



CITY CLERK'S OFFICE
Agenda DATE *10/28/14* TIME *8:40am*
BY *Francy Fessor*
REVISED BY *[Signature]*

AIRPORT ADVISORY BOARD
Santa Fe Municipal Airport
Building 3002 (Just North of Terminal Building)
Thursday, November 6, 2014
4:00 PM

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF OCTOBER 2, 2014 MINUTES
5. MATTERS FROM THE PUBLIC* **REMINDER: ALL PUBLIC COMMENTS MUST BE LIMITED TO 5 MINUTES**
6. MATTERS FROM THE AIRLINE STATION MANAGER
7. MATTERS FROM THE AIR TRAFFIC CONTROL TOWER MANAGER
8. MATTERS FROM STAFF
 - a. Information to the Board - Items Before City Council & Committees
 - i. Severance Tax Bonds Terminal Expansion
 1. City Council - Passed on Consent October 8, 2014
 2. Preliminary Project Schedule & Construction Phasing Plan
 - ii. Security Guard Services PSA
 1. Public Works Committee - Passed on Discussion October 6, 2014
 2. Finance Committee - Passed on Discussion October 20, 2014
 3. City Council - Scheduled October 29, 2014
 - b. Information to the Board - Construction Projects in Progress
 - c. Information to the Board - Passenger Enplanements/Deplanements
 - d. Information to the Board - Jaguar Drive/New Airport Entrance Update
 - e. Statements of Qualifications -
 - i. Rates & Charges Study
 - ii. Air Service Study
 - f. Airport Capital Improvement Plans and Capital Deficiencies
 - g. Update - Airport Master Plan
 - h. Update - Passenger Facility Charges Application
9. SUBCOMMITTEE(S)
 - a. Leasing Subcommittee Update
10. ACTION ITEMS(S):
 - a. None.
11. MATTERS FROM THE CHAIR
12. MATTERS FROM THE BOARD
13. ADJOURNMENT

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

SUMMARY INDEX
CITY OF SANTA FE
AIRPORT ADVISORY BOARD
Thursday, November 6, 2014

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER AND ROLL CALL	Quorum	1-2
APPROVAL OF THE AGENDA	Approved [amended]	2
APPROVAL OF MINUTES – OCTOBER 2, 2014	Approved [amended]	2
MATTERS FROM THE PUBLIC	Information	2
MATTERS FROM THE AIRLINE STATION MANAGER	Information/discussion	2-5
MATTERS FROM THE AIR TRAFFIC CONTROL TOWER MANAGER	Removed/no report	5
<u>MATTERS FROM STAFF:</u>		
INFORMATION TO THE BOARD — ITEMS BEFORE CITY COUNCIL & COMMITTEES	Information/discussion	5-6
SEVERANCE TAX BONDS TERMINAL EXPANSION	Information/discussion	6-8
SECURITY GUARD SERVICES PSA	Information/discussion	8
INFORMATION TO THE BOARD – CONSTRUCTION PROJECTS IN PROGRESS	Information/discussion	8-10
INFORMATION TO THE BOARD – PASSENGER & AIRCRAFT OPERATIONS COUNTS	Information/discussion	10
INFORMATION TO THE BOARD – JAGUAR DRIVE/NEW AIRPORT ENTRANCE	Information	10
STATEMENTS OF QUALIFICATIONS		
RATES & CHARGES STUDY	Information/discussion	10
AIR SERVICE STUDY	Information/discussion	10-11
AIRPORT CAPITAL IMPROVEMENT PLANS AND CAPITAL DEFICIENCIES	Information/discussion	11
UPDATE – AIRPORT MASTER PLAN	Information/discussion	11-12
UPDATE – PASSENGER FACILITY CHARGES APPLICATION	Information/discussion	12-15

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
<u>SUBCOMMITTEES</u>		
LEASING SUBCOMMITTEE UPDATE	Information/discussion	15-17
ACTION ITEMS	None	17
MATTERS FROM THE CHAIR	None	17
MATTERS FROM THE BOARD	Information/discussion	17-19
ADJOURNMENT		20

**MINUTES OF THE
MEETING OF THE
AIRPORT ADVISORY BOARD
Thursday, November 6, 2014**

1. CALL TO ORDER

A regular meeting of the Airport Advisory Board, was called to order on Thursday, November 6, 2014, at approximately 4:00 p.m., by Steve Ross, Chair, in Building 3002, Santa Fe Municipal Airport, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

Stephen C. Ross, Chair
Carolyn Cook
Chris Ortega
Ron Krohn
Troy Padilla
Mark Miller
[Vacancy]

OTHERS ATTENDING:

John Bulthuis, Transportation Department Director
Mark Baca, Santa Fe Airport Maintenance
Anita Medina, Executive Assistant
Elizabeth Martin for Melessia Helberg, Stenographer

AUDIENCE:

William Aneshensel, Aviation Association of Santa Fe
Deyanira [Dee] Cerda, Envoy Air
Ken DeLapp, Landmark Aviation
Kevin Eades, Molzen-Corbin
Kent Freier, Molzen-Corbin
Mark Maur, Albuquerque
Gene Montoya
Frank Nichols

There was a quorum of the membership in attendance.

A copy of the *Sign-In Sheet Airport Advisory Board Meeting, Thursday, November 6, 2014*, is incorporated herewith to these minutes as Exhibit "1."

3. APPROVAL OF THE AGENDA

Mr. Padilla said Bob Wood is out of town so there will not be a report from him under Item #7 Matters from the Air Traffic Control Tower Manager.

MOTION: Carolyn Cook moved, seconded by Chris Ortega, to approve the Agenda, as amended.

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

4. APPROVAL OF MINUTES – OCTOBER 2, 2014

The following corrections were made to the minutes:

Page 2, Paragraph 2, line 2, correct as follows: "... with ~~John~~ Jon to select..."

Page 10, Paragraph 8, line 2, correct as follows: "...carrying on our ~~????~~ NOTAM that..."

Page 9, Paragraph 1, line 7, correct as follows: "He said ~~he said~~, "that..."

MOTION: Mr. Ortega moved, seconded by Mr. Padilla, to approve the minutes of the meeting of October 2, 2012, as amended.

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

5. MATTERS FROM THE PUBLIC

A letter dated November 1, 2014, To Whom It May Concern, from William Aneshensel, President (on behalf of a unanimous Board of Directors), is incorporated herewith to these minutes as Exhibit "2."

Mr. Aneshensel read a letter into the record in support of the performance of Francey Jesson. Please see Exhibit "2" for the complete text of this letter.

6. MATTERS FROM THE AIRLINE STATION MANAGER

A copy of *SAF Monthly Performance Chart*, for United Express and Continental Express for the period 2012 through 2014, is incorporated herewith to these minutes as Exhibit "3."

Deyanira [Dee] Cerda, Envoy Air, reviewed the information in Exhibit "3." Please see Exhibit "3" for specifics of this presentation.

Ms. Cerda said she wanted to let the Board know that Envoy, which ground handles American Eagle and United was awarded Champions by United Express of the month of September. She said Santa Fe was recognized as a Three Key Challenge Champion for outstanding ground handlers performance in September. The award was based on, on-time departure, mishandled bags and customer satisfactions. She said Santa Fe was damage-free for the month, and one of 150 cities where Envoy handles United Express. She said it is a challenge for her team to keep it for than one month.

Ms. Cerda reviewed the information in Exhibit "3." Please see Exhibit "3" for specifics of this presentation.

Ms. Cerda said their boarding times are an average of 96.3, with an average goal throughout the system of 70%, so they are higher than average for a station this size or a little larger – a station which handles less than 5 flights per day. She said they are at 100% loads for each flight that goes out. She said since the temperature has been better they haven't had to be pulling people off, so they are at 100%.

Ms. Cerda said the down side is that they are short handed, but it is only for the Winter. She said regarding the December schedule, they are holding 8 flights for December 25, 2014, and between December 25 and 31, 2014, we have a lot of planes coming in. However, on January 7, 2014, the flights will be reduced to 3 flights per day which is 3 turns. There are no over-nighters, so there isn't an early morning kick-off, and the first flight is at 11:00 a.m., the second at 1:30 p.m. and the last flight for the day will be at 4:00 p.m., so there would be short stays and only 3 aircraft coming in. On Saturdays in January there will only be 2 flights. She said United has pulled one of their aircraft because they want to take advantage of putting it into ski cities such as Mammoth, and will be pulling the Embraers for overhauling and maintenance. They are shortening the number of 145's that are in the system to make sure that we keep the dynamic we have. She said during the Winter the airline will be going to ski cities that have more dependability. Ms. Cerda said they had met with Jon Bulthuis to inform him of these changes.

Chair Ross said Santa Fe is a ski city, and Ms. Cerda said, that's what she thought, but obviously that wasn't enough.

Chair Ross congratulated her on the award.

Mr. Padilla said historically we have always kept a flight, and now we are losing a flight. He asked if this is something we can expect for the future, or is there something we can do as a group to help retain that flight. He said the load factors are there and the numbers seems to say we can support the flight. He said even if United wants to pull a flight, perhaps we can go to American.

Ms. Cerda said she thinks there are two demographics. One is trying to pull where historically the base is not adequate. However, the history is that the first year American came in for their winter, their aircraft literally were frozen on the ramp. Since we don't have the equipment to clear ramps and such, she thinks that is the reason they reduced flights the following year. She said for the 5 years American has been flying into Santa Fe, it is the first year it has had a winter operation. She said last Winter was the first time United had a winter operation in Santa Fe and we were having the same problem. We were having delays because we couldn't get the chocks removed from the wheels because they were frozen to the

wheels. She said there were three occasions when we had ice events that we went to empty on the de-icing machine which holds almost 500 gallons, because it was snowing and snowing. We would de-ice the runway, and by the time they got to the end of the runway, we would have to go back and start again.

Mr. Padilla asked if a type 4 would have been different.

Ms. Cerda said a type 4 probably would help. She said, "What I'm understanding from United is that they pulled away not to performance or not to the capability, but it was to make sure that their ski season was adequately covered."

Mr. Bulthuis said the question Mr. Padilla just asked did come up during the meeting. He said he asked the United representative exactly that as well. And in response, he talked about the fleet that United is purchasing going forward, which is slightly larger than we have currently serving the airport. And when they go through that upcycling, there will be more of the current size of planes that we can accommodate which will be available within its system. He thinks the potential is there in the future, but just not right now because of its fleet limitations.

Chair Ross said we do have a ski resort here, and asked if they aren't seeing adequate traffic from skiers.

Ms. Cerda said that was her question exactly. She said the representative with whom she met was going to go back and ask those questions of United Express, to find out what measures caused them to make this decision..

Mr. Miller said it is a drive market here for the ski area, meaning flying is not a big enough percentage, plus a big day for this resort would be 3,500 skiers and in Mammoth it would be 20,000 skiers, so it is a whole different ball game.

Mr. Padilla said if you go to Taos, they are expanding their runway and are going to hit the airlines heavily to try to get an airlines to support them. He doesn't know if it will hurt us. He said Mr. Miller alluded to that it is only a cross wind runway, but when you talk to the Airport people in Taos, they're really touting this to be a big thing. It's something we should watch.

Ms. Cerda said Mr. Bulthuis has direct contact with her regional contact for United, and if there are further questions, Mr. Bulthuis would be the person to contact.

Ms. Cook asked what is the winter schedule for American.

Ms. Cerda said it is one flight a day, on Saturdays one flight a day to Dallas and Denver. The rest of the days they are looking at 11:00 a.m. to Dallas, 1:30 p.m. to Denver and 4:50 p.m. to Dallas and Denver.

Ms. Cook asked if there will also be a return from Dallas during the day.

Ms. Cerda said it is only a turn. It will come in from Dallas and go back to Dallas.

Responding to a question from Chair Ross, Ms. Cerda said there are no overnight flights.

Chair Ross and the Board thanked Ms. Cerda for her presentation.

7. MATTERS FROM THE AIR TRAFFIC CONTROL TOWER MANAGER

Robert Wood was absent, so there was no report.

8. MATTERS FROM STAFF:

A. INFORMATION TO THE BOARD — ITEMS BEFORE CITY COUNCIL & COMMITTEES

Mr. Bulthuis said, "I would like to make comments about the situation that we are in, and the letter that was read at the start of the meeting. Not to speak to the nature of the personnel action that was taken by the City Manager, but just to try to frame concerns that I heard in the last week, and the goals and excitement that was expressed in the letter that Bill read. I think those things, Carolyn can attest to, were around even before we hired Francey, in terms of wanting to build the Airport and have Airport staff and programs and projects at a level that we hadn't seen before. So we did go out for the recruitment that we did and spent a lot of time on it, and picked a candidate we are all very excited about. I concur with what Carolyn said at the last meeting."

Mr. Bulthuis continued, "But again, getting back to the goals that candidate was expected to do. Those things are certainly still on our plate. It's a directive that I've been given from two administrations now, and I think the Board has heard that as well; looking to get our leasing policies, rules and regulations and all the things hadn't been attended to for some time on the table. And we're making strides there. I think the first big project we kicked off last week, and we'll get to that in a few minutes. But the Airport terminal expansion, that project is underway. We've got our master plan that's now underway. We are looking to hire a firm to do our Rates & Fee Study, and have selected a firm for that. They're not under contract yet, but that's moving forward. So I think that the momentum, the goals that are shared here are unchanged, so we want to see that progress continue. I look forward to working with the Board in that venture for the month that I'll be here. We have already posted a recruitment announcement for a new Airport Manager with the same type of requirements that we did the last time. I am very hopeful we can get someone with very strong credentials that can carry us forward. So with that, we can get back to the business. I did want to address that other thing."

Chair Ross said he thinks it was very appropriate and he appreciates that.

Ms. Cook said, "What Mr. Bill's letter said stated pretty accurately the professionalism that Francey brought here. Because before, Mr. Montman was very busy with getting commercial airlines here, and he did a great job doing it. But he had not done any rules and regulations, leases and so forth. The professionalism took a leap forward with Francey, and I wanted to add that to your comment."

Chair Ross reiterated his thanks to Mr. Bulthuis for his remarks which he thinks were appropriate. He said there are a lot of changes at the Airport coming up, and we will have a lot to do.

I. SEVERANCE TAX BONDS TERMINAL EXPANSION

- 1. City Council – passed on consent October 8, 2014.**
- 2. Preliminary Project Schedule & Construction Phasing Plan.**

A copy of Bid Lots 1 and 2 for the Terminal Expansion, with attachments, provided by Molzen-Corbin, is incorporated herewith to these minutes as Exhibit "4."

Mr. Bulthuis said there are diagrams in the packet that show our lobbying effort in terms of getting the message across to our Legislative Delegation of the need for additional passenger amenities, for structures that can accommodate the growth we've seen. He said this is by no means what the final plans will look like. He said last Thursday, he met with key stakeholders from the City and State and the user entities at the Airport, to get the kind of input the design team needs to get the facility designed in such a way that it goes with the available funding. We probably have more needs than funding. He said we are looking at this as a phased project moving forward, noting that will be likely given the budget. He said we are without any pre-conceived ideas, and are taking a fresh look at how we can use the existing facilities while looking at an expansion.

Mr. Bulthuis said a schedule has been developed for the design process and he will keep the Board apprised. He said it would be great if members of the Board could participate in some of the design session. He understands a charrette is being planned right now, and he would welcome input. He said we are looking for more money from the Legislature, noting last year we received some \$800,000, and after the first peel-offs are taken, we have roughly \$250,000 for actual construction. He said we are looking to the Legislature this year for funding of Phase 2, noting it is one of the City's priorities. He said the City Council will make its final decision on its Legislative priorities at the meeting next Wednesday, but the Airport is in the mix. He said we are moving forward with Phase 1 of the project.

Mr. Ortega, referring to the item in the packet, asked if Bid Lot 1 and Bid Lot 2 are two different things, and Mr. Bulthuis said yes.

Mr. Ortega said then it is one schedule, and asked if this represents Bid Lot 1.

Mr. Bulthuis said it would be as it relates to construction, because we are limited by the budget. He said the goal is to have the full design done and just have it phased in a way that we can set out components.

Ms. Cook asked Mr. Freier to speak to the construction.

Kent Freier, Molzen Corbin, said we started, conceptually, with \$1.3 million, but it gets chopped when the Legislature starts considering other requests, so we ended up with \$890,000. He said \$8,900 has been taken out for Art in Public Places. He said Bid Lot 1 and Bid Lot 2 are not necessarily representative of what we are going to do, or the budget, noting the budget was established with a lot of negotiation. It is tight squeeze, and they want to do something productive with the money. He said a design charrette is coming up, noting there are a lot of people who have a lot of ideas which the charrette will weed out, and we'll end up with something that is workable and within the available budget, commenting that we may end up with something considerably different from that.

Ms. Cook said originally we had talked about doing a temporary building, and asked if that will be on the restaurant side of the building.

Mr. Freier said the concept shown in the Bid Lots was to build a temporary structure – 5 years, maybe 10 years – with a connecting pathway where screened passengers would then enter this as a holding area, bypassing the restaurant so there would be a bigger room to hold those passengers..

Ms. Cook asked if that is still in the mix.

Mr. Bulthuis said the concept of having a new area that is not presently under the roof of the existing structure is under discussion. He said clear direction was given to him that we need to look at this as more than a 5-year build. We're getting \$1 million from the Legislature, and those Legislators are expecting this to be around for decades. So, that is what we're working to design. He said we don't want to limit ourselves by the budget in hand, and we want to get a design that works for everyone, meets the immediate needs and all of those things. However, we also have to be able to spend the money we received, so people can come out and see how their investment in the Airport is making it better, even within the limited budget.

Ms. Cook said we need this as soon as possible, and asked the projected time involving this.

Mr. Bulthuis said the project schedule is in the packet that talks about the design process we just kicked off, with the initial meeting through construction of Phase 1.

Mr. Freier said all of our wishes and beliefs are that we will be bidding a project next summer, with another 9 months of construction, depending on the design.

Mr. Cook asked if security will be the same way it is now.

Mr. Freier said we don't know that, noting that was the intent on the two Bid Lots. He said, "Once we start monkeying with the security checkpoint, then we get TSA involved, and that is an additional expense as well."

Mr. Bulthuis said one thing that is important as we go through the design process, is to let the public know that we are doing that. He said they definitely want to have mock-ups of the security area to the point we can put out designs saying what is going to happen and the timeline. He reiterated that Legislators who supported this funding are having constituents ask them if the project is moving forward. He said, hopefully they will like what they see.

Mr. Padilla said initially, Ms. Jesson "brought in a temporary type building that was blown up and that kind of thing." He said the Board discussed that, so that's off the table and now we're talking about new designs and how we can best use available funds, ask for more money, and get more for the different phases moving into the future.

Chair Ross if we are starting a charrette, that means we're kind of starting over from scratch.

Ms. Cook said then the idea is that there will so no bathrooms in the security area "until this whole thing is pretty much over."

Mr. Padilla said nothing will change at this point.

Mr. Freier said that is the goal. We've always thought we would go forward with bathrooms and some type of food services in the secure area.

ii. SECURITY GUARD SERVICES PSA

- 1. Public Woks Committee – passed on discussion October 6, 2014.**
- 2. Finance Committee – passed on discussion October 20, 2014.**
- 3. City Council – Scheduled October 29, 2014.**

Mr. Bulthuis said this had been on-track to be approved by the City Council on October 29th. He the suggestion of the Board at the last meeting, was to take a step back, and see if we could work with the Police Department to cover part or all of those needs. The City Manager pulled the item from the Council Agenda on October 29th, so we are now operating under a temporary extension with the private security company while we explore this possibility with the Police Department. He said his commitment to the City Manager is that staff would have a proposal back to this Board in December, and then your recommendation would guide whether the contract is re-bid, or we take a different path and develop an MOA with the Police Department.

B. INFORMATION TO THE BOARD – CONSTRUCTION PROJECTS IN PROGRESS

Mr. Freier reported on the two ongoing projects. One is the Taxiway Foxtrot extension, "which appears to you to be open." We activated the lights on end of 10-2A, and Taxiway Foxtrot at the same time. There is are runway and identifier lights on the end of 10 which has reopened. He said we still have a little work to finish the project. He said they are negotiating the final phase certificate with the contractor,

noting we have to get the [inaudible] flight checked which takes some time. We have to make a request to FAA, then they send a contract, we have to send them money, and they schedule it, and then adjust the bill up or down, depending on what it cost. He said, "This is one of the best looking pavements I have seen out here on this Airport, Albuquerque Asphalt did it, so it's open, so use it."

Chair Ross said the lights look great at night.

Mr. Freier said the other project is runway 220, where we're replacing the medium intensity runway lights. He said if you've been flying on 220 lately you probably think you have double vision because we have two lights at every location. This is because we installed the new lights at night, roughly at the same location, but they're not active yet. And it's going to be tricky to turn on the new lights and turn off the old lights without losing a lot of time in between, noting it is very complicated in how that gets done with the wiring. The goal is to make that switch-over in an hour or 3 hours, and certainly not a week, commenting we can't have the lights off for even one day.

Mr. Freier said we've had a lot of problems with the communication system between the air traffic control tower and the electrical and we've got a 32 power cable that connects them. We are running a new fiber optics system from the vault to the control tower. We've replaced the LA-21 controller in the vault which is the panel they use to turn on the lights. We've replaced most of the equipment in the vault, the LA54 radio controller and another control unit in there, noting the current equipment was installed in 1992 and has gotten old. He said this project is going to continue. He said you will hear more about that when we are ready to complete that.

Chair Ross asked if the new lights will be LED.

Mr. Freier said yes, and they should look the same as what you see. He said every time we install the LED's it should reduce the electric bill, because they use 10-20% of the energy that a porch light uses. He said the only ones left would be Taxiway Gulf, Runway 1533, and Taxiway Delta. He said they are happy because they're getting rid of all the direct, buried cable, and everything is now in cans and conduits which will make their lives a lot easier.

Mr. Padilla asked for an update on the ILS.

Mark Baca, Santa Fe Airport maintenance, said the ILS is up and running, and it has been recertified by the FAA.

Chair Ross said he understands that Dahlman (?) is gone.

Mr. Baca said it is an internal FAA thing, and the last he heard the property owner is being unreasonable and they can't go in and rec-certify it.

Mr. Padilla asked if we expect the ILS to go down any more for this project.

Mr. Baca said they discussed that and we don't think that can happen, because it's not in the budget. He said the FAA was kind enough to work with us the first time around and not charge us for re-certifying. If we have to close at night, the ILS has to be shut down, which is for safety because we do not have a control tower. He an ILS shows that runway is running. If we ask to shut it down again, we could be looking at paying them to re-certify. He said, "Since we're at this time of year, we're shying away from that."

C. INFORMATION TO THE BOARD – PASSENGER & AIRCRAFT OPERATIONS COUNTS (HANDOUT)

Chair Ross said noted there is a spreadsheet in the packet for the month. He said he assumes, from Ms. Cerda's remarks, we will see the numbers drop over the next few months.

Mr. Bulthuis said Ms. Cerda noted that it is a seasonal schedule, and they will return to the regular schedule in March.

D. INFORMATION TO THE BOARD – JAGUAR DRIVE/NEW AIRPORT ENTRANCE

Mr. Bulthuis said there has been is no update from the contractor on that project.

E. STATEMENTS OF QUALIFICATIONS

i. RATES & CHARGES STUDY

Mr. Bulthuis provided one copy of the proposal for the Board's inspection. He said we are in active negotiation with the firm chosen, looking to get a contract through the City Manager's Office before the next board meeting. He are getting some money for this from the State and City will kick a little as well. He said it is a good solid firm that can help us get where we need to be.

Chair Ross said he was on the selection committee and he thought all the proposals were excellent, but this one was amazing and said the Board should take a look at it.

Chair Ross said there is a tie-in with this report and the leasing sub committee update which Mr. Padilla will discuss later in the meeting.

ii. AIR SERVICE STUDY

Mr. Bulthuis said for the Air Service Study we received proposals and the selection committee ranked two proposals at the top. He has asked the City Manager to hold off on that for a while, given the other work that needs to be done. So we have proposals, and we may be taking a second look at the whole batch, but all of them are very qualified firms that want to work with us. He said he will keep the Board informed as we move that through the administrative process and have a top candidate.

Chair Ross said one of the aspects of this that I let Ms. Jesson know about that he thought was important is that we develop a long term relationship with both these firms, not just a quick study and that's it. He said both of the contracts will afford us the ability to make a call and get valuable information from time to time as we need it. He said in talking with the City Manager about that, he would encourage the Board to think in terms of multi year contracts with these folks, and a long term relationship with both firms, particularly the Air Service Study, because "I think that industry changes every two days, and we need to keep on top of the business."

Mr. Bulthuis reiterated that the current contract does not have any long term, on-call components, but he clearly heard what the Chair is requesting.

F. AIRPORT CAPITAL IMPROVEMENT PLANS AND CAPITAL DEFICIENCIES

Mr. Bulthuis said on Tuesday, he and Kent participated in a conference call with the FTA Regional Office and talked about how the City historically has brought construction projects forward, that we have a desire to make sure we are assessing our needs, deficiencies and priorities, and that we continue the practice of bringing work through the bureaucratic system. He said typically we have had different projects at different stages continuously over time. He said that has worked well for us in the past, and something our maintenance personnel feel is important in terms of managing their work load as well. He said in terms of communicating that with the FAA, a meeting has been scheduled for November 21, 2014, with representatives from the Regional Office who will be meeting in Albuquerque, to make sure we're on track to do what he just explained.

Chair Ross said that is great.

G. UPDATE – AIRPORT MASTER PLAN

Mr. Freier introduced Kevin Eades a department head at Molzen Corbin who is in the audience.

Mr. Freier said they have kicked off the Air Master Plan. He said Jim Harris and Matt Quick from Kaufman & Associates will be in charge of the project, noting Jim Harris is from the Phoenix office and Matt Quick is from the Kansas City office. They do master plans all over the country, so they have a good handle on air service and what aircraft are doing. He said a fair amount of the Air Service Study is contained in the Master Plan as well, because when they forecast your enplanements they look at the number of aircraft, how many are possible and how they are distributed.

Mr. Freier said Mr. Harris and Mr. Quick were in town last week for a kick-off meeting, and to start the inventory. He said the first chapter of the Master Plan is just inventory, so most of the work is on our back right now. It is just getting a handle on everything which has changed since the last Master Plan, noting "the two of us completed your last master plan in 2010." He said the primary thing for the City to worry about right now is we're trying to establish the policy for planning the advisory committee meeting. He said there is a list of 25 people who have been suggested, some from the Airport, and some from the

business community. The City needs to get that "PAC put together." He said there also are names coming forward via email from people who have volunteered.

Mr. Freier said what the PAC Committee does is to conduct 3 different meetings during the course of the Master Plan. The first in approximately February, and they will meet in the afternoon with the PAC. The PAC is kind of like the design charrette that Jon explained on the terminal building. It is a working group of people that can review the documents and talk about their desires and direction. In the evening there will be a Public Information Workshop where we invite the public to come and we will have display boards and we will walk about with the public and explain what the Master Plan is, what we are looking at doing and such. There will be a second one in July with the same format. The third and final meeting will be done, and then we will have a capital improvement program. We will have a list of projects that need to be done and will be programmed each year – the highest priorities and not so high priorities – for the first 5 years, the second 5 years and the third 5 years and such. He said it is a needs based plan, based on when traffic gets to a certain level, when pavement gets to a certain age and such.

Mr. Freier said he has a graphic which he sent to Ms. Jesson previously, but the Board doesn't seem to have it. He will send it to the Board so they see what the schedule looks like. He said in the past, the Public Information Workshops were held in various places – the Fire Station off #599, Genoveva Chavez and the downtown Library – so people have an opportunity to attend. He said, "So, we're underway."

H. UPDATE – PASSENGER FACILITY CHARGES APPLICATION

A copy of a draft of Santa Fe Municipal Airport Passenger Facility Charge (PFC), Airport Capital Program, Notice of Intent #1, prepared October 31, 2014, provided by Molzen-Corbin, is incorporated herewith to these minutes as Exhibit "5."

Mr. Bulthuis said we have a whole bunch of needs for capital improvement projects at the Airport. Some of these can be funded through the annual appropriation from the FAA, and others tend to go unaddressed, because the \$1 million we get each year can do only so much. He said the Passenger Facility Charges are about commercial airports that have the kind of traffic we do. To maintain the facility they add a surcharge which is passed to the passengers in the fare. He said we haven't done this here previously. However, he has found this charge almost everywhere that there is commercial air service. He said we are an anomaly in not doing that. We hadn't done because we haven't had the numbers. He said we will be bringing a proposal to this Board for its review and direction to take to the City Council for its ultimate approval.

Mr. Freier said this is long past due here. He said when you buy a ticket an enplaned passenger will pay a 4.50 fee, of which \$4.39 stays with the Airport, and 11¢ goes to the Airlines for handling fees. He said they met with Ms. Jesson and Mr. Bulthuis to go through the projects, noting you have to list specific projects on the application. These need to be projects that can be done within the next 2 years, but if we can't, there is a remedy for that.

Mr. Freier asked if he has a copy of the list.

Mr. Bulthuis said he doesn't, but we need that to get that on the Agenda.

Mr. Freier said we coordinate the list with the FAA. The next step is to bring this to the Airport Advisory Board for approval once the application is finalized. They then send notification letters to the airline, and set up consultation with the airlines which we are required to do. He said we have to have airline buy-in on this. And, it has to be a project which the airlines see as being beneficial to what they doing. He said we then go through go through the City approval process – Public Works and Finance Committees and then the City Council – to approve the Application. The approved application will go to the FAA and then the FAA notifies the airlines and those charges are put in place.

Mr. Freier said we are looking to get this done within 6 months, noting they have already started the FAA coordination. However, he doesn't know how long it will take for the charge to appear on the ticket. He said he will be at the Airport Advisory Board next month for approval and then you can begin consultation with the airlines.

Mr. Freier said the City will start collecting money and someone from the Finance Depart has to be responsible for that account. He said, "And then, it's your money to start disbursing, so when you do a project, you can start pulling the money and spending it. There are quarterly reports which are done on an on-line system with FAA." Mr. Freier reiterated that he really would appreciate the Board's feedback on this

Mr. Freier reviewed the items on the list in Exhibit "5." Please see Exhibit "5" for specifics of this presentation.

Mr. Freier said he really needs direction because this isn't his list, and although he can make recommendations, he does need direction on what needs to be done, what is urgent and such. He said the primary intent is to use the funds as leverage for an FAA grant, noting FAA pays 93.75% of the construction and design, so the City's share is 3.125%, and the State another 3.125%. He noted the Farmington Airport used to have 70,000 enplanements when Santa Fe was 5,000, noting Farmington now has 11,000 to 12,000 enplanements annually. He said that might call into question whether or not this is worth all the trouble, but he believes that is/

The Board commented and asked questions as follows:

- Mr. Ortega asked, in terms of leveraging the funds, if there is a limit of how much the FAA will apportion to the City.

Mr. Freier said our estimates are \$250,000 to \$275,000 a year. He said we can't divide by .9375 and say give me \$20 million FAA.

- Mr. Ortega said so that means we can leverage some of it, and asked if the balance above that amount becomes discretionary to be spent by the Airport.

Mr. Freier said yes. He said, however, you cannot use FAA funds on a revenue producing project.
- Mr. Ortega said the condition of the roadway between the Airport and the connecting road is falling apart there by the sign. He asked if that is under our jurisdiction.

Mr. Freier said perhaps you can use the FAA funds to leverage Coop or MAP funds.
- Mr. Ortega thinks the road is under the jurisdiction of the Streets Division.

Mr. Freier said the previous Streets Director Lawrence Ortiz used to do maintenance on it.

Mr. Padilla said it is City right of way and a City maintained road.
- Mr. Ortega asked how far out from the road is our right of way.

Mr. Freier said he has the maps and he will have to look that up, and report back to the Board.
- Mr. Miller asked if the Apron includes the anti-icing equipment so the planes don't stick to the ground.

Mr. Freier said he has to talk to Ms. Cerda about that, commenting that could be an issue, but they do mean to look at that.
- Mr. Padilla asked if this is an absorbed fee or an added fee, and if the airline adds the fee to the ticket, or do they absorb the fee in their ticket price.

Mr. Freier said the fee is added. He said normally they don't mind too much because it is still a competitive ticket price that they're marketing.
- Chair Ross asked if it is shown on the ticket price.

Mr. Freier said it is.
- Mr. Miller said he has seen it included on other airline tickets.
- Mr. Bulthuis said it is a fee on top of a fare.
- Ms. Cook said the maintenance crew does a tremendous job on the Airport, works a lot of overtime, and we really appreciate them. She said she said she certainly would like to see the purchase of the snowblower and other equipment you needed to do their job.

- Chair Ross asked that a copy of the list be provided by email, commenting that it is needed for the Board to provide input.

9. SUBCOMMITTEES

A. LEASING SUBCOMMITTEE UPDATE

Mr. Krohn said the Subcommittee met on October 23rd, noting Ms. Jesson presented the committee with an outline of the Leasing Use Policy, with the intent of working on these items "one by one" and filling it in.

Mr. Krohn said, in terms of the Tie-Down Agreement, based on a meeting Ms. Jesson had with Mr. Bulthuis the day before, she told us she was under the impression that you were going to take the lead in the Tie-Down Agreement. He said we had a general discussion about it, but no action was taken and no subsequent meeting was scheduled. He asked Mr. Padilla if he would like to add anything.

Mr. Padilla said with the recent change in our Airport hierarchy, he is curious about what happens with the subcommittee, and how we move this forward, or if the subcommittee is just dead. He said he found out today that the Rates & Charges Study covers some of the things we're talking about, leasing policy and such, so they help design leasing policies. That will be part of their scope of work. He said he believes, once they are hired, that is when we would take our subcommittee forward to help them and they would help us to devise this moving forward.

Chair Ross said he assigned himself to the committee to review all of the RFPs for the Airport Rates & Charges Study, and part of the scope of the study was inclusive of what the subcommittee has been doing. He said it appears we can pay these folks to give you information and you won't have to develop the information yourself, and you will be able to make decisions and recommendations. He said you have been working to develop the language, and this company should be able bring you the raw materials and you can just make recommendations. This will make it a lot easier.

Mr. Padilla said, "I would suggest that the subcommittee is not dead, and we postpone it until we have further direction from the study, and then we can take it from there with all the information we need."

Mr. Krohn said the Tie-Down Agreement is being presented as a contractual agreement. We currently have no Tie-Down Agreement. We have monthlies that pay the monthly fee. He is wondering if we can have a policy similar to the one for the downtown parking garage where we have an application for monthly parking, and the City issues the Parking Permit. The Parking Division bills and collects the parking fees. He asked if there is any reason we have to have a contractual agreement to park an airplane on the ramp, and if we can use the permitting process we already have in place to bill and collect.

Mr. Bulthuis said he likes that idea, and thinks we need to explore it. He said he can't think of anything off the top that would prohibit that. He has talked with the Parking Division about managing the Airport lots, so that discussion already is underway. We could do this via an MOU with the Parking Division less an administrative fee.

Mr. Miller said if it is not a contractual agreement, then it does not have to be approved by the City Council.

Chair Ross said if it is a contract – by filling out an application, you have suddenly created a contract between yourself and if you violate the rules it is easily enforceable in City Traffic Court.

Mr. Padilla said we would use the Rates & Fees Study to develop the rates and fees for Tie-Down, and have the City help share in the responsibility.

Chair Ross said he thinks it is a great idea.

Mr. Bulthuis said if you would like, for the next meeting, he can bring back examples of the application and how it could cross over to the tie down situation here.

Chair Ross said that would be great.

Mr. Bulthuis said if you are interested, we also could talk about vehicle parking in the same discussion.

Ms. Cook asked, "Does that indemnify the City then of being sued. It seems like parking on a tarmac is different than parking at a parking space in a City-owned building."

Mr. Bulthuis said he would agree, and that is the reason he needs to explore this issue and report back to the Board at the next meeting.

Mr. Padilla said he doesn't think we need to make any changes from what we currently have right now. We are collecting fees for the Airport and if something happens the City is not indemnified. So it's not any different from what we are doing currently.

Chair Ross said, "The City, as a practical matter, is not indemnified even you sign an agreement agreeing to indemnity. Because I checked my airplane policies when they came up, and they aren't like commercial, general liability policies. They don't provide insurance for contracts, and you are basically on your own. So, I don't think indemnity is a very useful concept in this discussion. But assuring that people pay and people have their airplanes insured, those are important things. Of course, the insurance on the airplane would be primary under New Mexico law, so the City would pay second after the airplane insurance would pay. I think it's something worth exploring."

Mr. Padilla agreed saying, what do we do with derelict airplanes, and would like to include that.

Chair Ross said there is a State Statute about abandonment, and you go through certain steps, and the City Attorney's Office is familiar with how to do this, although it is time consuming and difficult.

10. ACTION ITEMS:

There were no Action Items.

11. MATTERS FROM THE CHAIR

There were no Matters from the Chair

12. MATTERS FROM THE BOARD

Mr. Padilla said at the last meeting we talked about needing another Board member.

Chair Ross said the Mayor is aware of that and he is working on it.

Ms. Cook said the Board has had no direction from the Mayor or the City Council. Mayor Gonzales has not met with the Airport Manager since he's become Mayor. She asked him to meet with her, and he chose not to meet with her. She said we haven't been allowed to go to the Council, and the only thing I know is the Mayor is excited about the Airport. She asked Mr. Bulthuis what is the Mayor's vision for our advisory board work, which she thinks we need to know so we could coordinate that.

Chair Ross said, "The way I look at this is that this is an advisory board. The vision and direction should be coming from us to them. I think they are looking to this Board for ideas for selection and all of that kind of stuff."

Ms. Cook asked how we can give it to them, when they won't meet with us.

Chair Ross said, "It is on my to do list to talk with Jon about how we accomplish the purpose... an important purpose of the Board, which hasn't been done ever that I can tell, is communicating directly with the Council maybe at Public Works. I just communicated something I have been thinking about and haven't had a chance to focus on it yet. We need to have that discussion and find out if they need or desire a formal briefing from time to time."

Ms. Cook said she would like to have that discussion on an agenda sometime. She said in the past Jim Montman went to the Council, and then came to the Board, and we asked questions and he gave answers, and that hasn't been happening.

Ms. Cook asked if the City Council or the Mayor, or anyone on the Governing Body are interested in looking at staff studies. She said there has been no staff increases for the past 6 years, noting there were 137,000 commercial flights out of this Airport last year. She said increased flights mean more work, and the staff hasn't grown. She said she has done work in the past 6 months on staffing studies done in other similar airports and their staffing is exceedingly larger than ours.

Ms. Cook asked if it would be possible to have the Mayor come to a Board meeting and talk to us.

Mr. Bulthuis said in regard to staffing issues, it has been talked about for many years, probably 10 years.

Ms. Cook said the FAA has said for 8 years, we're low on staffing.

Mr. Bulthuis said in terms of how that process works with the City, it is done on an annual budget cycle where staff makes recommendations on funding for each department. He said for past several years, since he has been here, he has made that request every year. He said we did get permission to hire the custodian that Ms. Cook mentioned last meeting.

Ms. Cook said that is her concern and she appreciates the information.

Mr. Bulthuis said there is a candidate for the custodial position. He said there also was an intern position which was approved and funded through the budget. He said certainly we would like to get 1-2 FTEs, in terms of succession planning for the maintenance crew, because one day they are going to retire.

Ms. Cook said there also is a lot of overtime.

Mr. Bulthuis said the Board needs to work with him to help him with these kinds of requests, noting the City hasn't done staff expansions for some years. He said we need to keep requesting additional personnel.

Chair Ross asked if the budget process is in January/February, and Mr. Bulthuis said yes.

Mr. Ortega said everything Mr. Bulthuis said is true about permanent positions. However, he doesn't know if Ms. Jesson or Mr. Montman explored the potential to get temporary workers to get various things done. He said perhaps we could share temporary employees. He said the airport needs a lot of help, and we're stretched thin. He doesn't think Ms. Jesson took his suggestion seriously regarding temporary workers, or at least to explore it.

Mr. Bulthuis said he will explore that, noting temps are great because they're not as expensive as FTEs, although the Union isn't a big fan of adding temporary positions. He said it is something to look at and to continue to explore.

Mr. Bulthuis said we talked a bit about the FAA meeting in which he and Kent participated this week. He noted that immediately after that meeting, we received notice that the FAA is coming to do a Part 139 inspection, which typically is done annually, and would have happened in February or March. He said they can come at any time they want, and they gave us notice. He said that is a pretty big undertaking, in terms of "getting our ducks in a row for that," and making sure all the Part 139 checklist items are being done properly to maintain our certification. The inspection is scheduled tentatively for December 10th and 12th. All the partners have been notified, and certainly our staff will be key in that process.

Mr. Bulthuis said he doesn't know if Francey shared the results from the last review, but he can make that a part of the packet for the next meeting, noting it was presented to the City's Audit Committee in July as requested, noting the Committee has requested notification about any review that requires correction or corrective action.

Mr. Ortega said the Board did get that letter on March 6th.

Ms. Cook said she did share that with the Board.

Mr. Freier said once the letter comes out you have 60 days to address the concerns.

Mr. Bulthuis said you can do your best before they come, or you will do it when they leave. He said we are trying to get ahead of this.

Ms. Cook said the past history is that they always have things they want you to improve, which is part of running an Airport.

Mr. Padilla said he believes it will be a different inspector this time, and each inspector has different things that they look at and are concerned about.

Mr. Bulthuis said, regarding the appointment to fill the vacancy on this Board, the City Manager has said that appointment will be made at the Council meeting on November 12, 2014, and he will get information to the Board once that appointment has been made.

Mr. Bulthuis reminded Mr. Padilla, Ms Cook and Mr. Ortega to complete the Ethics forms and submit them to the City.

13. ADJOURNMENT


There was no further business to come before the Board.

MOTION: Troy Padilla moved, seconded by Chris Ortega, to adjourn the meeting.

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



Stephen C. Ross, Chair



Melessia Helberg, Stenographer

AIRPORT ADVISORY BOARD MEETING
Thursday, November 06, 2014

[illegible]

Exhibit "1"



The Aviation Association of Santa Fe

November 1, 2014

To Whom It May Concern,

The Aviation Association of New Mexico is an organization of pilots and other Santa Fe Municipal Airport stakeholders. We would like to express our sincere appreciation for the work of Francey Jesson as our airport manager and to thank her for her excellent service.

When Ms. Jesson became airport manager in May 2013, it was like a breath of fresh air. From the start, she identified numerous areas for improvement at the airport, including an emphasis on fiscal responsibility and an immediate need for updated lease agreements with certain airport leasees. She spent the next 18 months working hard to place the airport on a track for orderly growth.

One of Ms. Jesson's many tasks in righting the ship that is our airport was to create standardized airport governance documents for the 21st Century. Two of our board members served with her on a committee to assist her with developing a leasing policy, airport rules and regulations, and minimum standards for commercial operators. (Some of these vital documents never existed, or were at least 25 years old.) Equally important, she also worked diligently to promote Santa Fe as a destination airport.


In our work with Ms. Jesson, which was just getting started, she was always the consummate professional: cooperative, reasonable, courteous, and attentive. Her knowledge of FAR Part 139 and insurance issues was particularly outstanding.

Throughout her tenure at our airport, Ms. Jesson always made herself available to listen to stakeholders, speak to their concerns, and explain the many positive changes she was striving to make at the airport. We will miss working with her and believe she will be exceedingly hard to replace.

Sincerely,

William Aneshensel, President
(on behalf of a unanimous Board of Directors)

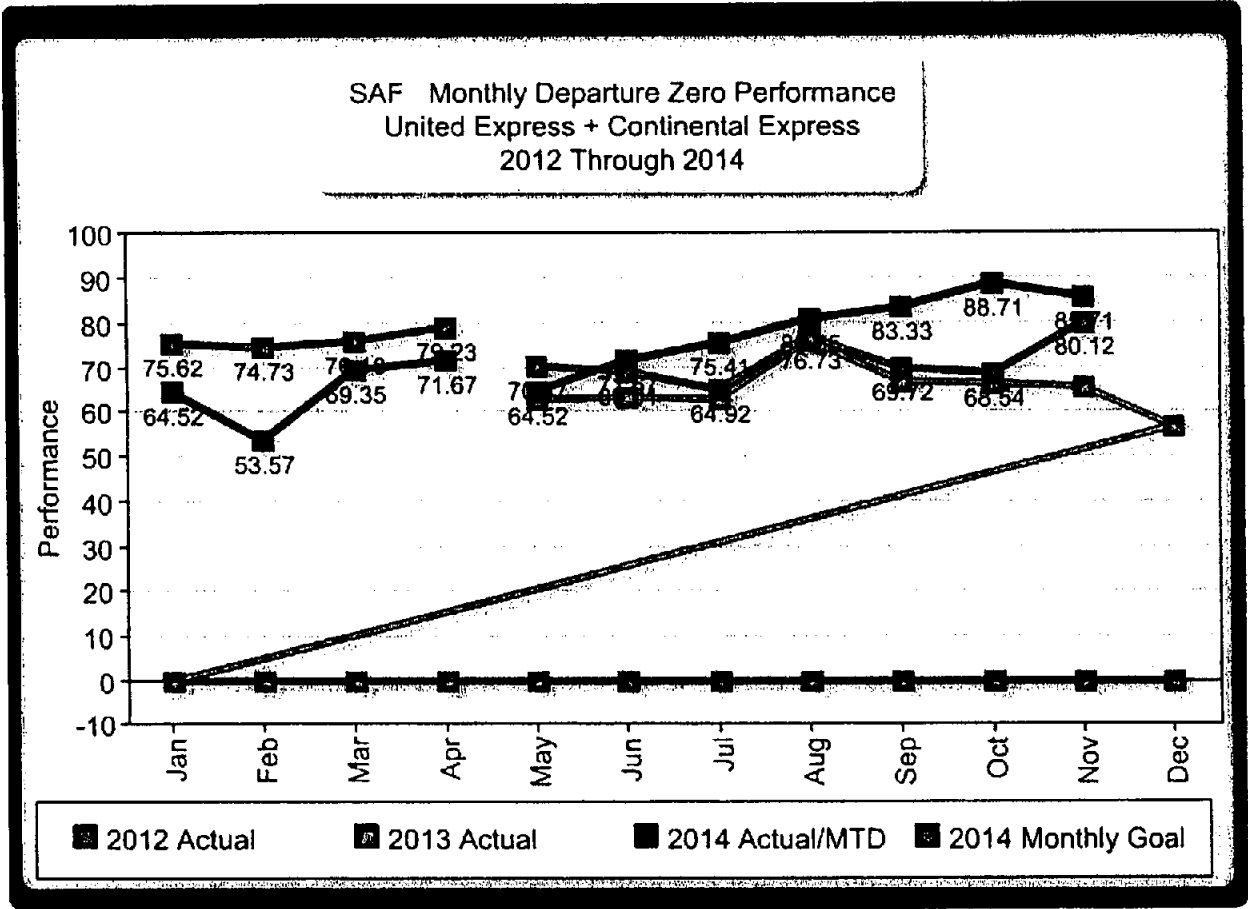
SAF Monthly Performance Chart
Metric: **Departure Zero** Carrier: **United Express + Continental Express**
For the Period: **2012 Through 2014**




[Close Window \(Back\)](#)

*Hold Mouse over Marker Squares to view **ACTUAL** values.*

*Click the **Close Window** link at right, to return to report.*



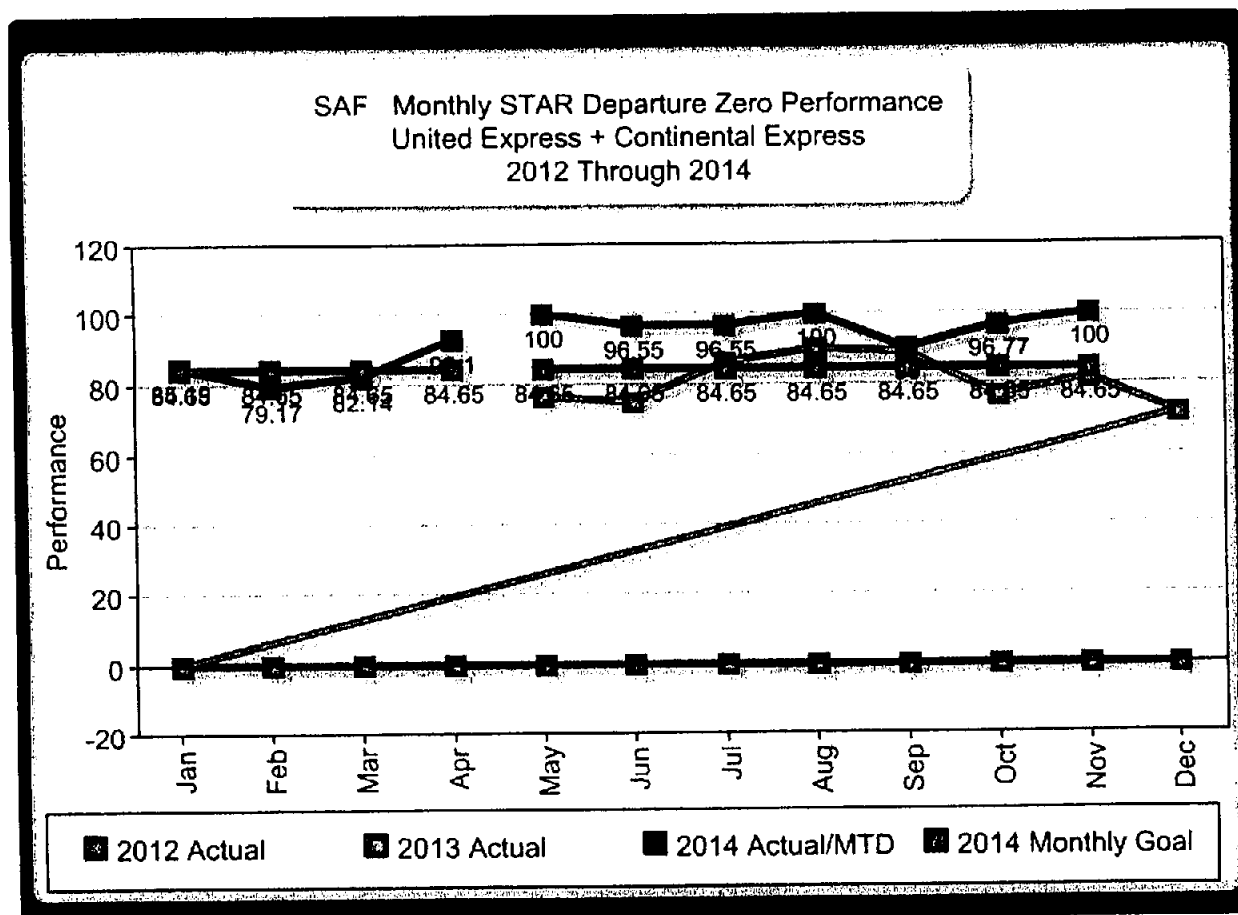
SAF Monthly Performance Chart
Metric: **STAR Departure Zero** Carrier: **United Express + Continental Express**
For the Period: **2012 Through 2014**



Close Window
(Back)

*Hold Mouse over Marker Squares to view **ACTUAL** values.*

*Click the **Close Window** link at right, to return to report.*

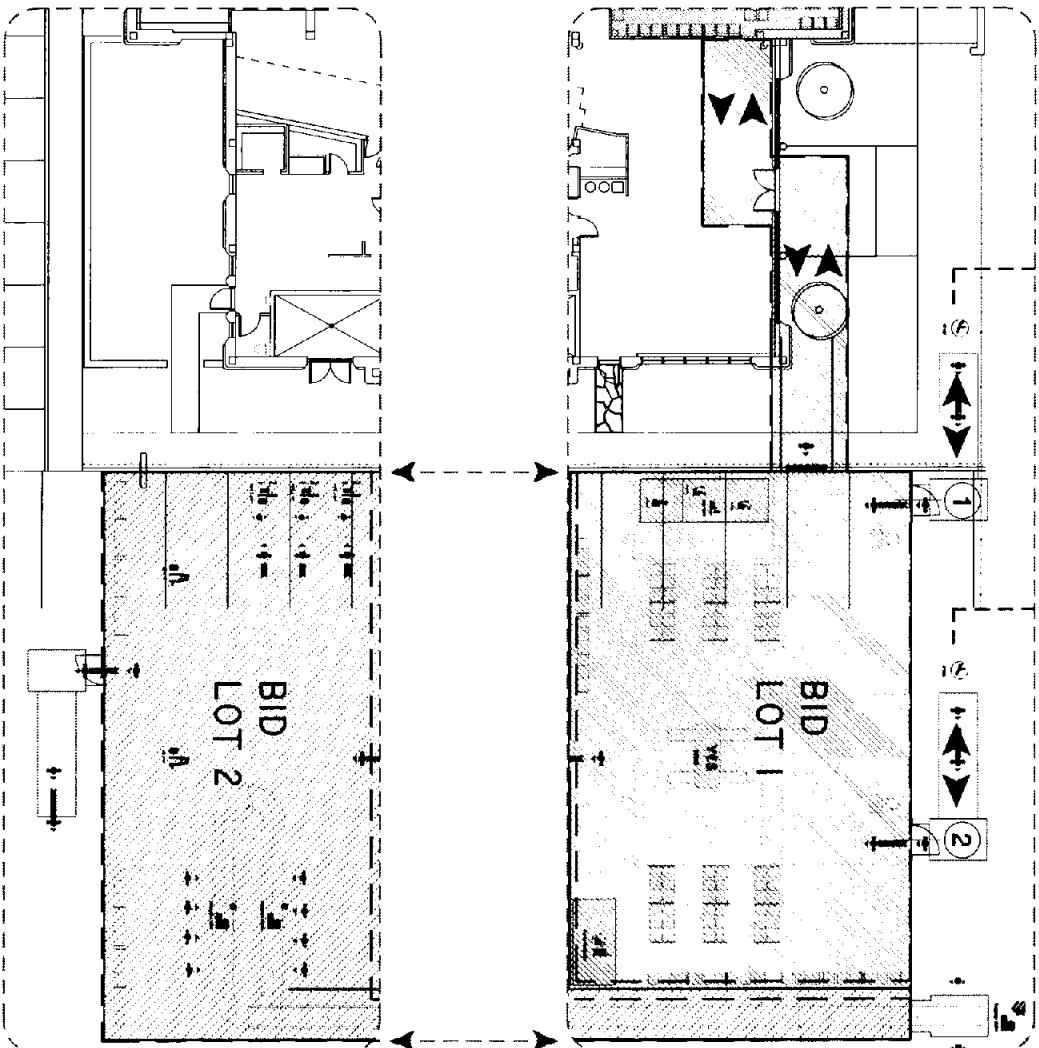


SAF Terminal expansion - BID LOT 1

Subcontractor costs	Unit	QTY	\$/Unit	\$
Gate expansion	SF	3,750	93	\$ 350,000
Demo	SF	800	5	\$ 4,000
Halfway Connection	SF	800	260	\$ 208,000
G&D	SF	4,250	2	\$ 8,500
Utilities	SF	3,750	2	\$ 7,500
Parking/site improvements	SF	10,000	5	\$ 50,000
Baggage claim system	Lot	1	\$ 100,000	\$ 40,000
FF&E	Lot	1	\$ 40,000	\$ 22,500
Security/IT	SF	3,750	6	\$ 22,500
Subtotal				\$ 690,500
Contingency			10%	\$ 69,050
GC mark-ups and CM			25%	\$ 759,550
Design			8%	\$ 189,888
CA and Observation			5%	\$ 60,764
Taxes				\$ 37,978
				\$ 1,048,179
Grand total				\$ 85,820
				\$ 1,133,999

SAF Terminal expansion - BID LOT 2

Subcontractor costs	Unit	QTY	\$/Unit	\$
Gate expansion	SF	3,700	93	\$ 350,000
G&D	SF	3,700	2	\$ 7,400
Utilities	SF	3,700	2	\$ 7,400
Baggage claim system	Lot	1	\$ 100,000	\$ 100,000
FF&E	Lot	1	\$ 35,000	\$ 35,000
Security/IT	SF	3,700	6	\$ 22,200
Subtotal				\$ 522,000
Contingency			10%	\$ 52,200
GC mark-ups and CM			25%	\$ 574,200
Design			8%	\$ 143,550
CA and Observation			5%	\$ 45,936
Taxes				\$ 28,710
				\$ 792,396
Grand total				\$ 64,877
				\$ 857,273



MOLZENCORBIN

CITY OF SANTA FE

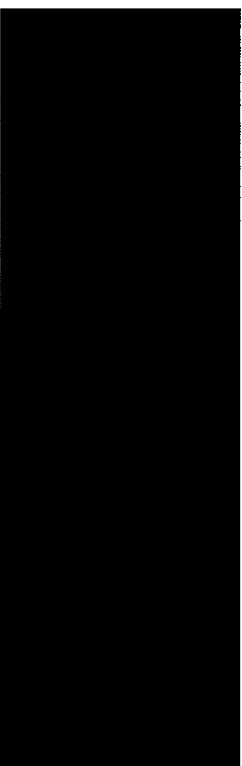
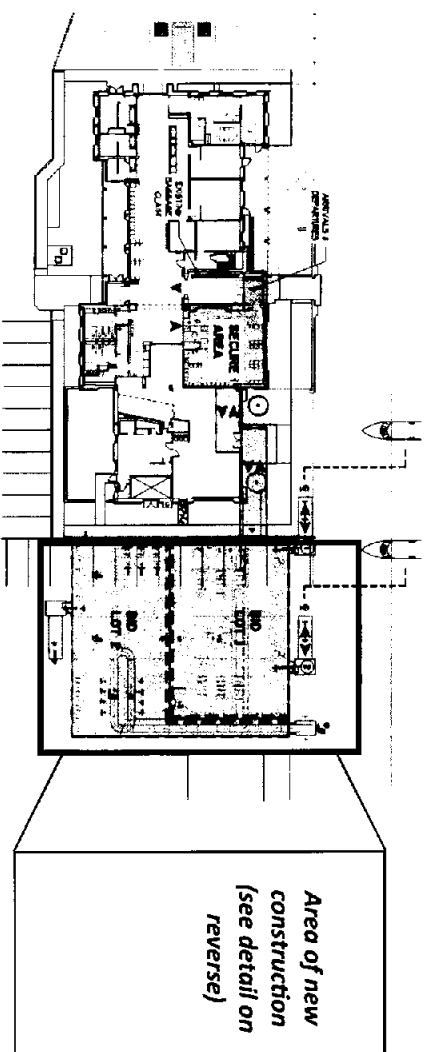
2014 LEGISLATIVE CAPITAL OUTLAY REQUEST

PURPOSE AND NEED

The Santa Fe Municipal Airport is a significant economic driver to the City, County and surrounding region, estimated at \$70.8M in the latest NMDOT study (2009). In the past 5 years, commercial traffic has risen from an all time low of less than 1,000 passengers to nearly 140,000 for year end 2013, overwhelming the existing terminal building. We risk losing existing levels of commercial service due to less than adequate customer amenities. Construction of the needed expansion, however, will not only meet existing needs but allow growth and expansion of commercial air service into Santa Fe.

PROJECT

Various remodel and new building options have been explored and long term plans are being evaluated. A economical near term solution is the expansion of the existing terminal. This entails the design and construction of the expansion, demolition , remodeling and site work to tie into the existing building. This project would also include the furnishings, baggage equipment, and security equipment needed to maintain the appropriate level of services.



MUNICIPALITY: City of Santa Fe
COUNTY: Santa Fe County
TOTAL COST OF PROJECT: \$ 1.2 million
CAN PROJECT BE PHASED?: Yes
MINIMUM \$\$\$ NEEDED TO MAKE THIS PROJECT VIABLE: \$1.2 million
OTHER FUNDING SOURCES: Local funds



EXPECTED LIFE OF THIS PROJECT: 20 Years
WHEN CAN THE PROJECT BEGIN?: When funds become available
IS THE PROJECT ON THE ICIP?: Yes
CITY OF SANTA FE POPULATION: Approximately 69,204
RESIDENTIAL POPULATION (SANTA FE COUNTY): 146,375

Santa Fe Municipal Airport
Terminal Expansion

October 3, 2014

		2014				2015												2016													
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul									
ITEM	TASK	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
1	Planning and Programming																														
2	Stakeholder Presentation																														
3	Schematic Design																														
4	Schematic Design Presentation																														
5	Public Presentation (If Desired)																														
6	Stakeholder Review/Input																														
7	Design Development																														
8	Stakeholder Review/Input																														
9	Construction Documents																														
10	Stakeholder Review/Input																														
11	Bid Period																														
12	PreBid Conference																														
13	Bid Opening																														
14	Recommendation to Award																														
15	Contractor Agreement/Bonds																														
16	Owner Review of Contract																														
17	Construction																														
18	Notice to Proceed																														
19	Materials Delivery																														
20	Progress Meetings																														
21	Substantial Completion																														
22	Punch List																														
23	Occupancy																														
24	Closeout																														

Project Timeline
Meetings/Presentations/Public Input



CORBIN

ENGINEERS ARCHITECTS PLANNERS

New list

EXHIBIT A
SANTA FE MUNICIPAL AIRPORT
PASSENGER FACILITY CHARGE (PFC)
AIRPORT CAPITAL PROGRAM
NOTICE OF INTENT #1
PREPARED: OCTOBER 31, 2014

PROJECT #	PFC PROJECTS	AIP GRANT #	ESTIMATED TOTAL COST	PROPOSED PFC COLLECTION
	A. Future Projects			
1	Terminal Building Expansion/Renovations	N/A	\$1,000,000	\$1,000,000
2	Parking Lot Expansion	N/A	\$500,000	\$500,000
3	Snow Blower and Broom	N/A	\$100,000	\$3,125
4	Security Fencing Improvements	N/A	\$500,000	\$15,625
5	Paint Striper	N/A	\$25,000	\$25,000
6	Anti-Icing Equipment (Airfield Pavement)	N/A	\$400,000	\$12,500
7	Reconstruct Runway 2-20	N/A	\$8,400,000	\$262,500
8	Taxiway "C" Reconstruction	N/A	\$2,000,000	\$62,500
9	East Apron Crack & Seal	N/A	\$200,000	\$6,250
10	Taxiway "D" Rehabilitation	N/A	\$800,000	\$25,000
11	Runway 10-28 Rehabilitation	N/A	\$450,000	\$14,063
12	North Apron Reconstruction	N/A	\$800,000	\$25,000
13	Drainage Study	N/A	\$200,000	\$6,250
14	Runway Friction Tester	N/A	\$50,000	\$1,563
15	Paved Shoulders - Taxiways	N/A	??	??
	B. PFC Sponsor Administration			
16	PFC Administration Costs	N/A	\$125,000	\$125,000
	PFC Collection		\$15,550,000	\$2,084,375

DRAFT

Exhibit "5"