



Agenda

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**AIRPORT ADVISORY BOARD MEETING
THURSDAY, APRIL 2, 2015
4:00 PM – 6:00 PM
SANTA FE MUNICIPAL AIRPORT
BUILDING 3002 (JUST NORTH OF TERMINAL BUILDING)**

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MEETING MINUTES: FEBRUARY 5, 2015 AND MARCH 2, 2015

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

INTRODUCTION

AIRCRAFT OWNERS AND PILOTS ASSOCIATION (AOPA) LIAISON AT SAF – MICHAEL SZCZEPANSKI

PRESENTATIONS

1. MATTERS FROM THE AIRLINE STATION MANAGER – DEYANIRA “DEE” CERDA
2. MATTERS FROM THE AIR TRAFFIC CONTROL TOWER MANAGER – BOB WOOD

ACTION ITEM

1. APPROVAL OF AIRPORT TERMINAL SIGNAGE IMPROVEMENT PLAN: INTERIOR – FRANK NICHOLS

DISCUSSION ITEMS

1. UPDATE ON CURRENT AND PLANNED CAPITAL IMPROVEMENT PROJECTS AT SAF
2. UPDATE ON INSTALLATION OF “PAY AND DISPLAY” PAYMENT MACHINES IN PUBLIC PARKING AREA
3. UPDATE ON LEASE REVIEW PROJECT AND ASSOCIATED RATES & FEES STUDY
4. UPDATE ON AVIATION DIVISION FY2015 FINANCIAL STANDING – ACCOUNTS RECEIVABLES
5. UPDATE ON BUDGET REVIEW PROCESS AND ASSOCIATED OPERATIONS AND STAFFING PLAN
6. UPDATE ON AIRPORT MANAGER RECRUITMENT PROCESS

MATTERS FROM MEMBERS OF THE AIRPORT ADVISORY BOARD

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

ADJOURN

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

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CITY OF SANTA FE
AIRPORT ADVISORY BOARD
Thursday, April 2, 2015

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**MINUTES OF THE
MEETING OF THE
AIRPORT ADVISORY BOARD
Thursday, April 2, 2015**

1. CALL TO ORDER

A regular meeting of the Airport Advisory Board, was called to order on Thursday, April 2, 2015, at approximately 4:00 p.m., by Stephen C. Ross, Chair, in Building 3002, Santa Fe Municipal Airport, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT:

Stephen C. Ross, Chair
Simon Brackley
Ron Krohn
Mark Miller

Members Absent:

Carolyn Cook, excused
Troy Padilla
Chris Ortega, excused

OTHERS ATTENDING:

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

There was a quorum of the membership in attendance.

AUDIENCE:

Bobbie Ferrell, Senator Udall's Officer
William Aneshensel, Aviation Association of Santa Fe
Noel Pinto Correia, City Parking Director
Kent Freier, Molzen-Corbin
Frank Nichols, Frank Nichols Design
Michael Szczepanski, N.M. Sport Aviation

A copy of the sign-in sheet for the meeting of March 5, 2015, is incorporated herewith to these minutes as Exhibit "1."

3. APPROVAL OF THE AGENDA

MOTION: Mark Miller moved, seconded by Ron Krohn, to approve the Agenda, as presented.

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

4. APPROVAL OF MINUTES – FEBRUARY 5, 2015 AND MARCH 2, 2015

Page 10, correct "CIP" to "CPI."

MOTION: Ron Krohn moved, seconded by Simon Brackley, to approve the minutes of the meeting of February 5, 2015, as amended.

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

MOTION: Mr. Simon Brackley moved, seconded by Mr. Ron Krohn, to approve the minutes of the meeting of March 2, 2015, as presented.

VOTE: The motion was approved unanimously, with one abstention by Chair Ross, by voice vote.

5. PUBLIC COMMENT

Bill Aneshensel, President of the Aviation Association complimented and thanked Mr. Bulthuis for making a presentation to the Aviation Association on his own time. He said the presentation was very nice and productive, and they appreciated it.

6. INTRODUCTIONS

AIRCRAFT OWNERS AND PILOTS ASSOCIATION (AOPA) LIAISON AT SAF – MICHAEL SZCZEPANSKI

Chair Ross introduced Michael Szczepanski, who recently took the position of Liaison to the Committee for the Aircraft Owners and Pilots Association.

Mr. Szczepanski said it is an honor to be appointed to this position. He hopes to work with the Committee to make the airport as strong as it can be for aviation.

7. PRESENTATIONS

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

Ms. Cerda was not present.

2. MATTERS FROM THE AIR TRAFFIC CONTROL TOWER MANAGER – BOB WOOD

Mr. Wood was not present.

8. ACTION ITEM

1. APPROVAL OF AIRPORT TERMINAL SIGNAGE IMPROVEMENT PLAN: INTERIOR (FRANK NICHOLS)

A copy of *Santa Fe Airport Signage* prepared by Frank Nichols design is incorporated herewith to these minutes as Exhibit “2.”

Mr. Nichols presented information via slide presentation. Please see Exhibit “2” for specifics of this presentation.

Mr. Krohn asked Mr. Nichols if he is suggesting changing the color of the doors.

Mr. Nichols said no, they will be the same color.

Chair Ross thanked Mr. Nichols for his presentation.

Mr. Brackley asked the process for going forward with this plan.

Mr. Bulthuis said in terms of getting this project done there are capital outlay funds in this year's operating budget. He said the next step, with Committee approval, is to put out the specifications, get prices, contract with someone to do the work, and move forward with the project. He said we will have to coordinate with the Department of Transportation and the city sign shop for the highway signs. He said once the Committee approves this request, we can move forward to accomplishing this improvement.

Mr. Krohn asked if he is talking about only the interior signage for now.

Mr. Bulthuis said yes, that is his understanding, noting we saw a bit more specifics in the slide presentation. However, his recommendation is to move forward with the interior signs only at this time.

Chair Ross said then we will work with the Department of Transportation and the City sign shop for the necessary information prior to moving forward with the highway signage.

MOTION: Simon Brackley moved, seconded by Mark Miller, to approve the interior plan as presented.

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

9. DISCUSSION ITEMS

1. UPDATE ON CURRENT AND PLANNED CAPITAL IMPROVEMENTS PROJECT AT SAF

Kent Freier, Molzen-Corbin, said this information was requested at our last meeting by Mr. Roybal, noting the CIP update was done on March 31st. He said his report is in the Committee packet for the Committee review. He said the list goes back to 1999 and includes the items requested at that time. The report includes grant numbers for older items and newer items for your reference. The previous Airport Manager wanted to work only on the master plan and not projects. He said our priorities now include other things.

Mr. Freier reviewed his report. Please see the report in the Committee packet for specifics of this presentation.

Mr. Freier said he and Mr. Bulthuis need to regroup on the CIP to see what we need to do immediately. He said last year we did emergency repairs on runway 220. He said he still is nervous about the surface on that runway. He said the FAA has asked us to make that a priority. He said the request this year will be for more design funds, so perhaps we will be able to start construction. He said construction will require closure of the runway so it will be a major project. He said we can bid the project in the winter and be ready to start work in June 2015.

Chair Ross asked Mr. Frier if he can accomplish everything within such a fast timeframe.

Mr. Freier said he doesn't don't know yet for sure.

Mr. Freier said he knows all of the Committee members want the PAPI's, and asked for Committee input on other projects they would like to have done.

Chair Ross said all of this will be revisited as part of the planning process.

Mr. Freier said that is correct.

Mr. Brackley asked if the Airport has been impacted by the failure of the Legislature to pass a capital outlay bill this year.

Mr. Freier said no, noting State Aviation funding is through a separate bill, noting the matching funds for the FAA grants are included in that budget. He said the essential services money is not impacted.

Mr. Bulthuis said there is a backlog of requests right now. He said they intend to go back to the Legislature at the next session to seek funding for the second phase of the project. He said if there is not a Special Session to deal with the capital funding, there will be a push in the next legislature from all State departments and others seeking funding, which will impact our request for funding.

Chair Ross said we only can hope they are able to working this out.

Mr. Freier said he and Mr. Brackley will be speaking to the Chamber of Commerce in May to present the Airport's master plan.

Mr. Brackley said the idea is to garget the business community for its input on the proposed master plan.

Mr. Freier said they also spoke at Bishops Lodge and Buffalo Thunder at recent breakfast meetings with other groups.

Chair Ross asked the date of the Chamber meeting.

Mr. Brackley said it is on May 19, 2015, at 8:00 a.m.

2. UPDATE ON INSTALLATION OF "PAY AND DISPLAY" PAYMENT MACHINES IN PUBLIC PARKING AREA

Mr. Correia distributed a photo of what a parking pay machine will look like. He said our goal is to complete the project by May 31, 2015. He said, hopefully it will be done even sooner. He said there will be four machines to pay for parking which will be installed on a concrete pad so people can stand on it to complete their transaction, noting signage will be triangular. He said similar machines will be installed in long term parking, for convenience of those using the parking.

Mr. Brackley asked who will process the payments.

Mr. Correia said currently the Parking Division will be doing that, noting two Parking staff will be coming by the Airport to pick up the boxes.

Chair Ross asked if the Parking Division will be handling enforcement as well.

Mr. Correia said yes. He said during the next week or so we will start the enforcement by coming through to check cars, place notices and get people motivated to pay.

Chair Ross said then the notices will be a warning.

Mr. Correia said yes, a courtesy notice will be given initially.

3. UPDATE ON LEASE REVIEW PROJECT AND ASSOCIATED RATES & FEES STUDY

Mr. Bulthuis said this report is in the packet, noting the project is well underway. He said the report shows some of the milestones we have been able to achieve and the things we still need to accomplish. He said the contractors have done an excellent job working with city staff to do an overview of where we are right now. He will provide the results to the Board for its review and comment.

Chair Ross said asked the completion date.

Mr. Bulthuis said by the end of this calendar year, noting everything is on track for that completion date. He said they have a site visit scheduled at the end of this month, noting they will be meeting with the staff, and then with the airlines to talk about future contracts and outstanding issues we have with them.

4 UPDATE ON AVIATION DIVISION FY 2015 FINANCIAL STANDING – ACCOUNTS RECEIVABLE

Mr. Bulthuis said this is a follow up to the presentation at the previous meeting which was a snapshot in time showing the status of the delinquent payments. He said they are working on these issues and are setting up meetings to bring accounts current, noting they are starting with the biggest accounts first. He said staff currently is reviewing each of the Leases and Tie-Down Agreements to get up to speed as to where things sit, and what is needed to bring them to current status. He said a fair amount of work remains to be done, commenting that his goal is to be current with all of these by the end of this fiscal year.

Chair Ross asked the amount of receivables on the books currently for these accounts.

Mr. Bulthuis said it is approximately \$800,000.

Chair Ross said that is a lot of money. He asked Mr. Bulthuis for an update as soon as he has more information in this regard, and Mr. Bulthuis said he will do so.

5. UPDATE ON BUDGET REVIEW PROCESS AND ASSOCIATED OPERATIONS AND STAFFING PLAN

A copy of a proposed *Airport Division Organizational Chart*, entered for the record by Jon Bulthuis, is incorporated herewith to these minutes as Exhibit "3."

Mr. Bulthuis he had the first budget hearing with the Finance Director and the City Manager and there was no push back from them at the meeting. He said there will be Finance Committee Budget hearings at the end of the month the finance committee hearings, noting there will be two public hearings on the budget. The Finance Committee then will begin the process of balancing the budget, with hearings at the committee level – Public Works and Finance Committees. The budget will then go to the City Council for final approval.

Chair Ross asked Mr. Bulthuis if he is proposing additional FTEs in the proposed budget.

Mr. Bulthuis said yes, that has been part of the discussion. He said the City Manager thought the Airport should get its "fiscal house in order first," to make sure we have revenues in place to cover current staff, and then they can revisit the request for additional FTEs.

Mr. Bulthuis said at the inspection last fall the FAA Inspector noted that our maintenance program was not able to keep up with the daily FAA requirements. He said we have strong, dedicated staff that has been here a long time. He said it is important that the City works in such a way that it does not disenfranchise the good work they have done in the past and gives them an opportunity to work up within the organizational structure. He said it is recommended that we have an operations group, with a senior staff person supervising who is outside of the union. He said currently, there are three maintenance staff, and the supervisor would be an expansion position. This is part of the recommendations made by FAA. He said the plan was well received by our current employees. He will be working with the Human Resources Department on this plan, commenting he feels it is very doable. Mr. Bulthuis said right now we are operating with a lot of overtime, which is excessive, and this action will change that.

Chair Ross said Mr. Bulthuis indicates on the Organizational Chart that the Contracts Manager will be over the Administrative Assistant.

Mr. Bulthuis said the support for the Airport Manager is not adequate in terms of business management. The Contracts Administrator position is available but not sustainable right now, noting it will cost a few more dollars per hour than in the past. He said right now we are at the proposal stage, and any changes will require approval by the Governing Body.

Chair Ross said asked if that process will occur at the time the budget is approve, or if there will be separate action on that.

Mr. Bulthuis said it could go both ways, noting we are talking about the concept now, but it is not part of the budget approval in May. He reiterated that there is a desire by the City to have things settle down at the Airport, and to have the revenue streams more in hand before we talk about more staff, although the basis for the additional staff is there.

Mr. Brackley said we have heard for some time that the Airport is under-staffed, and asked Mr. Bulthuis if he feels the staffing is sufficient for the future. He asked if it wouldn't be better to get more "staffed up now."

Mr. Bulthuis said this is not the full build-out of what staffing needs to be down the road, noting we have one custodian. He said he does think it is a step in that direction. He said the

resistance in the past to adding staff is what led us to do this "one bite at a time," noting this is an intermediate step.

Mr. Brackley said it makes him nervous that there is no excess capacity in terms of staff, and no back-up plan.

Mr. Bulthuis agreed. He said the Airport Division is part of the Transportation Department, and we will support one another in situations such as Mr. Brackley is describing. However, it will be tougher to do this as the Airport business grows. It is a tough call as to how big of an ask you can make at this stage of the game, noting there is support for this bite.

Mr. Krohn said he noticed the organizational chart shows only one custodian, and asked if we have custodial service seven days a week.

Mr. Bulthuis said yes, noting there is a floating custodian in the Transportation Department, who is filling that need in the short term.

Chair Ross asked Mr. Bulthuis, once we get our fiscal house in order, if he thinks the budget will support more staff.

Mr. Bulthuis said, "Yes, I do."

Chair Ross said right now, we have a poor track record now so we need to get the City's confidence back.

Mr. Bulthuis said that is the idea, commenting we have addressed some fee issues and he is working on the others.

6. UPDATE ON AIRPORT MANAGER RECRUITMENT PROCESS

Mr. Bulthuis said they have completed the interviews of the candidates who were short listed for interview, and were considering to finalists, one of which was "head and shoulders" over the other and had strong experience. Unfortunately, that candidate withdrew his application to consider another opportunity. Mr. Bulthuis said the Chair, Isaac Pino and he were on the interview team.

Mr. Bulthuis said we are now at a place where we have the second finalist who does not have all those qualifications of the first, noting he works at a smaller airport, and although he interviewed well and was very positive, he certainly is not the candidate we selected. He said at this time, the City Manager is weighing the next steps.

Responding to the Chair, Mr. Bulthuis said the City Manager does the hiring, and he will direct him as to how to proceed.

Mr. Brackley asked the number of applicants for the position.

Mr. Bulthuis said there were 40 applicants, which were short-listed to 6 or 8.

Chair Ross said he is surprised that there were only one or two that met the qualifications.

Mr. Bulthuis said he asked one of the consulting groups about that, and the feedback was that the issue is the salary. He said the city pay package is not competitive which is tough from the City Manager on down the ladder. He said it impacted our ability to attract candidates with the required qualifications.

Mr. Brackley said he assume Mr. Bulthuis told the City Manager about that.

Mr. Bulthuis said he did.

Chair Ross said this should be on the agenda for our next meeting.

Mr. Krohn asked if it is an option to reboot the process.

Mr. Bulthuis said yes, commenting that the staff covering the Airport in the interim is getting a bit weary. He said hopefully it will not take too long, although we extended our open period for applications because we were not getting the hoped for candidates.

Chair Ross said then we lost our candidate to an airport in Dubai.

Mr. Bulthuis said that is what the consultant said.

Mr. Freier said it was someplace in South America.

Mr. Brackley said he appreciates that the City is looking at a tight budget. However, it is disappointing if the City Manager and others do not invest in this operation. He said we need to make it a first class Airport, noting economics is the driver.

Mr. Bulthuis said he certainly is having those discussions with the City Manager, commenting that the Board could have those conversations with the City Manager as well.

Mr. Krohn asked if the salary range is an issue for the City Council.

Mr. Bulthuis said it is the City Manager's decision.

Mr. Bulthuis said he received messages from Ms. Cerda and Mr. Wood that they were unable to attend the meeting today, noting Ms. Cerda was ill.

Chair Ross said we then will put them on the next Meeting Agenda.

10. MATTERS FROM MEMBERS OF THE AIRPORT ADVISORY BOARD

There were no matters from the Airport Advisory Board.

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

Michael Szczepanski said he would like to say something about the capitol improvement projects. He said when this is considered, we need to determine if the decision is safe, legal and if it is good customer service. He said the visual approach indicators to the runways are not working, and can't be repaired. He said the Board needs to consider this as it sets priorities. He said neither of those runways have a visual height indicator for the pilots to see. He said, "As we allocate projects I propose we make safety the number one priority."


Chair Ross said that is a great point.

12. ADJOURNMENT

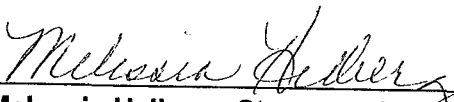
There was no further business to come before the Board

MOTION: Simon Brackley moved, seconded by Mr. Ron Krohn, to adjourn the meeting.

VOTE: The motion was approved unanimously on a voice vote, and the meeting was adjourned at approximately 5:15 p.m.



Stephen C. Ross, Chair



Melessia Helberg, Stenographer

SAF Airport Advisory Board

Sign-In Sheet

Thursday, April 02, 2015

Name:	Business	Email Address	Phone number
FRANK NICHOLS		franknichols@me.com	646-221-0105
KENS FREIER		kfreier@mlzen.com	505-228-0732
Bobbie Ferrell	US Sen Tom Udall	Bobbie_Ferrell@tomudall.senate.gov	505.988.4511
Jeff Miller	Landmark Aviation	jpmiller@landmarkaviation.com	214-317-9201
Bill Sauter		bsauter@cybermex.com	9836506
Steve Ross			
MICHAEL SZCZEPANSKI	NM SPORTS AVIATION		
NOEL PINTO CORREA	CITY	npCorrea@ci.	505-955-1111
WILLIAM ANESHEISEL	AVIATION ASSOCIATION OF SANTA FE	anesheisel@me.com	505.946.7513

Exhibit "1"

Santa Fe Airport Signage

Santa Fe Airport

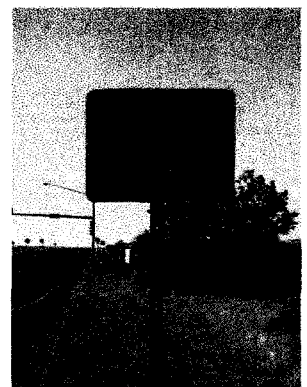
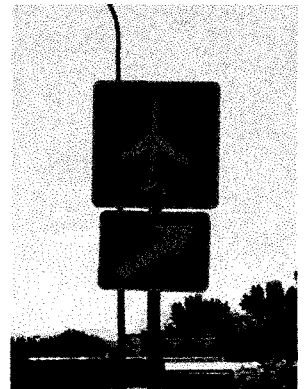
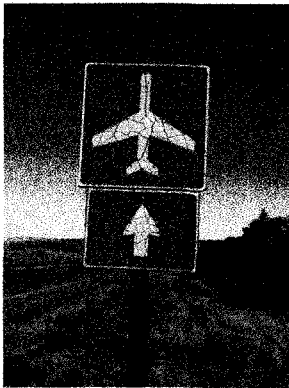
Frank Nichols Design

Exhibit 12"

Santa Fe Airport Road Signage

Santa Fe Airport

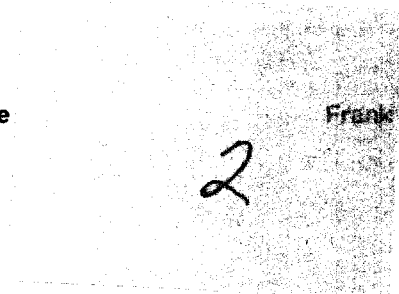
Frank Nichols Design



Santa Fe Airport

Current Road Signage

Frank Nichols Design





Santa Fe Airport

Current Interstate 25 - Northbound Signage

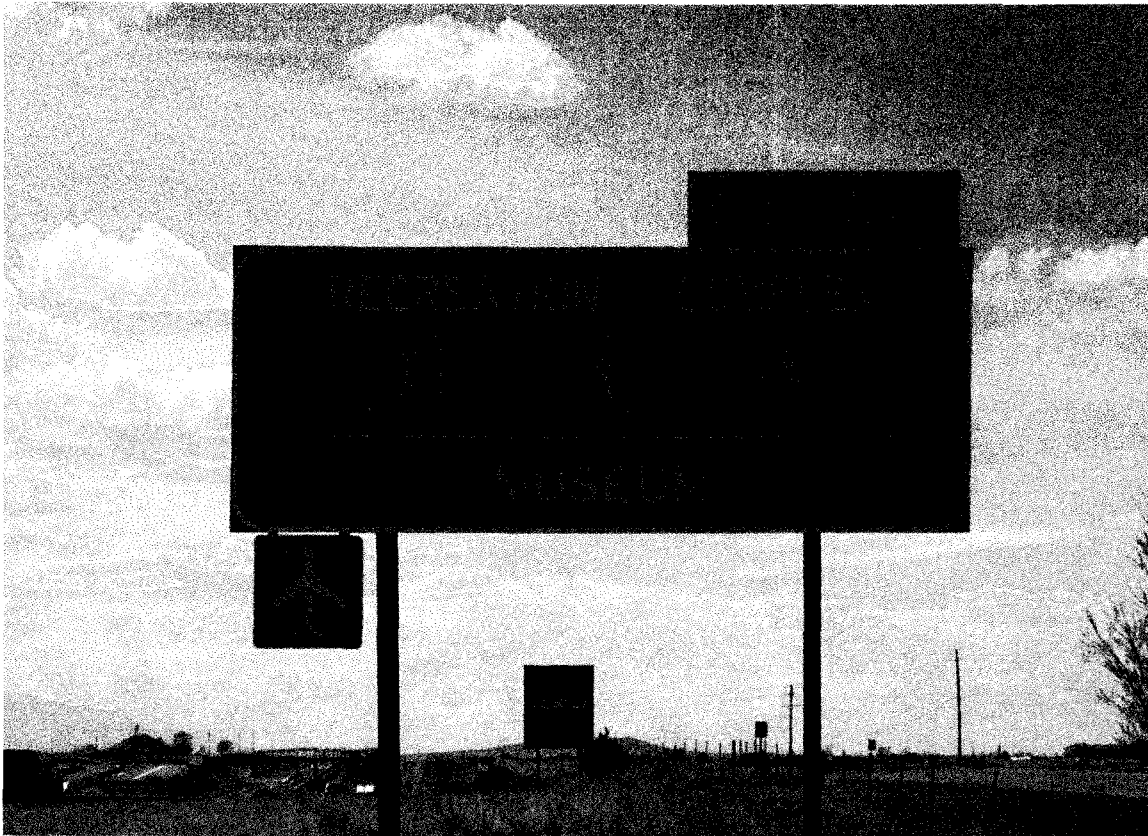
Frank Nichols Design



Santa Fe Airport

Proposed Interstate 25 - Northbound Signage

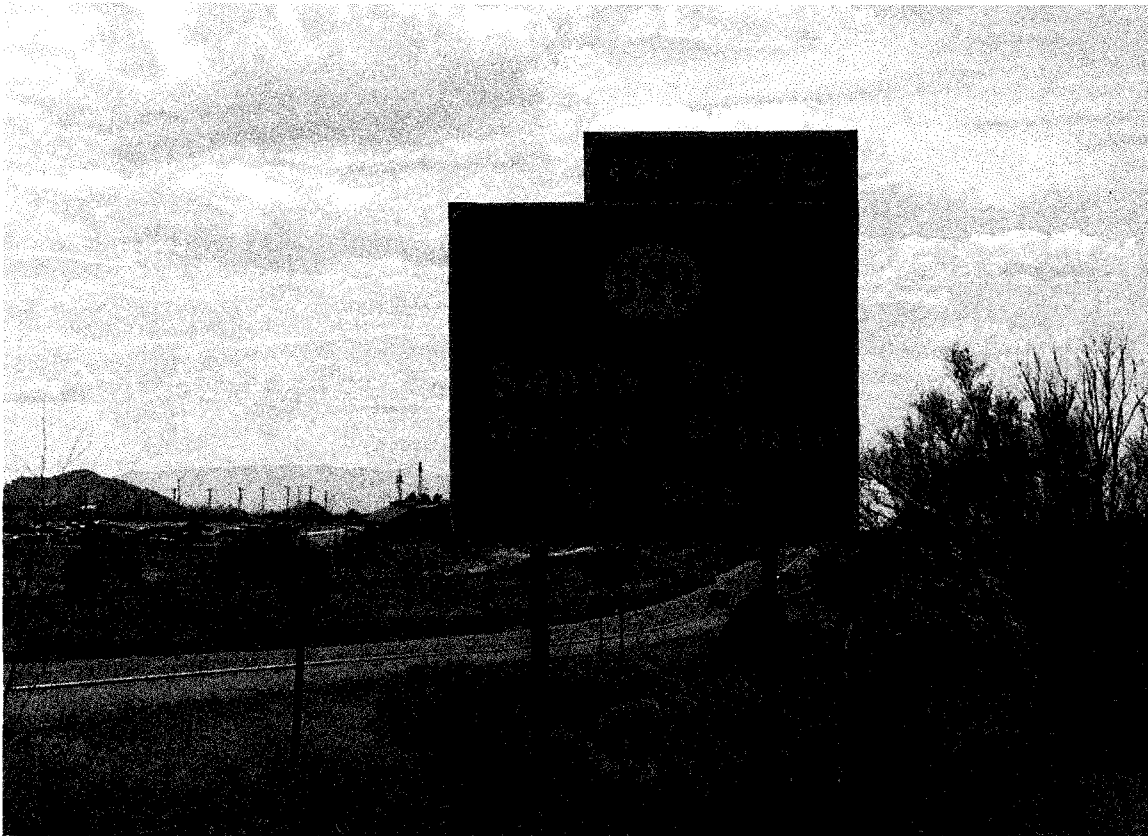
Frank Nichols Design



Santa Fe Airport

Current Interstate 25 - Southbound Signage

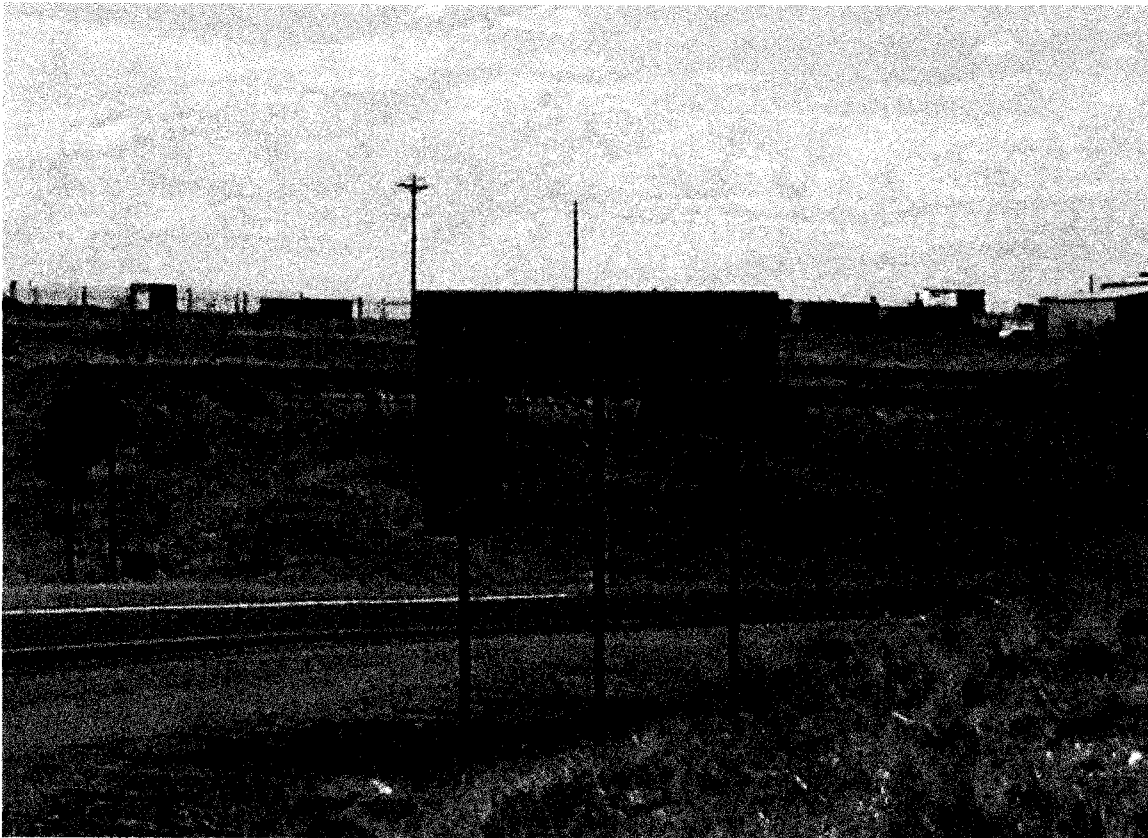
Frank Nichols Design



Santa Fe Airport

Current Interstate 25 - Southbound Signage

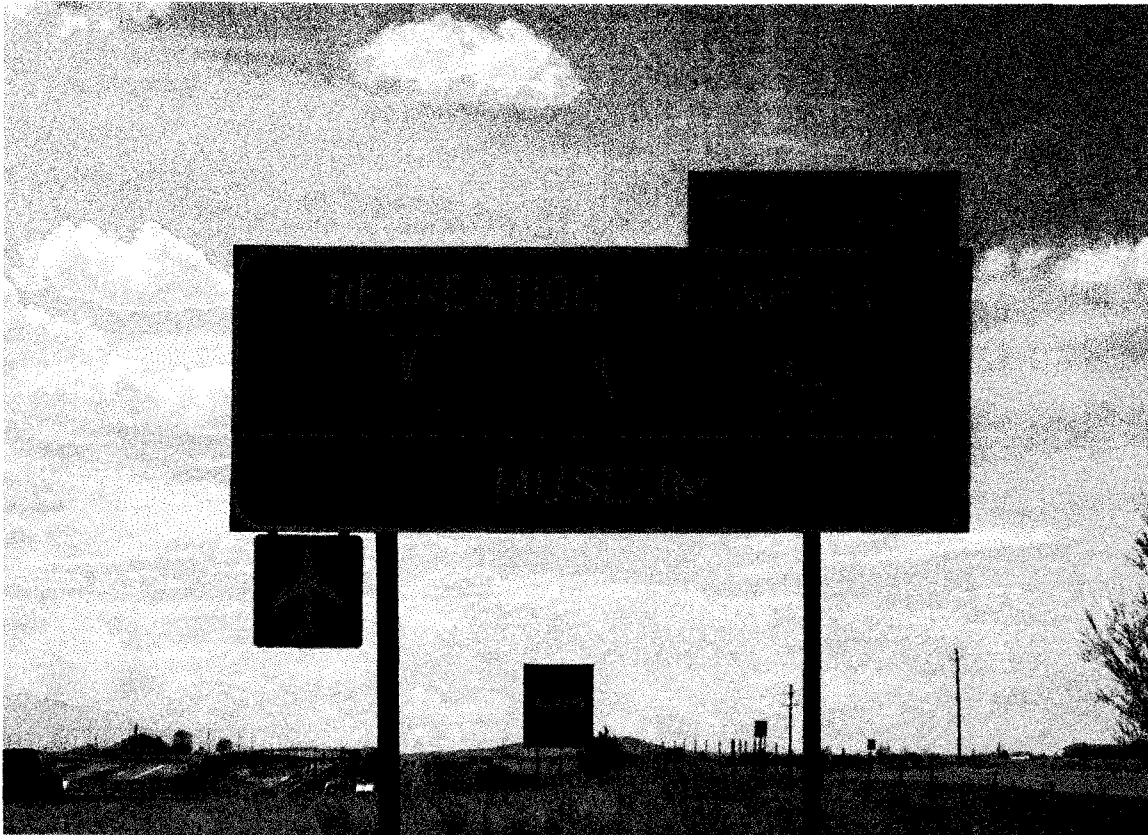
Frank Nichols Design



Santa Fe Airport

Current Interstate 25 - Exit Ramp Signage

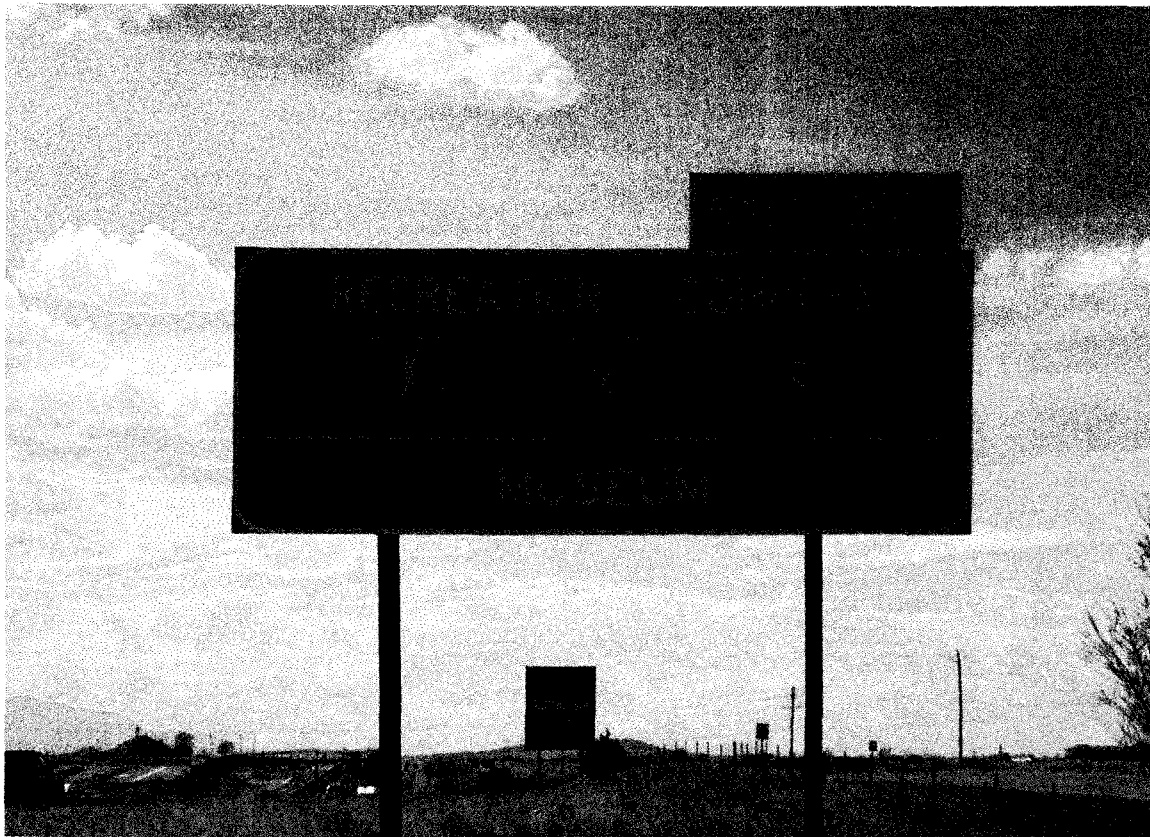
Frank Nichols Design



Santa Fe Airport

Current Interstate 25 - Southbound Signage

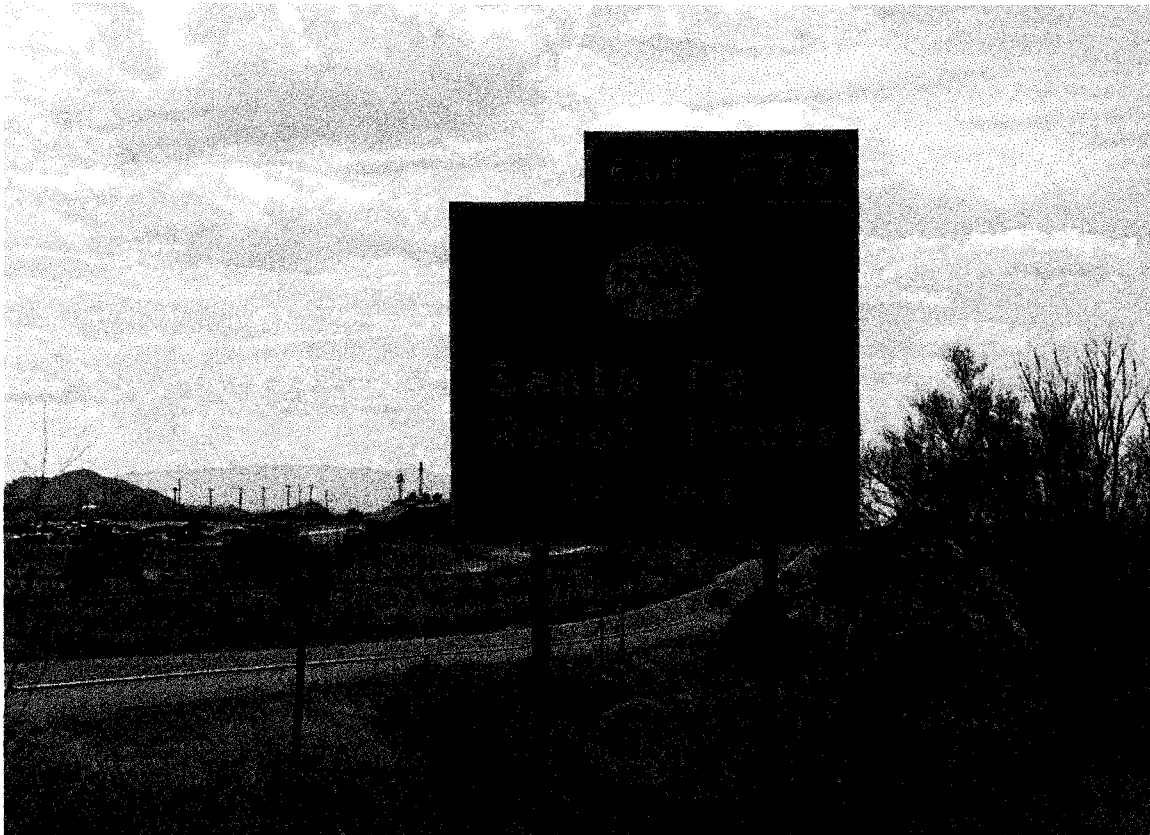
Frank Nichols Design



Santa Fe Airport

Proposed Interstate 25 - Exit Ramp Signage

Frank Nichols Design



Santa Fe Airport

Current Interstate 25 - Southbound Signage

Frank Nichols Design



Santa Fe Airport

Proposed Interstate 25 - Exit Ramp Signage

Frank Nichols Design



Santa Fe Airport

Current Interstate 25 - Exit Ramp Signage

Frank Nichols Design



Santa Fe Airport

Proposed Interstate 25 - Exit Ramp Signage

Frank Nichols Design



Santa Fe Airport

Current Aviation Road - Westbound Signage

Frank Nichols Design



Santa Fe Airport

Current Aviation Road - Westbound Signage

Frank Nichols Design

SAF.EX.RS-1

Dimensions

30"H x 120"W

3" radius corners

Material

1/8" Aluminum



Colors

BLUE background

WHITE type

Finish

Reflective

Santa Fe Airport

Interstate Highway Sign

SAF.EX.RS-1

Road Sign - Forward

Dimensions

24"H x 72"W

3" radius corners

Colors

BLUE background

WHITE type



Material

1/8" Aluminum

Finish

Reflective

Santa Fe Airport

Road Signage - Forward

SAF.EX.RS-1

Road Sign - Merge RIGHT

Dimensions

24"H x 72"W

3" radius corners

Colors

BLUE background

WHITE type



Material

1/8" Aluminum

Finish

Reflective

Santa Fe Airport

Road Signage - Merge RIGHT

SAF.EX.RS-2

Road Sign - Turn RIGHT

Dimensions

24"H x 72"W

3" radius corners

Colors

BLUE background

WHITE type



Material

1/8" Aluminum

Finish

Reflective

Santa Fe Airport

Road Signage - Turn RIGHT

SAF.EX.RS-3

Road Sign - Merge LEFT

Dimensions

24"H x 72"W

3" radius corners

Colors

BLUE background

WHITE type



Material

1/8" Aluminum

Finish

Reflective

Santa Fe Airport

Road Signage - Merge LEFT

SAF.EX.RS-4

Road Sign - Turn LEFT

Dimensions

24"H x 72"W

3" radius corners

Colors

BLUE background

WHITE type



Material

1/8" Aluminum

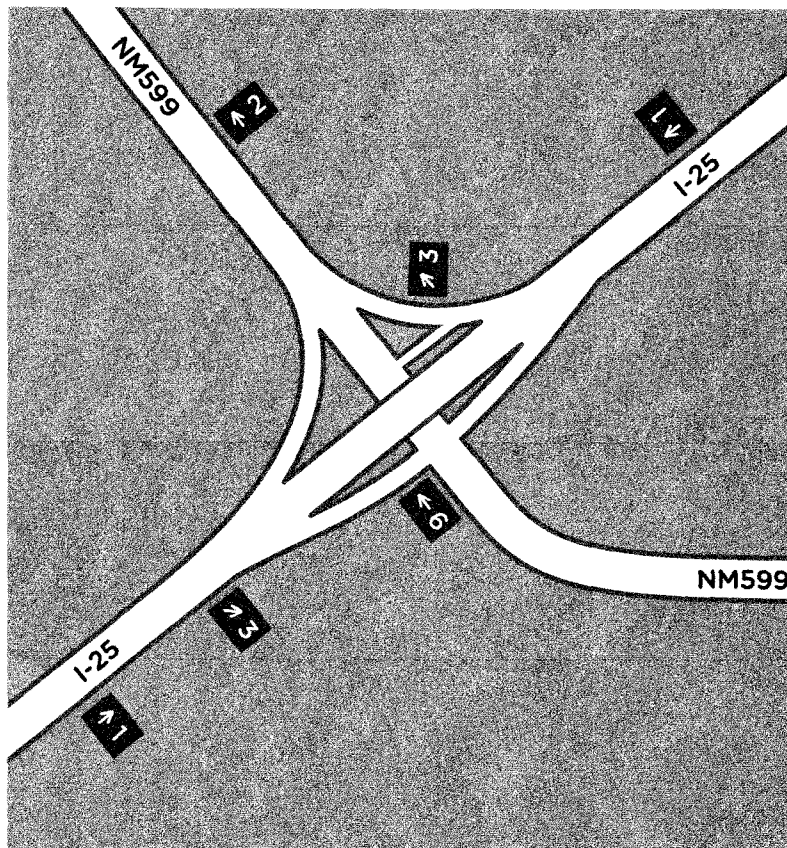
Finish

Reflective

Santa Fe Airport

Road Signage - Turn LEFT

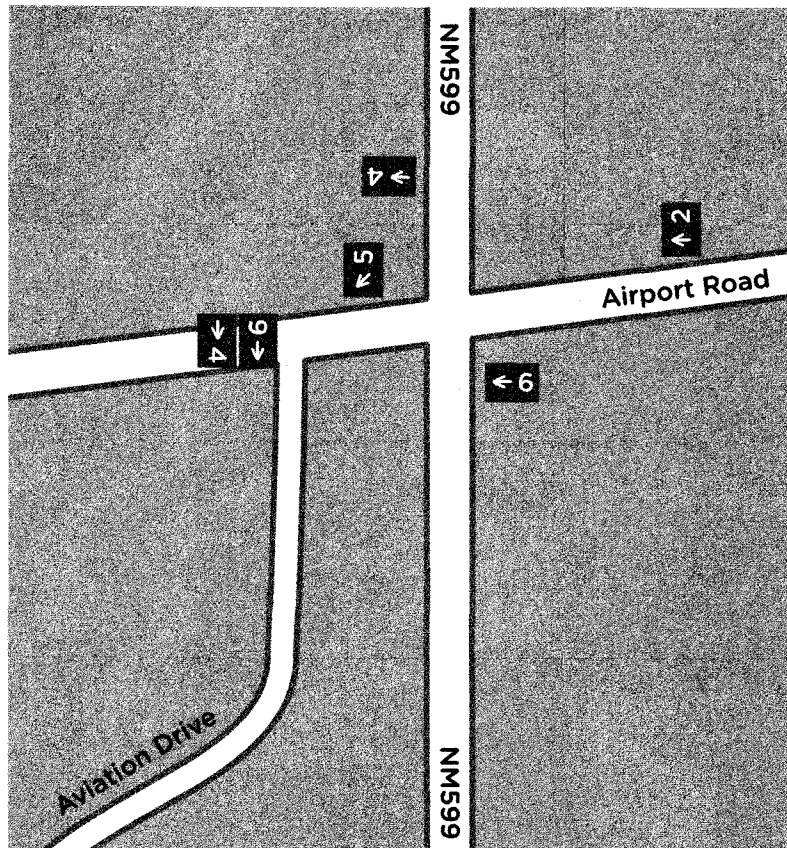
SAF.EX.RS-5



Santa Fe Airport

Road Signage Placement 1

SAF.EX.RS-5



Santa Fe Airport

Road Signage Placement 2

SAF.EX.RS-5

Santa Fe Airport Interior Signage

Santa Fe Airport

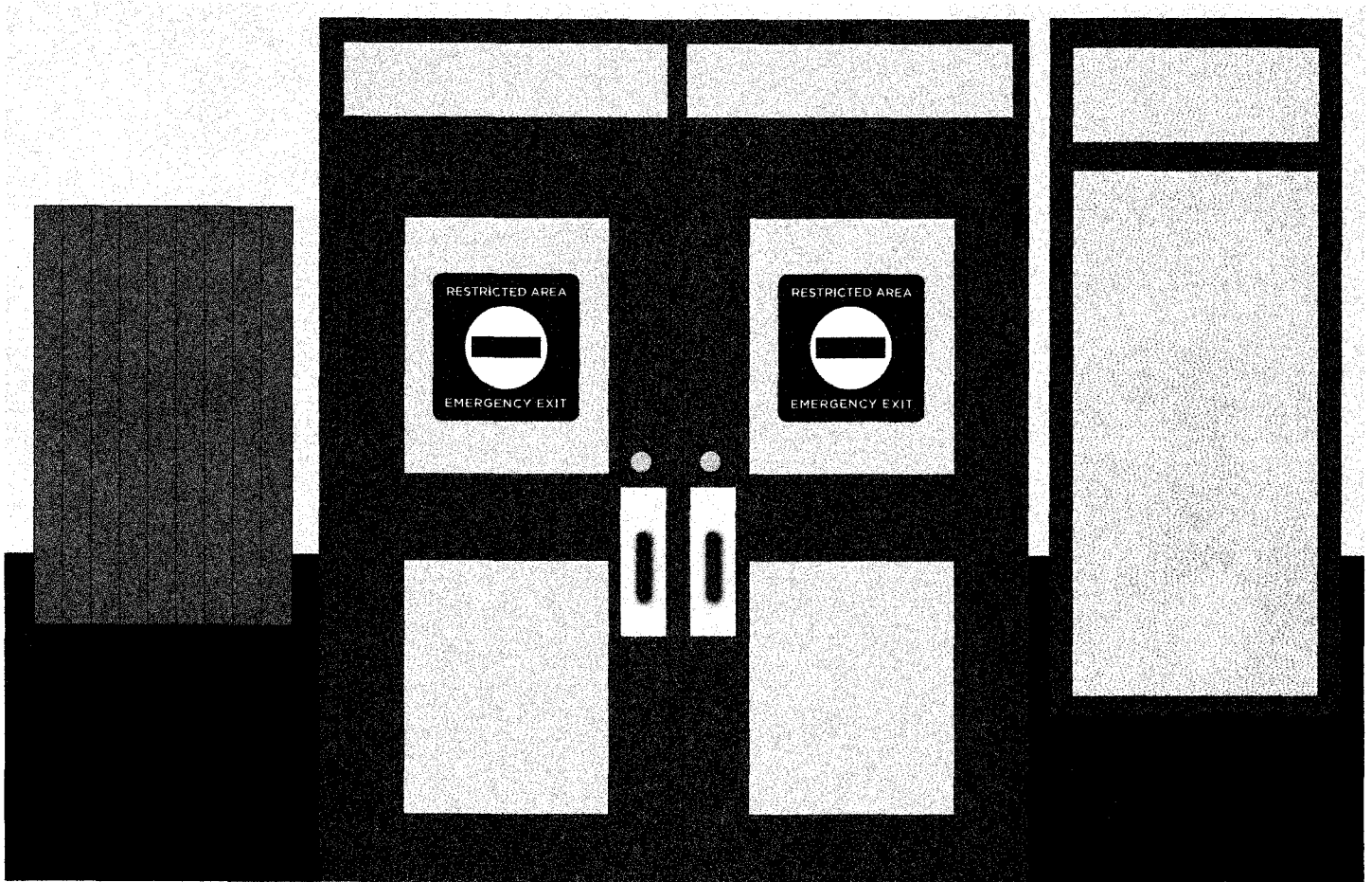
Frank Nichols Design



Santa Fe Airport

Current Arrival Doors Signage

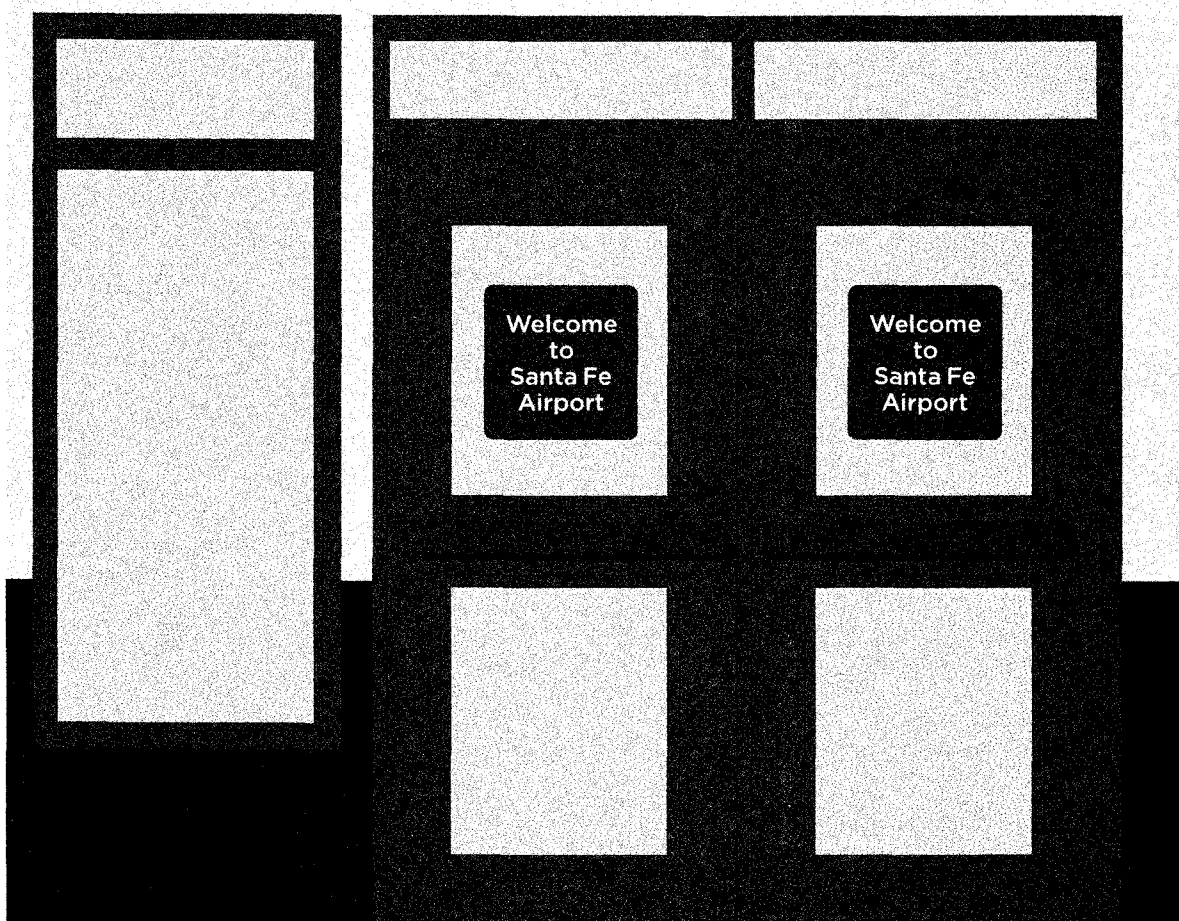
Frank Nichols Design



Santa Fe Airport

Proposed Arrival Doors 1

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Santa Fe Airport

Proposed Arrival Doors 2

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Restricted Area - Emergency Exit

Dimensions

18"H x 18"W

1/2" radius corners

Material

Contact vinyl

Opaque backing

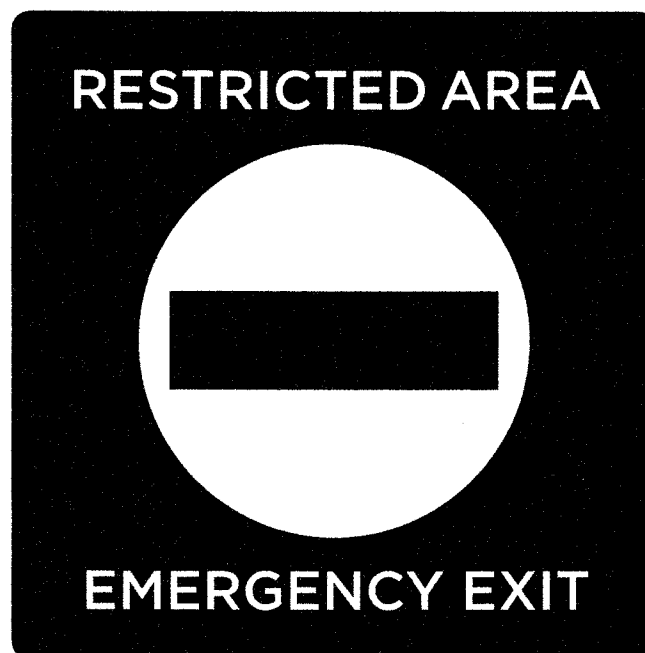
Colors

RED background

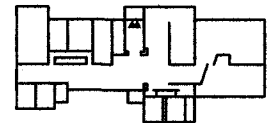
WHITE type

Lamination

Matte



Placement



SAF.IN.MP-2

Dimensions

18"H x 18"W

1/2" radius corners

Material

Contact vinyl

Opaque backing

Colors

BLUE background

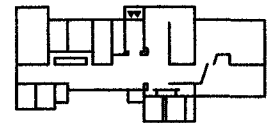
WHITE type

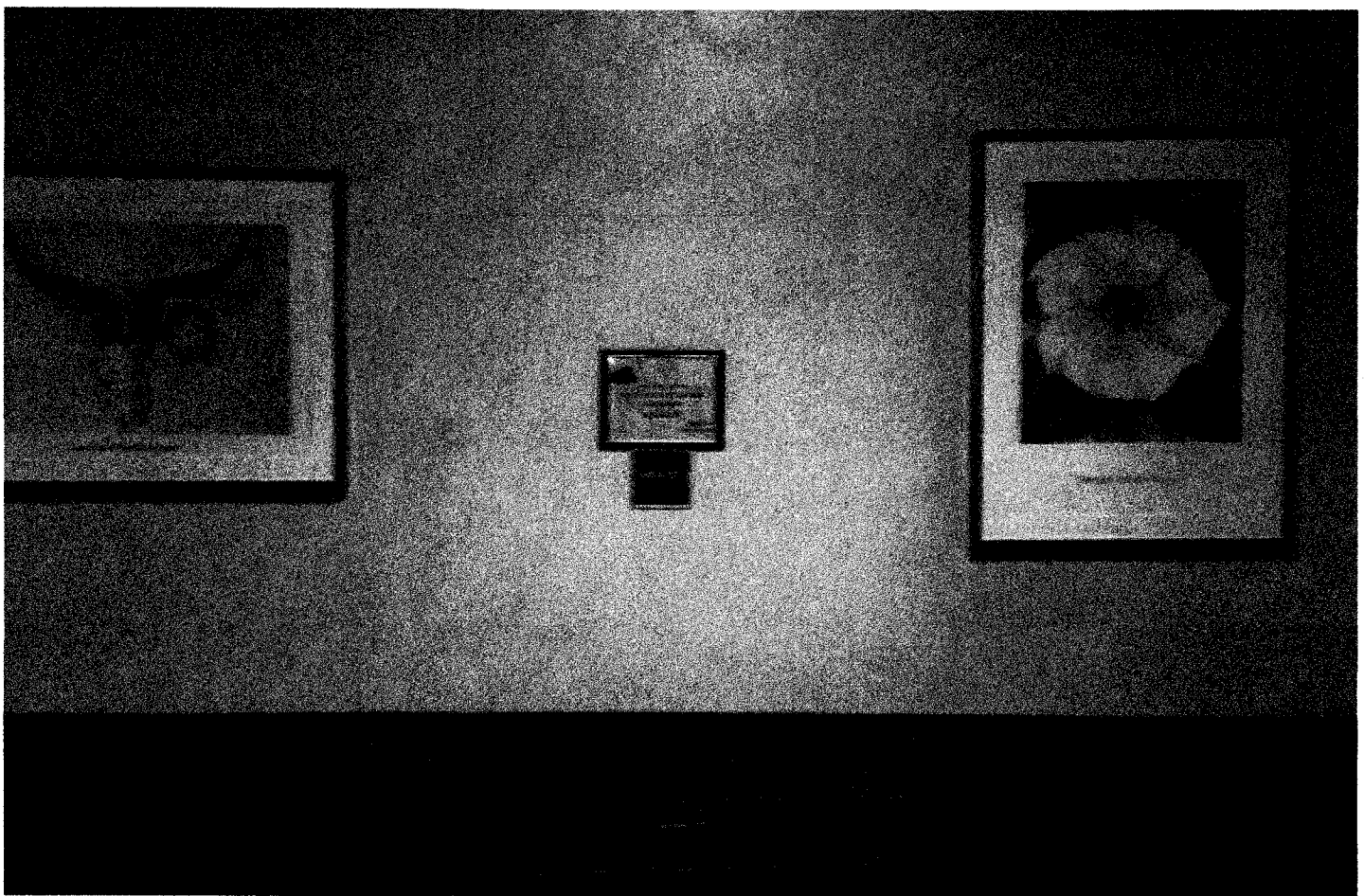
Lamination

Matte



Placement

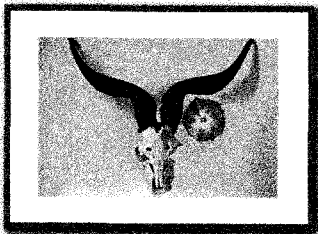




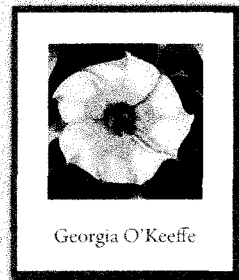
Santa Fe Airport

Proposed Baggage Claim Panel

Frank Nichols Design



Please
make sure
you are
collecting
your own
baggage.



Santa Fe Airport

Proposed Baggage Claim Panel

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SAF.IN.MP-3

Dimensions

18"H x 18"W

1/2" radius corners

Material

1/8" thick sentra

Colors

BLUE background

WHITE type

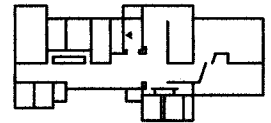
Lamination

Matte

Mounting

Adhesive foam tape

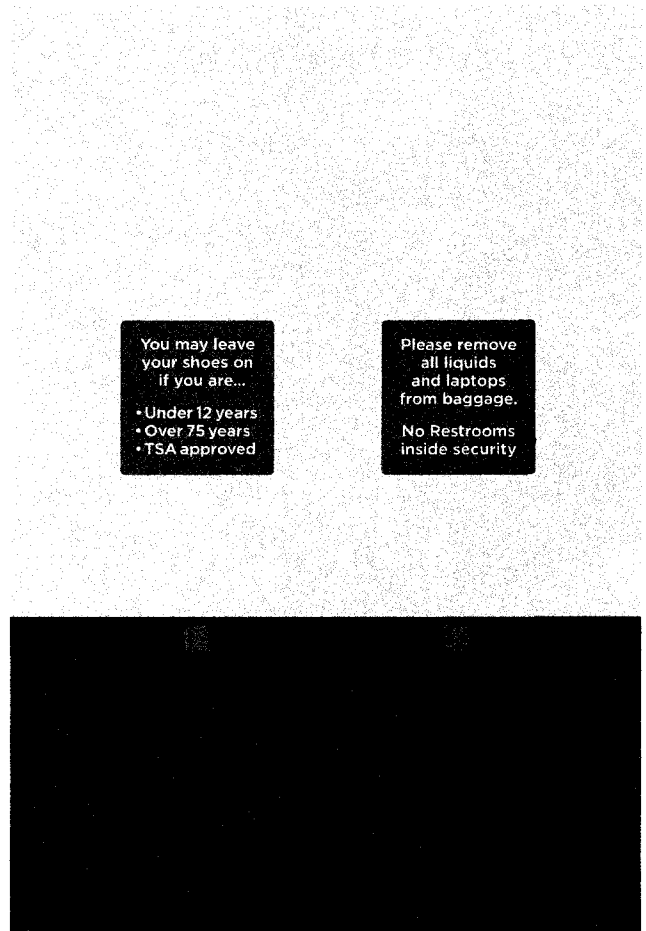
Placement



**Please
make sure
you are
collecting
your own
baggage.**



Santa Fe Airport



Existing and Proposed TSA Panels

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TSA - You may leave your shoes on...

Dimensions

18"H x 18"W

1/2" radius corners

Material

1/8" thick sentra

Colors

BLUE background

WHITE type

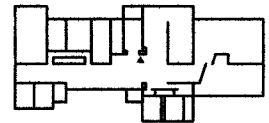
Lamination

Matte

Mounting

Adhesive foam tape

Placement



**You may leave
your shoes on
if you are...**

- Under 12 years
- Over 75 years
- TSA approved

TSA - Please remove all liquids...

Dimensions

18"H x 18"W

1/2" radius corners

Material

1/8" thick sentra

Colors

BLUE background

WHITE type

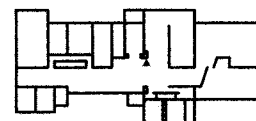
Lamination

Matte

Mounting

Adhesive foam tape

Placement



**Please remove
all liquids
and laptops
from baggage.**

**No Restrooms
inside security**



Santa Fe Airport

Signage for Preboarding Passengers



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Preboarding**Dimensions**

18"H x 18"W

1/2" radius corners

Material

Contact vinyl
with transparent backing

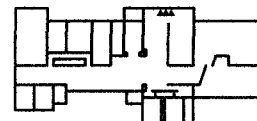
Colors

BLUE background
WHITE type

Lamination

Matte

**These seats
are reserved
for passengers
requiring
preboarding.**

Placement**3 Locations**

On the window glass
above Preboarding seats

Handicapped Icon

Dimensions

12"H x 12"W

1/4" radius corners

Material

Embroidered patch

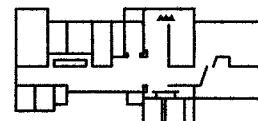
Colors

BLUE background

WHITE type

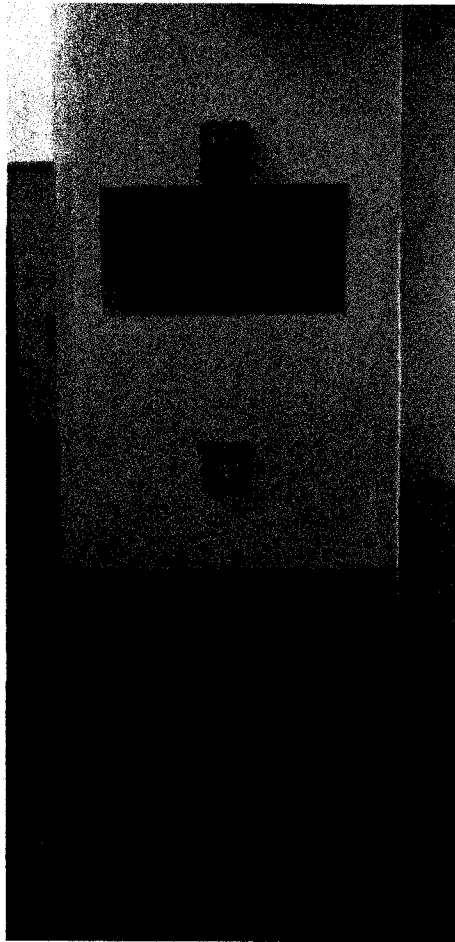


Placement

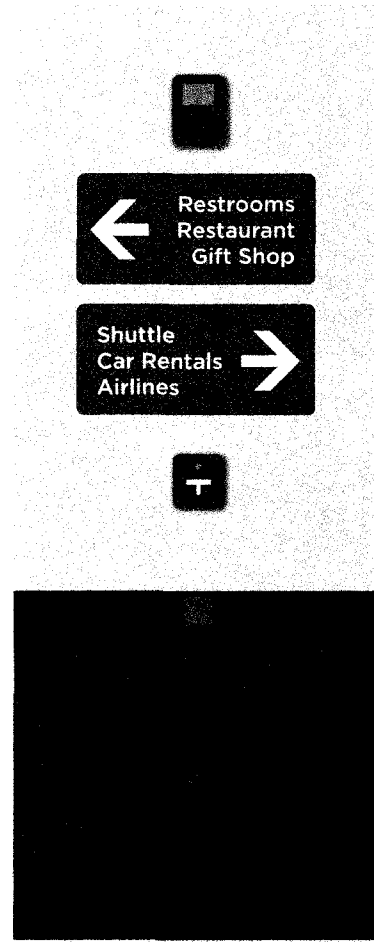


3 Locations

Applied to the seat backs
of Preboarding chairs



Santa Fe Airport



Directional Signage

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Directional - Top

Dimensions

8"H x 18"W

1/2" radius corners

Material

1/8" thick sentra

Colors

BLUE background

WHITE type

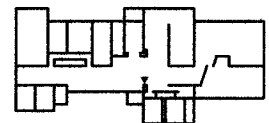
Lamination

Matte

Mounting

Adhesive foam tape

Placement



Location

Below Fire Alarm



Directional - Bottom

Dimensions

8"H x 18"W

1/2" radius corners

Material

1/8" thick sentra

Colors

BLUE background

WHITE type

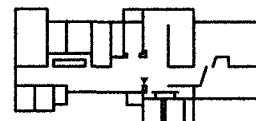
Lamination

Matte

Mounting

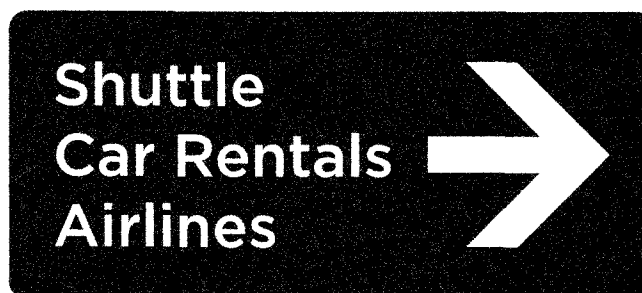
Adhesive foam tape

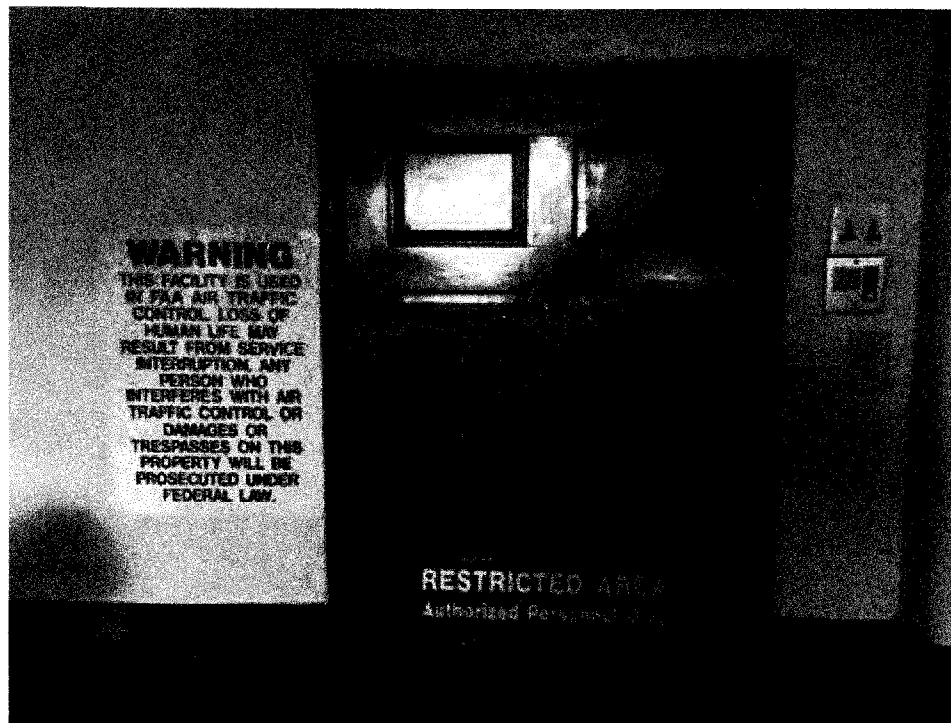
Placement



Location

Below Fire Alarm

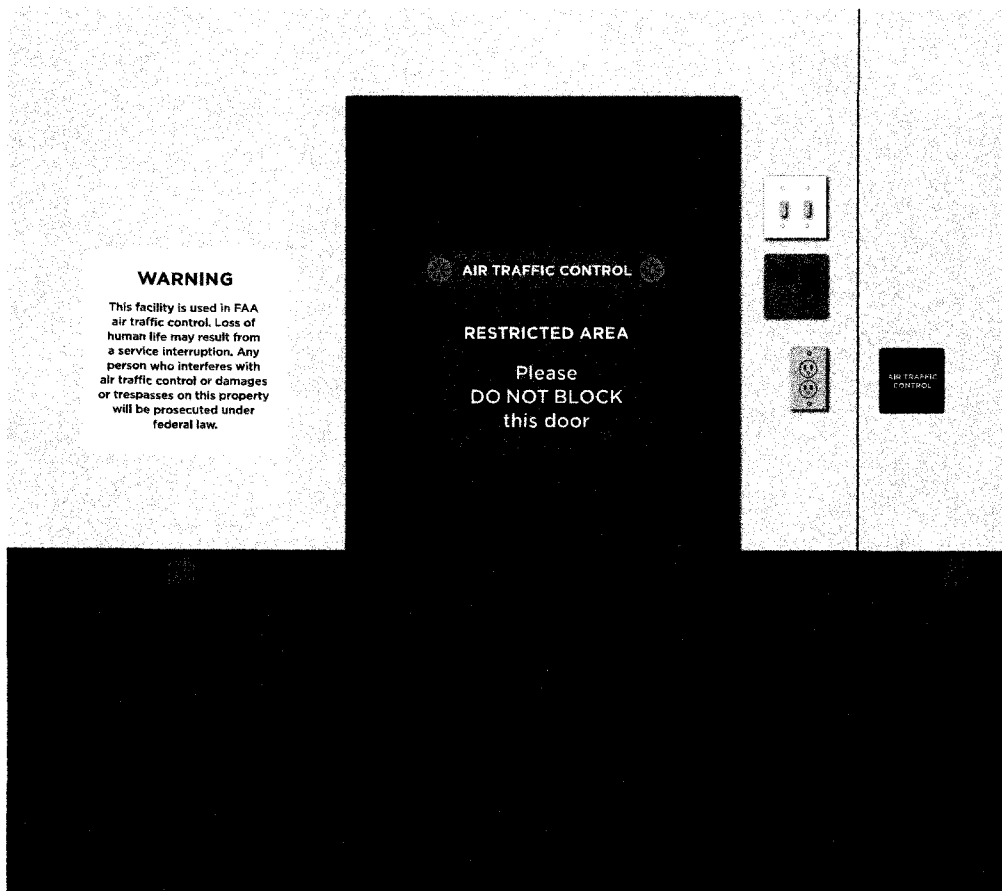




Santa Fe Airport

Current FAA Message Panels

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Santa Fe Airport

Proposed FAA Message Panels

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FAA - Warning

Dimensions

18"H x 18"W

1/2" radius corners

Material

1/8" thick sentra

Colors

WHITE background

RED type and

DARK GRAY type

Lamination

Matte

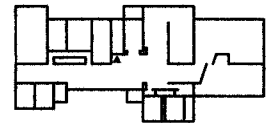
Mounting

Adhesive foam tape

WARNING

**This facility is used in FAA
air traffic control. Loss of
human life may result from
a service interruption. Any
person who interferes with
air traffic control or damages
or trespasses on this property
will be prosecuted under
federal law.**

Placement



Location

Left side of the Air
Traffic Control door

FAA - Restricted Area

Dimensions

14 1/8"H x 18"W

1/2" radius corners

Material

1/8" thick sentra

Colors

RED background

WHITE type

Lamination

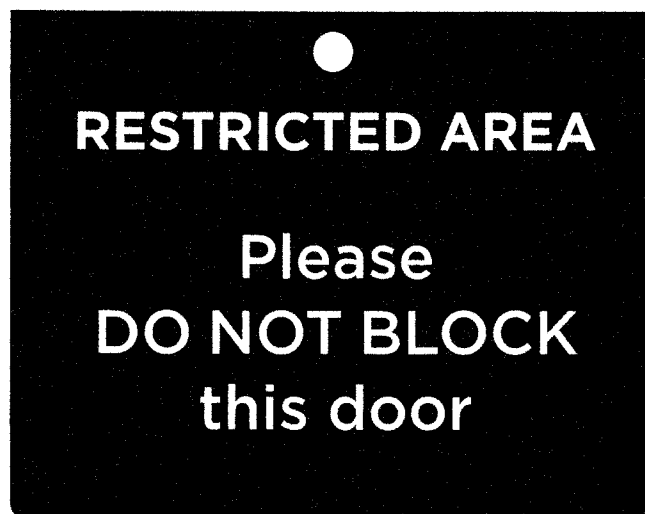
Matte

Mounting

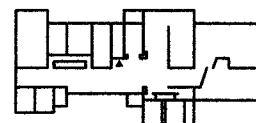
Adhesive foam tape

Feature

Eye Hole aligns with
site conditions.

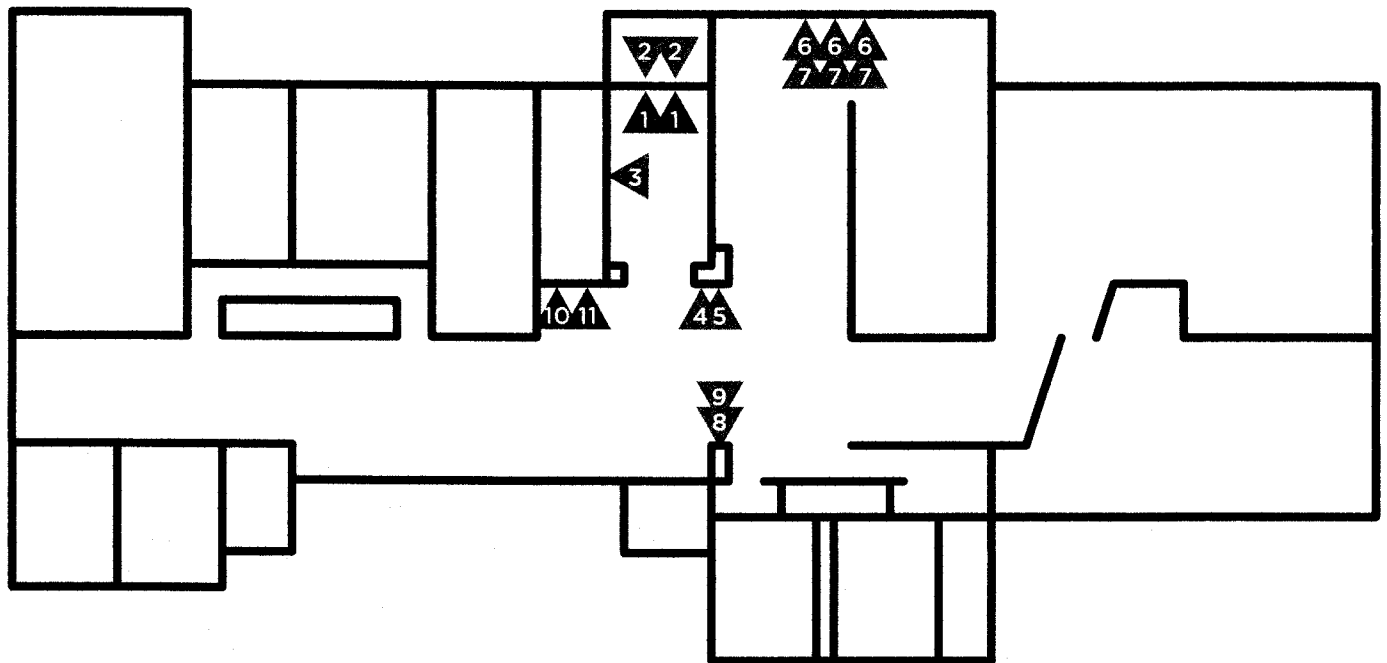


Placement



Location

Air Traffic Control door



- ▲ Public Message Panel
- ▲ Security Message Panel

Santa Fe Airport

Interior Message Panels - Placement Plan

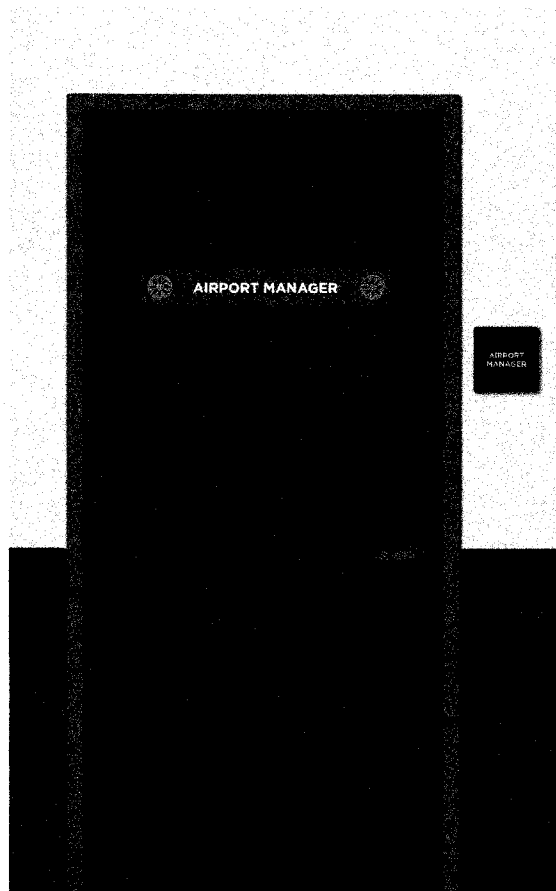
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Santa Fe Airport

Current Airport Manager's Door Signage

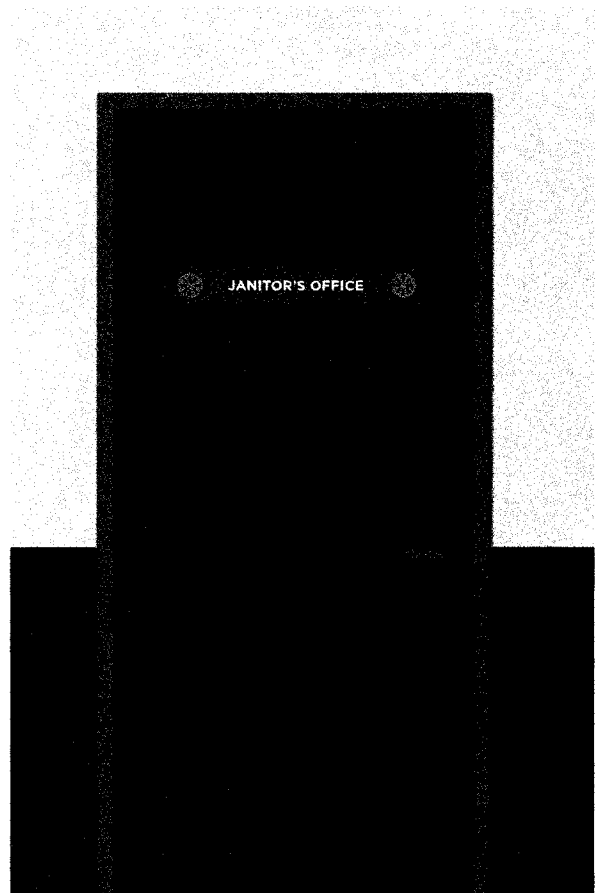
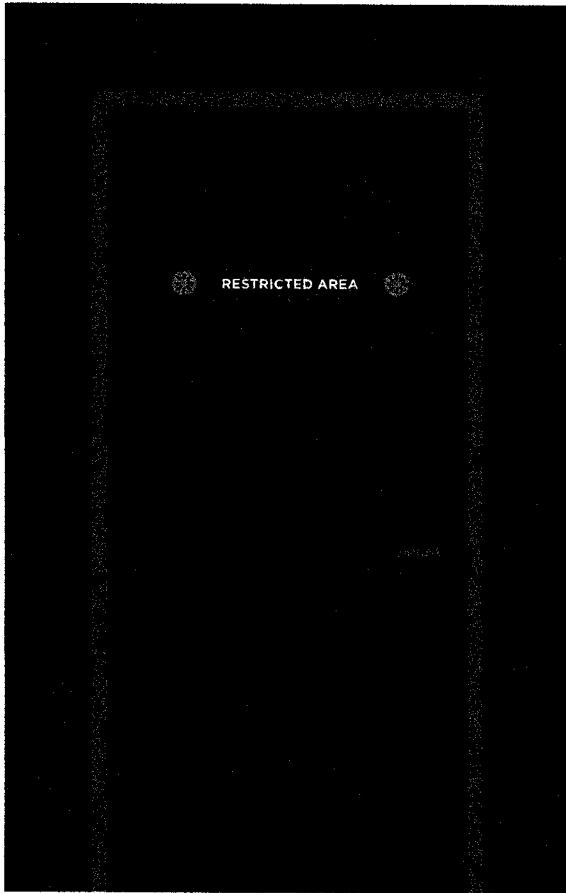
Frank Nichols Design



Santa Fe Airport

Proposed Airport Manager's Door Signage

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Santa Fe Airport

Proposed Door Signage

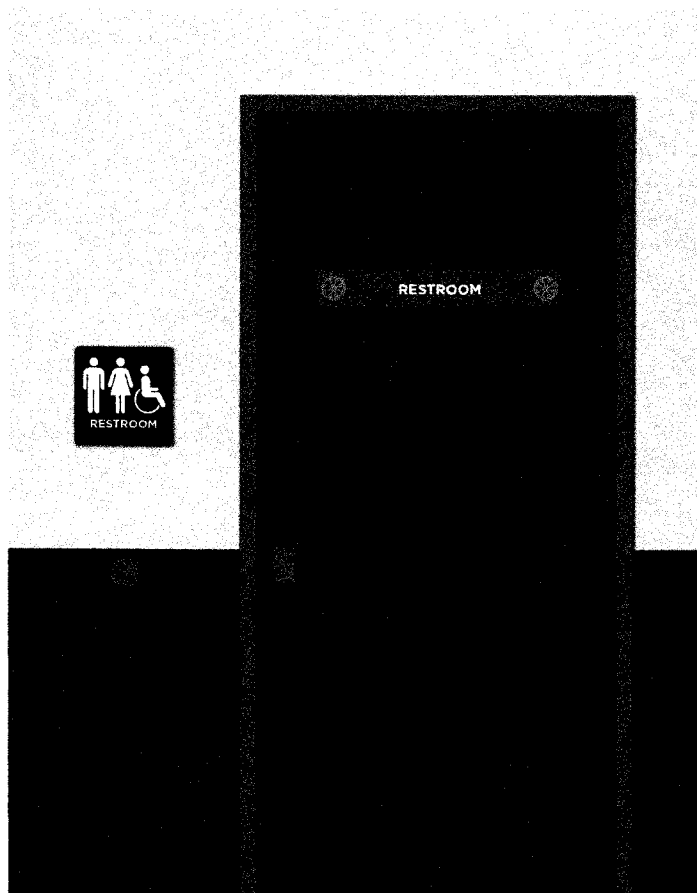
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Santa Fe Airport

Restroom Signage

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Santa Fe Airport

Restroom Signage

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SAF.IN.DS-1

Dimensions

3 7/8"H x 27 3/4"W

Material

1/4" thick acrylic

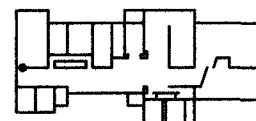
Colors

BLUE background

WHITE type

SILVER, RED and BLUE art

Placement



Finish

Matte

Mounting

Adhesive foam tape

Location

Airport Manager door

Santa Fe Airport

Door Sign - Airport Manager

SAF.IN.DS-1

SAF.IN.DS-2

Dimensions

3 5/8"H x 25 7/8"W

Material

1/4" thick acrylic

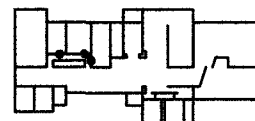
Colors

RED background

WHITE type

SILVER, RED and BLUE art

Placement



Finish

Matte

Mounting

Adhesive foam tape

3 Locations

TSA Screening door

Airline Office door

Airline Closet door

SAF.IN.DS-3

Dimensions

3 5/8"H x 25 7/8"W

Material

1/4" thick acrylic

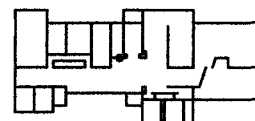
Colors

BLUE background

WHITE type

SILVER, RED and BLUE art

Placement



Finish

Matte

Mounting

Adhesive foam tape

Location

Air Traffic Control door

Santa Fe Airport

Door Sign - Air Traffic Control

SAF.IN.DS-3

SAF.IN.DS-4

Dimensions

3 5/8"H x 25 7/8"W

Material

1/4" thick acrylic

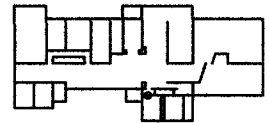
Colors

BLUE background

WHITE type

SILVER, RED and BLUE art

Placement



Finish

Matte

Mounting

Adhesive foam tape

Location

Women's room door

Santa Fe Airport

Door Sign - Women's Restroom

SAF.IN.DS-4

SAF.IN.DS-5

Dimensions

3 5/8"H x 25 7/8"W

Material

1/4" thick acrylic

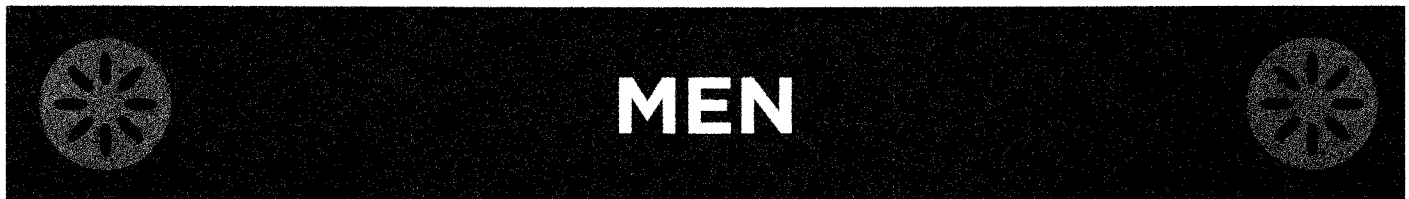
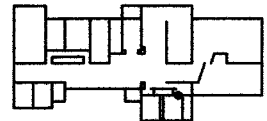
Colors

BLUE background

WHITE type

SILVER, RED and BLUE art

Placement



Finish

Matte

Mounting

Adhesive foam tape

Location

Men's room door

Santa Fe Airport

Door Sign - Men's Restroom

SAF.IN.DS-5

SAF.IN.DS-6

Dimensions

3 5/8"H x 25 7/8"W

Material

1/4" thick acrylic

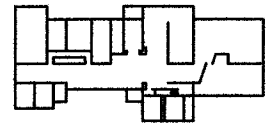
Colors

BLUE background

WHITE type

SILVER, RED and BLUE art

Placement



Finish

Matte

Mounting

Adhesive foam tape

Location

Airport Manager door

SAF.IN.DS-7

Dimensions

3 5/8"H x 25 7/8"W

Material

1/4" thick acrylic

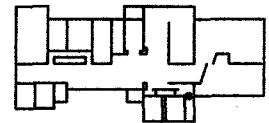
Colors

BLUE background

WHITE type

SILVER, RED and BLUE art

Placement



Finish

Matte

Mounting

Adhesive foam tape

Location

Janitor's Office door

Santa Fe Airport

Door Sign - Janitor's Office

SAF.IN.DS-7



Interior Door Signs - Placement Plan

SAF.IN.ADA-1

Dimensions

6"H x 6"W
1/4" radius corners
Tactile artwork

Material

1/4" thick acrylic

Colors

DARK GRAY background
WHITE type
Braille (no color)

Finish

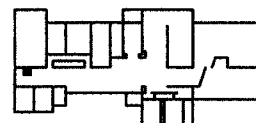
Matte

Mounting

Adhesive mounting tape



Placement



Location

Mounted on RIGHT side
of door.

Placed 60" above floor.

SAF.IN.ADA-2

Dimensions

6"H x 6"W
1/4" radius corners
Tactile artwork

Material

1/4" thick acrylic

Colors

DARK GRAY background
WHITE type
Braille (no color)

Finish

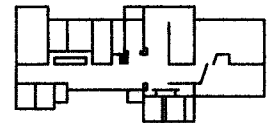
Matte

Mounting

Adhesive mounting tape



Placement



Location

Mounted on RIGHT side
of door.

Center of panel is placed
60" above floor.

SAF.IN.ADA-3

Dimensions

8"H x 8"W
1/4" radius corners
Tactile artwork

Material

1/4" thick acrylic

Colors

DARK GRAY background
WHITE type
Braille (no color)

Finish

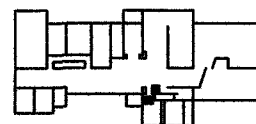
Matte

Mounting

Adhesive foam tape



Placement



2 Locations

To the RIGHT of
Women's room door
and on outer wall.

Mounted on RIGHT side
of door.

Center of panel is placed
60" above floor.

SAF.IN.ADA-4

Dimensions

- 8"H x 8"W
- 1/4" radius corners
- Tactile artwork

Material

- 1/4" thick acrylic

Colors

- DARK GRAY background
- WHITE type
- Braille (no color)

Finish

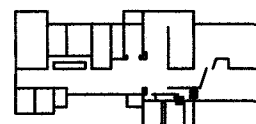
- Matte

Mounting

- Adhesive foam tape



Placement



2 Locations

To the LEFT of Men's room door and on the outer wall.

Center of panel is placed 60" above floor.

SAF.IN.ADA-5

Dimensions

8"H x 8"W
1/4" radius corners
Tactile artwork

Material

1/4" thick acrylic

Colors

DARK GRAY background
WHITE type
Braille (no color)

Finish

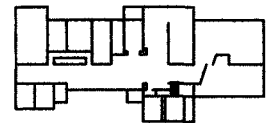
Matte

Mounting

Adhesive foam tape



Placement



2 Locations

To the LEFT of Restroom door and on outer wall.

Center of panel is placed 60" above floor.

SAF.IN.ADA-6

Dimensions

6"H x 6"W
1/4" radius corners
Tactile artwork

Material

1/4" thick acrylic

Colors

DARK GRAY background
WHITE type
Braille (no color)

Finish

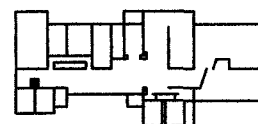
Matte

Mounting

Adhesive foam tape



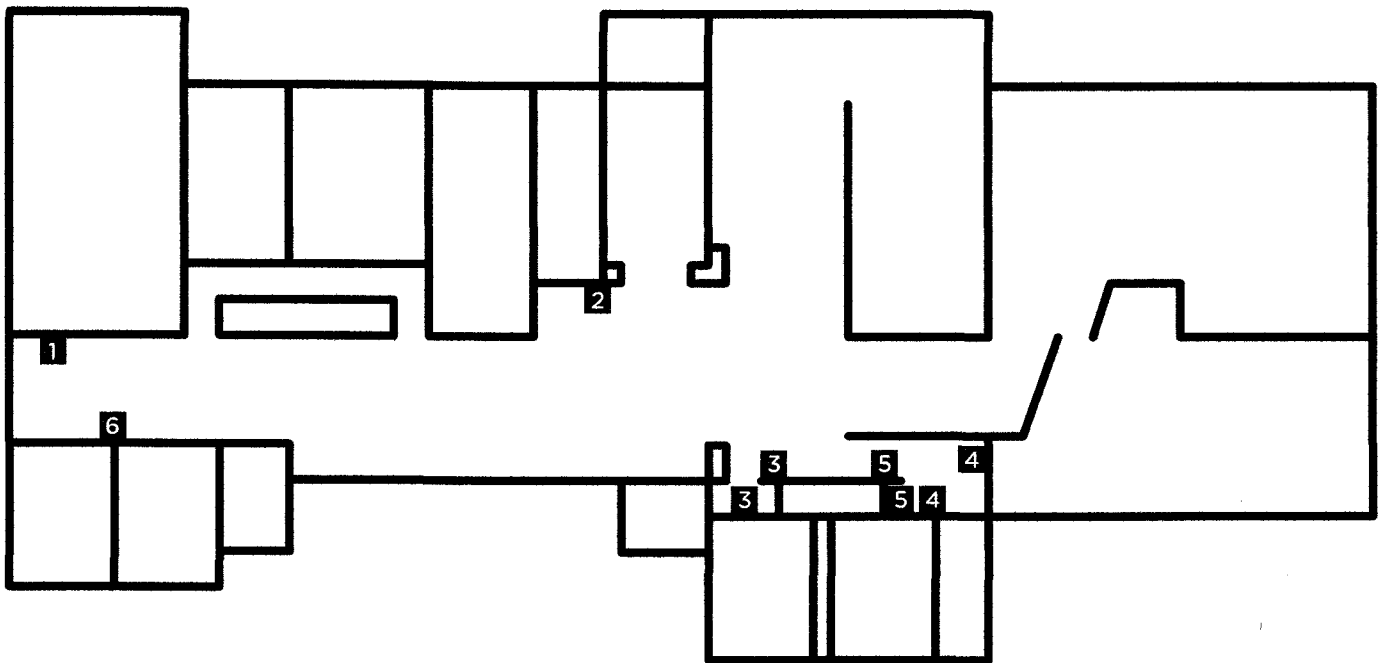
Placement



1 Location

On the divider between
Avis and Hertz counters

Center of panel is placed
60" above floor.



■ ADA Door Sign

Santa Fe Airport

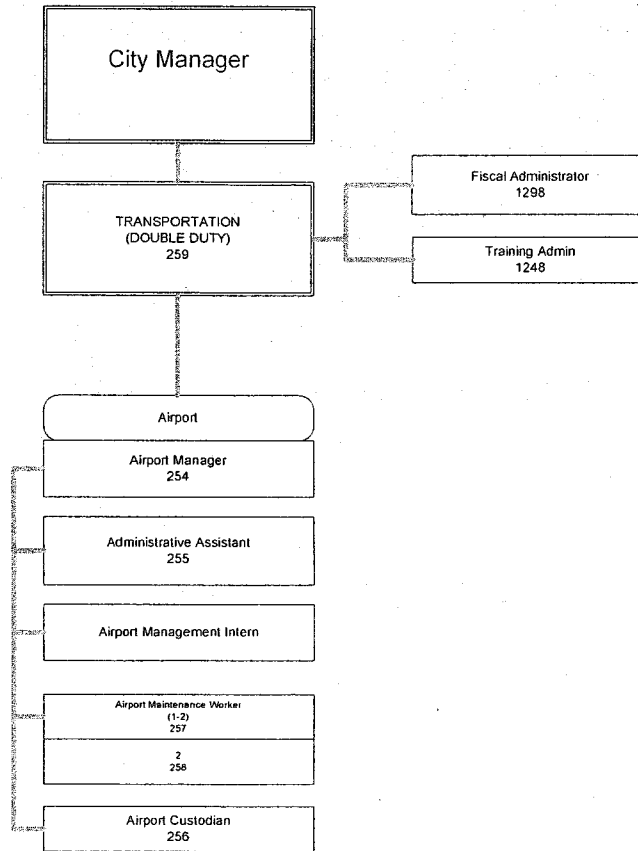
Interior ADA Signs - Placement Plan

Santa Fe Airport Entry Signage

Santa Fe Airport Parking Signage

Santa Fe Airport Exterior Signage

Airport Division - Organizational Chart
Current (as of 04/02/15)



16b

Exhibit "3"

Airport Division - Organizational Chart
Proposed (for FY2015/16 implementation)

