commercial flights getting in as they come before 9:00 pm or land on RRW 5. They are installing edge lighting and conduit lighting.

Mr. Ortega asked if the electrical work was the reason the vasi is out of service.

Ms. Jesson said no, the vasi is out of service because the ILS has to be up. If you close a runway, the FAA has a rule that all ILS have to be out of service at the same. When this project was started a great deal of discussions took place with the FAA about the ILS. What would be the capability of shutting down the ILS at 9:00 pm and turning it back on at 5:00 am when the runway opened up. What we came to find was that everyone around the ILS and the vasi on those runways had to come out every night and shut everything down and turn everything on in the morning. The vasi can operate separately from the ILS it still creates a navigation light that can lead the pilots to a closed runway and that creates the admirable aviation code. For legal, safety, financial and logistic reasons we all agreed that the easiest and safest thing to do was to turn off all ILS and vasi at the beginning of the project and turn them back on at the end of the project. We did consult with United and American to assure it would not impact their operations. Visual Approach Slope Indicator (vasi).

Mr. Padilla: During this phase of construction, do you have an estimate on when they will be working on the intersection and will they be closing the airport?

Ms. Jesson: No not yet. As soon as we have a general idea of work at the intersection, closure will become much more complicated and we will notify everyone hopefully within 72 hours.

It was noted that no commercial flights will be cancelled and the contractor is aware of that.

- RWY 10/28 MIRL Flight Check.
The FAA flight check has not been issued due to the closing of the fiscal year. Follow up will take place this week with the city to get the check processed and mailed to the FAA.

c. Upcoming Projects

- Postponed until after the master plan is complete.
 - Rules, Regulations, Minimum Standards
 - RWY 33 Safety Area

5. Review and Discussion Items

a. Ethics Summary

The Chair reported that Ms. Jesson had received correspondence from Zach in the City Attorney's office regarding the code of conduct. The city attorney's office said that there was no need to summarize the code of conduct.

Mr. Ortega said that in his opinion the city has disappointed him as they were trying to summarize the resolution that establishes this board, summarize the code of ethics so they would have it available to the board members as a simple document that would be clear in understanding. In reading the e-mail it should be made clear that the board was not asking for a signed code. Clearly it feels like the city attorney did not understand what the board was trying to accomplish.

Mr. Padilla asked who presented this document to the city attorney and what instructions were given at that time.

Ms. Jesson said that she wrote the memo to the city attorney and said that the intent was a summary of the existing code.

The Chair said that she felt like the new board members should have a guideline other than the loose ordinance. The Chair said it might be easier to discuss with new members on the board and keep it as a guideline.

Ms. Hunke said that she agrees with the city attorney on his directive of the code of conduct.

Mr. Ortega said that he does not feel there is any harm in giving this document as an informational sheet to new members.

Mark Miller made the recommendation to read the entire code of ethics along with the memo.

Mr. Padilla said if they went down that road, they would hand it out in conjunction with the Code of Conduct and the guidelines would be a separate document.

(1) →

Mr. Ortega asked that this item be placed on next month's agenda as an action item and include the mission statement.

Ms. Hunke said that the resolution that sets up the Airport Advisory Board does not say how to conduct business but the code of ethics doesn't say that either. They are two separate things. Ms. Hunke stated that the reason for summarizing the code of ethics is not to clarify ~~their~~ ^{the AAB's} role; they are not related to each other.

recuse

In summary there were many comments made by the board members regarding; time allowed for public participation, conflict of interest for board members and when to recuse themselves, financial interest and board member to recuse themselves, procedure for leases, planning for topics of discussion for monthly agenda's, board members who would recuse themselves – would there be a quorum? A comment was made on the time allowed for public participation and further stated that results or action ^{on} public ~~comments~~ ^{requested by the} are not included in future airport agenda's.

(2) →

Mr. Ortega ~~The Chair~~ said that it might be beneficial to have Zach from the City Attorney's come to a meeting of the board to direct questions to him. The Chair encouraged discussion amongst the board members. Anita Medina, Admin. For the Airport will follow up to inquire about the City Attorney's availability.

Individual board members were very specific in their questioning and it was again reiterated that it is important to get the City Attorney to attend a meeting in the near future to extend the discussion on the conflict of interest understanding and Code of Conduct. Board members who felt that they would have a conflict of interest are very concerned to receive more information. The Chair reiterated that the job of the Airport Advisory Board is to work for the good of the airport.

Mr. Padilla encouraged the board members to reflect on the mission of the board members; to support the airport manager in many of the needs goals and mission of the airport to come to realization, i.e., leases, master plan, tie down agreements, etc.. There are going to be many times that the airport advisory board members will be challenged with difficult decisions and yet to stand together for the better of the airport is what is important.

Mr. Ortega made reference to a power point presentation that the airport manager made on timelines for airport projects and administrative procedures. One way to bring the board together is to provide updates on those key items. It was also stated that the board members should send suggested topics to the airport manager if they feel that discussion items are not inclusive of needs.

Mr. Krohn stated that Board members do not set policy or issue directives to management in relation to the operation of the airport as an advisory board. The board serves the public interest by providing a level of transparency and accountability for the operations for this important public asset. Mr. Krohn made reference to the Economic Impact Letter drafted by Ms. Jesson to Councilor Bushee talking about \$150 million dollar annual fiscal impact to the community; that makes this very valuable. Mr. Krohn stated that he believes that all of the members are on the board because they have knowledge of aviation and that inherently involves a conflict of interest. To provide recommendations, we need to foster discussion.

The Chair said it is very clear to her that if you have a financial interest you are not to participate and you are not to vote.

(1) →
(replace paragraph)

~~Ms. Hunke~~ said she cannot remember when this board voted on a certain lease in question; Tri-State Air Flight lease. She would like to have the airport manager bring an update on this specific lease.

Ms. Jesson said that this specific lease did not require city council approval and therefore it did not have to come to the board. Ms. Jesson said that she acted on this lease with direct advice and supervision from the City Attorney's office. Ms. Jesson offered Ms. Hunke to take this matter up with the City Attorney if that was her desire.

Ms. Hunke also questioned the status of a contract for United Airlines that did go to the City Council that the board did not see.

Ms. Jesson said that it did not go to the City Council.

(2) →
(replace paragraph)

~~Ms. Hunke~~ said that she is feeling like the board is not being advised.

Mr. Padilla said that there have not been any leases that went to the City Council.

(3) →
(replace paragraph)

~~Ms. Hunke~~ said that she will reference the city council minutes and bring back to this board her question on airport actions.

Ms. Jesson said that items that have gone to city council are contract extensions for existing contractors, change orders for existing contracts. With all respect, Ms. Jesson is not going to bring administrative items to the board and she is following direction from her immediate supervisor. She also noted that any item she needs to take to city council will take 45-days. It was also advised that if items that do not need board action should come to the board before they go to city council, the timeline will not allow that action.

(4) →

Ms. Hunke said even though some items don't require board approval she would have liked to hear the specifics on the care flight lease agreement. *because the community is so concerned about the terms in that lease.*

Ms. Jesson said that it was not required as the negotiations were between 2 independent agencies.

Discussion continued regarding the need to get involved in leases that do not require board action. The question and discussion resurfaced on the board having to recues themselves on some topics.

(1) →

(2) →

(replace paragraph)

Ms. Hunke stated that in regards to recues is that several of the board members pay for hangars and tie downs and she would like to know about new non commercial agreements. She has a concern with the length of time before property reverts back. She reiterated that her problem is that the board was not able to discuss the tri-state lease, not her own financial interest.

Mr. Padilla said that he knows that Ms. Hunke has read the Tri-State lease in detail which the board members have not. There will always be personal interest from one perspective or another. These issues should be brought up so that when it does go to the City Council answers can be provided.

Ms. Hunke restated that she is very concerned that this item was not on the agenda.

The Chair restated that the board has not been following the Code of Ethics. The leasing process is looking at the next 20 years where the possibility of leasing back un-used buildings can generate revenue for the airport. The Chair wants to see the airport be in the black.

Mr. Padilla said that with the reversionary clause, it was debated heavily and he asked the airport manager in Denver and Scottsdale if those clauses exist in their leases and they both said yes. They said they were in their commercial and non commercial leases and the clauses were a little longer term than what was suggested here. The question to them was, what was the reason for that and they said it allows the airport to develop and the master plan gets updated periodically. As that master plan gets updated than new properties get identified and a review of existing properties is done. It then gives the ~~board~~ time to comment on the growth of the airport.

entire airport community

Mr. Ortega stated the resolution that established the airport advisory board; there are two places that say why the board exists and he translates that to mean, "what should we see vs. what we should not see." Board cannot make recommendations if we don't see them. The board should make recommendations to the governing board on the development at the airport. If there issues at the airport they cannot make recommendations if they don't see it as well as making recommendations for short and long range planning goals. The resolution also says that the board shall makes reports and recommendations relating to the on-going operations of the airport. Whatever that means, on-going operations could mean what is

happening out there and that is under Ms. Jesson's administrative control. Mr. Ortega would like clarity on these statements from the resolution.

The Chair stated that they have hired a professional person that has the credentials to bring our airport to a new level, and I believe that is where we want the airport to go. Our job is to discuss but we also need to trust Ms. Jesson to do her job and take the airport to a new level. She reiterated that the airport advisory board will follow the Code of Ethics.

6. Items from the Board

Ms. Hunke requested follow up on the La Bajada National Monument. She asked if the FAA has been contacted. Mr. Padilla answered that Mark Cowen took that on and he has not received any feedback from him.

Secondly, are there blueprints for the new terminal building?

Ms. Jesson said no. Preliminary drawings are in process through the city managers coordination.

Ms. Hunke asked if there was an exit strategy?

Ms. Jesson said that she will need to see the preliminary drawings and know what the master plan will entail, it could be 5 years. More work is needed in defining the needs for the expansion of the terminal and the financing for a permanent structure could be 10 years out. This temporary structure might outlast those 10 years.

Ms. Hunke: Reference June 2013 minutes. Mr. Allison moved to ^{create} develop a stakeholders committee, the board ^{voted} was to approve the stakeholders ~~meeting~~. Question to Ms. Jesson is what is the procedure to set up a stakeholders meeting for ^{the rules and regulations and} minimum standards.
 committee with 2 Board members.

Ms. Jesson stated that as she reviews her list of priorities to include the master plan, terminal expansion and working through the process of the city. There is not enough staff to take on other projects at this time. Once the master plan is vetted all other items will fall in to place. Question is, what would you like the airport manager to pull back on?

(1) →

The Chair asked if the Mayor has chosen a new board member. Ms. Jesson stated that the letter of interest has been taken to the Mayor and Mr. Bulthuis is pursuing an answer from the Mayor.

7. Public Comment

Comments were made from the public on an informational basis, no action needed.

(2) →

8. Items to be discussed at the August 7, 2014 Airport Advisory Board Meeting

Agenda Items:

- Mission Statement as Action Item
- Leasing Business
- Standard Lease and Tie Down – board recommendations and discussion. Ms. Hunke would like this lease discussion as an action item.
- Discussion on word – “worthiness”

(1) →

Ms. Jesson informed the board that City Attorney’s office is down 2 attorneys so it is difficult to say what their availability is and if they can respond within 30 days.

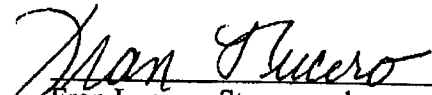
(2) →

9. Adjourn

Mr. Krohn moved to adjourn at 6:20 pm, second by Mr. Padilla, motion carried by unanimous voice vote.

Signature Page:

Carolyn Cook, Chair



Fran Lucero, Stenographer



Last year, 137,000 people flew commercially into or out of the Santa Fe Municipal Airport. LUIS SÁNCHEZ SATURNO/THE NEW MEXICAN

MY VIEW: CAROLYN COOK

Airport hums along, 70 years strong

Here's the question: Does the Santa Fe Municipal Airport actually exist?

Yes is the answer from the 137,000 people who flew commercially into or out of Santa Fe's airport, to and from Denver, Los Angeles and Dallas in 2013. With these destinations, you can access the world from the City Different. This is the same airport that has been in its current location for more 70 years.

Yes is the answer from more than a dozen businesses based at the airport, ranging from airline employees, security personnel, air charters, flight schools, aircraft services and maintenance, car rentals, a restaurant, shuttle service and advertising. These add up to nearly 150 directly supported jobs at our airport.

Yes is the answer from community-service providers who need and use the airport. These include law enforcement, state government, Game and Fish, air freight, medical transport, search and rescue, wildfire suppression, civil and natural disaster relief, pilot training, general aviation pleasure flying, airport associations and the New Mexico National Guard.

The economic impact on the city of Santa Fe is substantial. In addition to commercial passengers, private jets and charter aircraft carry thousands of tourists to our community every year to enjoy Santa Fe's

distinctive architecture, art markets, opera, museums, Native American culture, galleries, restaurants, hotels, spas and, of course, the charm of New Mexico's blended cultures and rich history.

Through the combined efforts of the city and the airport manager, Santa Fe has received an \$890,000 tax bond appropriation from the 2014 Legislature. This will result in an improved security-screening and passenger waiting area with restrooms being completed within the next year. Airport management has been steadily seeking and implementing Federal Airport Improvement Program funding opportunities to keep improving the airport's infrastructure.

The combined efforts of city staff, local and state legislative leaders, and community aviation supporters have resulted in obtaining continued federal funding, originally set to be eliminated during last year's sequester. These funds are essential to the continued operation of Santa Fe's air traffic control tower and associated traffic controllers. Aviation activities without this essential function would be substantially less safe, to say the least.

The city of Santa Fe, airport manager and staff, and the city Airport Advisory Board plan on working into the future to support an updated master plan. This master plan will help

the airport and the community work together to facilitate future functionality and planning. With this updated plan, the airport can better utilize the grounds for future developments. We carefully and respectfully want to insure the sustainability of the Santa Fe airport for the next 70 years.

The city's Airport Advisory Board is introducing their "Prop-a-Ganda" campaign. This campaign is designed to educate Santa Fe citizens about the benefits of a well-functioning airport, which makes our community more accessible, provides a strong local economic engine and will provide competitive passenger

ticket prices to those offered in Albuquerque. The cost, both personal and financial, of driving to and from Albuquerque, purchasing gas and paying for parking adds up. In Santa Fe, a traveler can breeze through security in about 10 minutes and park just steps from the terminal.

Take the challenge and look at providers like Expedia and Hotwire. Compare the costs in time and money. You will be pleasantly surprised. Some 137,000 people thought so last year. They decided to fly Santa Fe!

Carolyn Cook is chairwoman of the city Airport Advisory Board.

Exhibit "9"