



Agenda

CITY CLERK'S OFFICE

DATE 11/25/15 TIME 10:10a

SERVED BY Lois Amador

RECEIVED BY [Signature]

**AIRPORT ADVISORY BOARD MEETING
THURSDAY, DECEMBER 3, 2015
4:00 PM – 6:00 PM
SANTA FE MUNICIPAL AIRPORT
MODULAR BUILDING (3002 B) NEXT TO TERMINAL**

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MEETING MINUTES: NOVEMBER 5, 2015

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

INTRODUCTION:

INCOMING AIRPORT MANAGER - CAMERON HUMPHRES

PRESENTATION:

AIRPORT MASTER PLAN PRELIMINARY RECOMMENDATIONS - COFFMAN AND ASSOCIATES

DISCUSSION ITEM

1. RULES AND REGULATIONS - GROUND TRANSPORTATION @ SAF
2. PASSENGER FACILITY CHARGE APPLICATION - STATUS UPDATE
3. AIRLINE LEASE NEGOTIATIONS AND RATES AND FEES STUDY
4. AIRPORT TERMINAL RENOVATION BID AWARD AND CONSTRUCTION SCHEDULE
5. FEDERAL AVIATION ADMINISTRATION'S PART 139 INSPECTION - DECEMBER 8-10, 2015

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.

**SUMMARY OF ACTION
AIRPORT ADVISORY BOARD
Thursday, December 3, 2015**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1-2
APPROVAL OF MEETING MINUTES November 5, 2015	APPROVED	2
PUBLIC COMMENT	NONE	2
INTRODUCTION OF CAMERON HUMPHRIES		2-3
<u>PRESENTATIONS</u>		
NMDOT AVIATION DIVISION UPDATE	INFORMATION/DISCUSSION	3
AIRPORT MASTER PLAN PRELIMINARY RECOMMENDATIONS	INFORMATION/DISCUSSION	3-4
<u>DISCUSSION ITEMS</u>		
RULES AND REGULATIONS - GROUND TRANSPORTATION	INFORMATION/DISCUSSION	4-8
PASSENGER FACILITY CHARGE APPLICATION	INFORMATION/DISCUSSION	8-9
AIRLINE LEASE NEGOTIATIONS AND RATES AND FEES STUDY	INFORMATION/DISCUSSION	9-10
AIRPORT TERMINAL RENOVATION BID AWARD AND CONSTRUCTION SCHEDULE	INFORMATION/DISCUSSION	10-11
FEDERAL AVIATION ADMINISTRATION'S PART 139 INSPECTION	INFORMATION/DISCUSSION	11

MATTERS FROM THE BOARD	INFORMATION/DISCUSSION	11-12
PUBLIC COMMENT	INFORMATION/DISCUSSION	12-13
ADJOURN	ADJOURNED	13

**AIRPORT ADVISORY BOARD MEETING
SANTA FE MUNICIPAL AIRPORT
Tuesday, December 3, 2015, 4:00 pm**

1. CALL TO ORDER

2. ROLL CALL

MEMBERS PRESENT

Stephen Ross, Chair
Simon Brackley
Ron Krohn
Troy Padilla
(Vacancy)
(Vacancy)

MEMBERS ABSENT

Chris Ortega, Vice Chair

OTHERS PRESENT

Jon Bulthuis, Transportation Director
Cameron Humphries, via Skype
Mark Greenbury, Road Runner
Jeff Miller, Landmark
Steve Summers, NMDOT Aviation Division
Jane Lucero, NMDOT, Aviation Division
Jim Harris, Coffman
Matt Quick, Coffman
Steve Merlan, Aviation Association of Santa Fe
Advion Duran, Uber
Andrew Tamanahs, FFA
Kristy Stephens, Enterprise
Justin Lisonbee, Enterprise
Dan Moran, Director, NMDOT, Aviation Association of Santa Fe
Michael Szczepanski, Pilots Association
Steven Bunch, Skyland Aircraft
Bernard Doo-Kingue, Hertz
Bob Wood, Airport Tower
John Ferguson, Avis
Jackie Ferguson, Avis
David Rasch, City of Santa Fe Historic Preservation
William Weiner

3. APPROVAL OF AGENDA

Chair Ross said there is one item that was added to the agenda but did not make it to the printed copy. It should be the first item under Presentations. NMDOT Aviation Division Update.

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

VOTE The motion was approved unanimously by voice vote.

4. APPROVAL OF MINUTES
November 5, 2015

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

VOTE The motion passed unanimously by voice vote.

5. PUBLIC COMMENT

There was none.

6. INTRODUCTION OF INCOMING AIRPORT MANAGER
CAMERON HUMPHRIES

Mr. Humphries joined the meeting via Skype.

Mr. Bulthuis said there was a nice article in The New Mexican welcoming our new Airport Manager.

Mr. Humphries said thanks for having me and for the opportunity to work as the Airport Manager in Santa Fe. He and his wife are thrilled to be coming here. We are frantically making preparations to get there. He is really excited about the opportunity and is looking forward to it. Santa Fe is a fabulous community. He wants to make the Airport the best it can be.

Chair Ross said thank you and welcome.

Mr. Humphries said we will be in Santa Fe the last week of February and he will report for work the first of March.

Mr. Bulthuis said thank you Cameron for actively engaging even prior to being paid by the City and generally gearing up in advance of showing up on site. That

will pay off for everyone. Thank you. He is looking forward to welcoming him in person shortly.

Mr. Humphries said we have a mutually vested interest in the success of the Airport.

7. PRESENTATION

A. NMDOT AVIATION DIVISION UPDATE

Ms. Lucero and Mr. Summers of the NMDOT Aviation Division made a power point presentation which is incorporated herewith to these minutes as Exhibit "1".

Mr. Weiner asked on airline tickets, are the monies charged as fees supposed to be given to various airports.

Ms. Lucero said yes, a portion goes into the Airport Fund. The passenger facility charge goes to the Airport.

Mr. Humphries asked does the State match the Airport funds.

Ms. Lucero said yes, we are not restricted on that.

Mr. Moran said we wanted to come tonight to explain this. There are a number of local people in Santa Fe that feel we are not using our funding to the maximum capacity. We have over \$240 million in needs across the State. There is a lot of demand. If Ms. Lucero is given the ability to spend the money she will and she will make sure it is stretched as far as it will go. If you have runway issues to do they focus on that then move out from there. Safety is number one. If people look at the Sunshine Portal you see a big figure but that is all the money for the region.

Ms. Lucero said we have a lot of roll over. The FAA does not issue matching grant funds in a timely manner sometimes.

Mr. Bulthuis said the NMDOT staff has been very helpful and supportive of the Airport and my tenure as Acting Director. The same is true of the FAA. We have good partnerships with both.

B. AIRPORT MASTER PLAN PRELIMINARY RECOMMENDATIONS

Mr. Quick said today is our 3rd meeting and we are in the process of going through the alternatives phase. We want feedback from the Advisory Committee and the Board members and staff regarding the lay out of certain facilities. We are in the

middle of the Master Plan process. We will be coming back in late March or early April with the Capital Improvement program and costs.

Mr. Quick did a power point presentation and covered the highlights. This presentation is incorporated herewith into these minutes as Exhibit "2".

Mr. Quick said we are asking for comments to be made by the end of the month. We will present the recommended draft proposal when we come back.

Mr. Quick said we are having a Public Information Workshop at 6:00 pm in the Terminal Building. This will be a chance for people to look at the alternatives. It will be from 6:00 pm to 7:30 pm.

Chair Ross said thank you Matt.

8. DISCUSSION ITEMS

A. RULES AND REGULATIONS - GROUND TRANSPORTATION

Mr. Bulthuis said the information on this item is in your packet. There has been some communication on this issue that has taken place since our last meeting. We received feedback from the City Attorney's office regarding leases and the managing of ground transportation. The City of Santa Fe and our Airport need to develop a Rules and Regulations Ordinance. Part of that needs to address ground transportation. We need to look at where things are today, look at model Ordinances that exist across the county, then bring back that information to this body to look at and approve. The City Attorney delegated the work on this project to Roberta Brito. Her comments are in the memo in the packet. She feels multiple parties can do business with the City and the Airport. We need to meet with all the entities involved in ground transportation. Those without lease holds are allowed to do business on site under certain rules and regulations. He will set up a meeting with stakeholders hopefully this month to establish the initial ground rules. Then we will move forward to best practices. The incoming Airport Manager has looked at the City Attorney's opinions on this. He has come up with some opinions on making this more formal for access to the Airport. He wants to establish a means to provide oversight for the non-tenant businesses that serve the Airport. His recommendation is for non-tenant car rentals to enter into a formal agreement. When he comes on site he will talk about his experience and past practices. We can work that into our rules and regulations document. We will have a general understanding and confirmation from the City Attorney's office of how we are to do business. The ball is in my court to meet with all the effected entities. Then to begin crafting a rules and regulations document to bring back to this Board.

Chair Ross said we have problems regarding Uber drivers, offsite rental car

companies and allegations of solicitation of incoming passengers. Are these things that can and should be regulated.

Mr. Bulthuis said yes they are. Developing an Airport pass system for a non-contractual entity and entering into some sort of agreement with them is Cameron's idea. As we move toward that, it should be part of a larger discussion speaking to this and other elements on the Airport such as tie down parking.

Chair Ross said when the City police were here they were addressing potential trespassers on the Airport grounds. We do not have existing rules or regulations on that.

Mr. Bulthuis said that is needed and parking management is another issue we need to address. The need for that document is apparent. We have issues with the ground transportation that cannot wait. We will have to address those before the full document is completed. The City Attorney says no exclusive rights are given to anyone. A solicitation policy is in place and it is not allowed under City Ordinance. Enforcement of that is our big issue. We will work with security staff. We have hired a new Airport Administrator who will be coming on. Becky Casper will be our Contract Analyst and will be providing a consistent staff presence.

Mr. Brackley said we have been discussing this issue for more than a year. He is pleased you have taken this on. We need to review the existing leases and then talk with the others and distribute information of what the rules are. What you are allowed to do and not to do. The more we can inform all of the effected businesses the better. Best practices from other airports are important as well. As we move ahead with our new rules and regulations information is critical.

Chair Ross said he agrees. The City Attorney laid out some basic principals that are good. Mr. Bulthuis will work with her to do a one pager of rules for now while we work on the larger document.

Mr. Bulthuis said and we can do a fact sheet of what has been approved by City Council for now. We don't have an existing Ordinance to do modifications to. We need a document to present for approval that spells it all out.

Mr. Brackley said that will take a while. It is important to get the information we can out now.

Mr. Padilla said we need an immediate, short term solution then a long term solution. They have the potential to get violent out here on these issues. Is there a way to work with the rental car companies to get an understanding that would be agreeable to all of them. We need to address the cars in the parking lots that are left here. Customers do ask for Enterprise. They are not paying a concession fee to the Airport

so there is a difference in price. We need to have a discussion to settle down the tenants here for the short term.

Mr. Bulthuis said that is my hope. To pull a meeting together to start that discussion. It will be a process working with the City Attorney to find common ground until we have a full blown rules and regulations document. We can inform the rules and regulations from that process and what exists in other places. The key is to have participation from all concerned parties. That is my goal and hope.

Chair Ross said Troy has a good point. There has to be a level playing field. We need to know how to address that tricky problem and the issue of revenue to the City as well.

Mr. Padilla said even with taxis, they don't pay anyone here, neither does Uber. You would have to work with taxi cabs as well. Tenants here are paying a premium to do business here where others are not and can offer a lower price. We need short term and long term solutions.

Mr. Humphries said these are all solvable issues. He has seen this at other airports. You are on the right track. He is confident we will get there.

Mr. Krohn said there is no guarantee for exclusivity for current lease holders but nothing in place to keep non-lease holders from doing business here.

Mr. Bulthuis said that is correct. That is a void that we have to fill with the rules and regulations document. We need contribution towards the revenue picture from all ground transportation entities. We need to start working on that.

Mr. Krohn said there is nothing that explicitly authorizes the non-lease holders from doing business here but also nothing that restricts them.

Mr. Bulthuis said that is correct. It will have to have voluntary compliance. As the Council establishes new practices, it will no longer be voluntary. We may not find common ground but we will have a lot of input to feed into the rules and regulations document.

Mr. Padilla said this information is new to us and others in the room. Tomorrow is a new day for these companies doing business from outside. Are we opening the flood gates and allowing them to do business here or are we asking them to wait until we get the rules and regulations in place.

Mr. Bulthuis said tomorrow business will continue as it has. The conditions in terms of the City's ability to regulate activity at the Airport are that we don't have much. We don't have an Ordinance that authorizes or prevents folks from conducting business

out here at the Airport. Immediately things will not change but they could change by dialogue about how we are going to move forward. It is not easy. These are businesses who are competing with each other.

Mr. Brackley asked would it be helpful for this Board to make a recommendation to the Governing Body to give the Airport Manager the authority to regulate ground transportation at the Airport.

Mr. Bulthuis said that would be a great start. He has seen that ability in many of the other best practice models he has looked at.

Mr. Brackley said it does not have to be specific.

Chair Ross said that would be a great model. Have the authority granted to the Airport Manager to establish rules at the Airport.

Mr. Humphries said he thinks that is absolutely on track. He would not restrict it to just ground transportation but all commercial activity. Also the ability to regulate aeronautical activity. We can work on that together.

Chair Ross said he likes that approach.

Mr. Padilla said we need that.

Chair Ross asked do you Jon have enough to go on.

Mr. Bulthuis said he thinks so and he will work closely with the City Attorney's office to have the stakeholders meeting and work toward best practices.

Mr. Ferguson asked would those regulations also include the internet and how things are advertised.

Chair Ross said this is an opportunity for that.

Mr. Ferguson said we will discuss that.

Mr. Doo-Kingue said he wanted to thank the Board for taking the time to examine this issue. It is a dark cloud here at the Airport. A level playing field is what we need. He is not saying they can't do business but he is asking that we have a level playing field. There are certain factors that go into our rates because we are located here at the Airport. We are paying a lot more in our agreements with the Airport. We want everyone to basically follow that. In the past we were not included when there was a test market done here at the Airport and a non-tenant was given the same rights as those of us housed here. He welcomes any type of competition and does not fear that

but needs to have the same playing field. He appreciates the Board looking at this and he looks forward to meeting with Jon and the interested parties on this issue.

Ms. Stephens said she completely agrees. If you have a formal off-site agreement we want that and want to be on the same playing field as them. We just want to serve our customers.

B. PASSENGER FACILITY CHARGE APPLICATION - STATUS UPDATE

Mr. Frier said there is a \$4.50 fee attached to each ticket. You don't pay that now but you will be. The Airport keeps \$4.39. It can be used as matching money for FAA grants. We prepared a list of projects and sent those to the FAA and then had a telephone consultation. They asked for more information, photos and descriptions and took a couple of projects off the list that were not eligible. We are still looking at a list of projects that we have talked about over and over again. Jim is taking the list through the rest of the process. One of the things that we did was to designate each one of projects as imposed or used. If there is no environmental clearance we cannot put the project on the list. There are forms from the FAA that you have to fill out for that.

Chair Ross said there is a categorical exclusion for runways.

Mr. Frier said yes.

Mr. Harris said the trickiest part is getting the capital projects defined and pinned down. The projects have to be ones that have been implemented or will be implemented within the next two years. Impose is collecting the fee, use is spending the money. The next step, once the FAA has blessed the projects, is going into the airlines comment part. They have the right to comment on the projects and the fee imposed. Once the airline consultation process is completed then the application can be submitted. Then the Notice of Intent can be submitted and forwarded to FAA. They rule on each project you have asked for. They will give reasons why they approve them or not. The notification period gets added on and the airlines are responsible for collecting the money and turning it over to the Airport

Mr. Frier said the airline consultation will be completed within a matter of weeks. There are mandatory time frames of when meetings are held. It is a thirty to sixty day process.

Mr. Padilla said on the administrative side, who is going to manage the money and make sure it does not go into the General Fund.

Mr. Bulthuis said the new Airport Manager and new Administrative Staff person who has a much stronger financial background than anyone else who has worked here.

Mr. Harris said there is a quarterly reporting program that goes back to FAA. It is monitored closely.

Mr. Humphries said because it is a Federal program there is a lot of oversight. An audit of that program has to be done every year and the results reported back to FAA.

Mr. Padilla said your staff is very limited. With this new person we are looking forward to good things. How you will accomplish all these things with limited staff is something you will have to address.

Mr. Bulthuis said he needed a clarification of the schedule. His boss wants to know when the first check is going to hit the City's account.

Mr. Harris said there are mandatory time frames. Once the application hits FAA's desk they have thirty days to respond. Once it is approved there is a thirty day period before airlines start collecting. It will probably be six months from now.

Mr. Bulthuis said so next fiscal year starting in July.

C. AIRLINE LEASE NEGOTIATIONS AND RATES AND FEES STUDY

Mr. Bulthuis said we are in a holdover on our agreements. Our consultant has participated in meetings. The work, in terms of identifying what the rates are, that we need to collect is reaching its conclusion in terms of the consultant's work. Then that will be a tool for working with the airlines. The key component is showing what our expenses are to operate the Airport. Staffing is a big part of that. He took our plan to the City Manager. He was in agreement that the Airport is understaffed but there is no funding available. Part of that will come through the passenger fees and the expertise in the office. The airline negotiation process will be the lions share of what we need. Our proposal is adding an additional maintenance worker and custodian.

Chair Ross asked do those positions have to wait for the money to come in.

Mr Bulthuis said our Part 139 inspection is on the agenda. Last year the inspector took notice that the City has to take staffing seriously and fill positions. It is very likely that we will have a finding in this area this go around. That shows the Council that FAA is saying we have to get this done. The City Manager is in a tough spot. Negotiations with the airlines will get us closer to that. It will probably be a requirement from FAA this time that we do fill positions within a limited time frame. It does sound like the American Airlines subsidiary Envoy which handles our ground handling will no longer be contracted out to other airlines. United is looking at how they can bring in their own staff to keep operations going without Envoy

Mr. Padilla said with United doing its own ground handling and the fact that they don't have a lease here now, do they want more space.

Mr. Bulthuis said it is almost mandatory that the City provide that space to keep United here.

Mr. Padilla said that got United in a descent position to negotiate.

Mr. Bulthuis said yes. The airlines are making money here. These fees are not unusual. Everyone does it. It is nothing new for them. On the ground handling side we have limited space but it is not something we can't provide.

D. AIRPORT TERMINAL RENOVATION BID AWARD AND CONSTRUCTION SCHEDULE

Mr. Bulthuis said you have the entire packet about this before you. The schedule is in the back. We were able to meet an accelerated time line. We appreciate the work Molzen Corbin did for that so we could get the contract out to bid, get bids in and have the Council approve it last Wednesday at their meeting. Now we can get into construction right away in January. That is good news. We did not miss any deadlines and we got it done. We do have a budget that exceeds the bid amount so the award that was made is less than what our budget is. We know already there will be change orders given United's requirement for space.

Mr. Frier said they awarded the bid to a Santa Fe business which has a local bidders preference of 10%. We ended up awarding to the highest bidder but all were close. When you have three bids that close it is the right answer. The amount is \$851,000. We are within the budget with a bit to spare.

Mr. Padilla said with the delays we have had so far, a fair amount of work has been done to go before the public at an expense. Does that allow us to stay in our budget.

Mr. Frier said it delayed us a bit and cost a bit but so far yes.

Mr. Bulthuis said we were pretty modest. We will have the need to amend that design.

Mr. Frier said TSA told us it was possible for our restaurant to serve sterile and unsterile areas with food, but now have changed their minds. There will be no direct access between the two. It is a TSA requirement.

Mr. Bulthuis said we need to clarify that and we are still planning to do food service in the sterile area but will not have a window to go to or serve through.

Mr. Frier said it will be limited to a microwave and a hot plate.

Chair Ross asked the food will have to go through a gate for screening.

Mr. Frier said yes.

**E. FEDERAL AVIATION ADMINISTRATION'S PART 139 INSPECTION -
DECEMBER 8-10, 2015**

Chair Ross said there is a letter in your packet from Jon to announce that the inspection begins next Tuesday.

Mr. Bulthuis said that has been delayed to December 8th through the 10th. We are ready for the FAA inspection and have addressed everything adequately with the exception of the staffing issue. He is certain that we are in good shape. Some construction will be going on when the inspector is here. Paving repairs to runways and taxi ways. The ARF track was an issue, however the additional unit showed up a couple of days ago. He will keep the Board posted. The report follows the inspection by a couple of weeks.

F. MATTERS FROM THE BOARD

Mr. Krohn asked for an update to the design recommendation.

Mr. Bulthuis said at our last Board meeting we said we would support the design Resolution. That was carried forward and the Resolution was adopted by the Council unanimously. That does not mean we won't have a public hearing about the Landmark designation. The public hearing will probably be at the 2nd meeting in January. Public notice will be given about the potential. Given the action the Council took, it is not likely that they will follow through with the Landmark designation. It is worth talking to your Councilors.

Chair Ross said maybe we should show up at that meeting. Keep us up to date on when that meeting will take place.

Mr. Bulthuis said the two page document before you is about where the Legislation is regarding the Tower. It is always something we have to keep our eye on. We will continue to let our Delegation know it is important. This is good news. It is secured for a year.

Chair Ross asked what happened with the Sixel folks.

Mr. Bulthuis said they are not under contract yet. He has made the recommendation that we use salary savings to fund that, but it is not yet approved. The

Mayor has been very public about wanting to get that process underway. Eventually it will happen but not yet.

Mr. Padilla asked what is happening with security at airport.

Mr. Bulthuis said the new Interim Chief of Police has recommended not staffing the Airport for security with Police staff. We are working on getting a contract in place for private security that will start on January 1st. We have a contract with Blackstone that ends on December 31st. It was brought to Council and postponed. The Mayor was very straight forward about the need for this function on the first. We are trusting that it will happen.

Mr. Padilla asked are the shooting range and lot still under consideration to offset funds we have to use to pay for security.

Mr. Bulthuis said we have contracted with an appraiser to get a real market value on that and we will take that back to the Police Department to assess fees.

Mr. Krohn asked has the City made a selection for the Director of Economic Development yet.

Mr. Brackley said it has been advertised twice. It has not closed yet.

Mr. Krohn said the Airport has a significant impact on the City. He was listening to a radio program where they were interviewing Kate Nobel. They asked her about the Airport and what was going on. Her response was we are only fifty miles from Albuquerque. Why would we want an Economic Development Director who does not recognize the economic development impact the Airport has on the City. This was a couple of weeks ago.

Mr. Brackley said a Fly Santa Fe campaign is overdue.

G. PUBLIC COMMENT

Mr. Duran said he is an Uber driver. He has been a resident of Santa Fe for a long time and has experienced harassment like the lady who spoke at the last Board meeting. It has calmed down but is still a concern. The concern is that solicitation from shuttle companies is going on. On our end we watch out for ourselves. We let our Uber folks know and we report them if they do what they are not supposed to do. We welcome rules and regulations so we are all equal. Thanks to the City for stepping in.

Chair Ross said you should talk to Jon and make sure to attend the meetings.

Mr. Padilla asked is there a delegate you answer to. A boss.

Mr. Duran said Uber has an office in Albuquerque that is open two days a week. You can talk to them or email them. There is not an office in Santa Fe.

Mr. Wiener said he is a retired architect and planner. He did a thesis on airports and designed the airport in Shreveport, Louisiana that had strict criteria. He lives in Santa Fe and hates the architecture here. He does respect it. This Terminal Building says Santa Fe. It needs to be protected for marketing purposes. He has asked himself what would he do to respect the building and get what you need. He came up with a solution that he is happy to share. It is a concept. He was horrified when you said the City does not want to Landmark it. He is very interested in preservation. Landmark designation of sites gives them respect. It gives you great respect and gives people the Santa Fe feeling. He wants to ask why did the Council not want to Landmark it.

Chair Ross said we agreed with the Design Review Board on a set of criteria which were adopted by the City Council on a Resolution. It included protection of the building and a process. You should get a copy of that Resolution. No one in this room has any intention of messing with the building.

Mr. Wiener said he is happy about that and apologizes for his phone going off.

H. ADJOURN

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

VOTE The motion was approved unanimously by voice vote.

The meeting adjourned at 6:25 pm.

Stephen Ross, Chair



Elizabeth Martin, Stenographer

NMDOT Aviation Division

Santa Fe Airport Advisory Board
December 3, 2015



NEW MEXICO DEPARTMENT OF
TRANSPORTATION

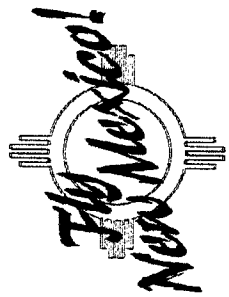
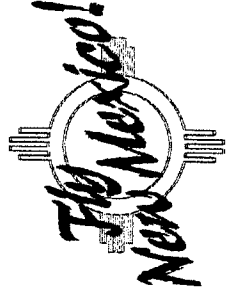


Exhibit "1"

Aviation Division

- Established in 1963
- In the late 1980's the Division was moved under the New Mexico State Highway and Transportation Department (now New Mexico Department of Transportation)
- Encourage and advance aviation in New Mexico
- Provide a safe and effective aviation system for the State



Aviation Division

- Coordinates state and federal grants for improving the aviation infrastructure
- Provides planning and technical support in developing and maintaining the State's airports and other elements of the aviation system
- Conducts pilot seminars dealing with safety issues
- Publishes the New Mexico Aeronautical Chart
- Perform regulatory and compliance inspections
- Responsible for the registration of all aircraft based in New Mexico and for the licensing of aircraft dealers

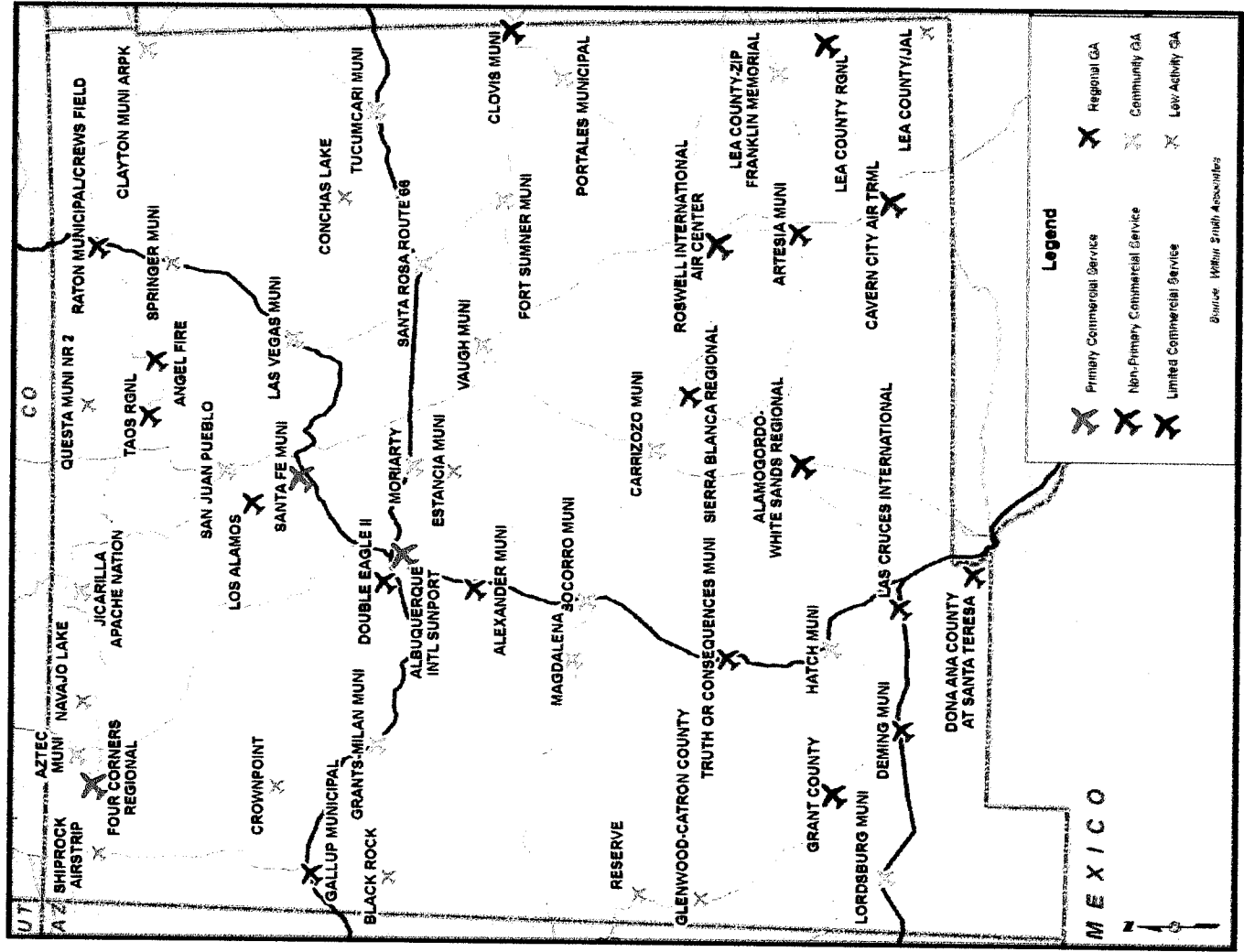


The Division works with
publically owned public
use airports

By statute, the Division
cannot provide funding
to the Albuquerque
International Sunport



NEW MEXICO DEPARTMENT OF
TRANSPORTATION



State Aviation Fund

- 4.79 percent of the taxable gross receipts attributable to the sale of fuel specially prepared and sold for use in turboprop or jet-type engines
- 0.26 percent of gasoline taxes, exclusive of penalties and interest, collected pursuant to the Gasoline Tax Act
- 0.046 percent of the net receipts attributable to the gross receipts tax distributable to the general fund (ASAP Program). This stream sunsets June 30, 2017 unless extended.
- After July 1, 2009, \$250,000 monthly from the net receipts attributable to the gross receipts tax distributable to the general fund

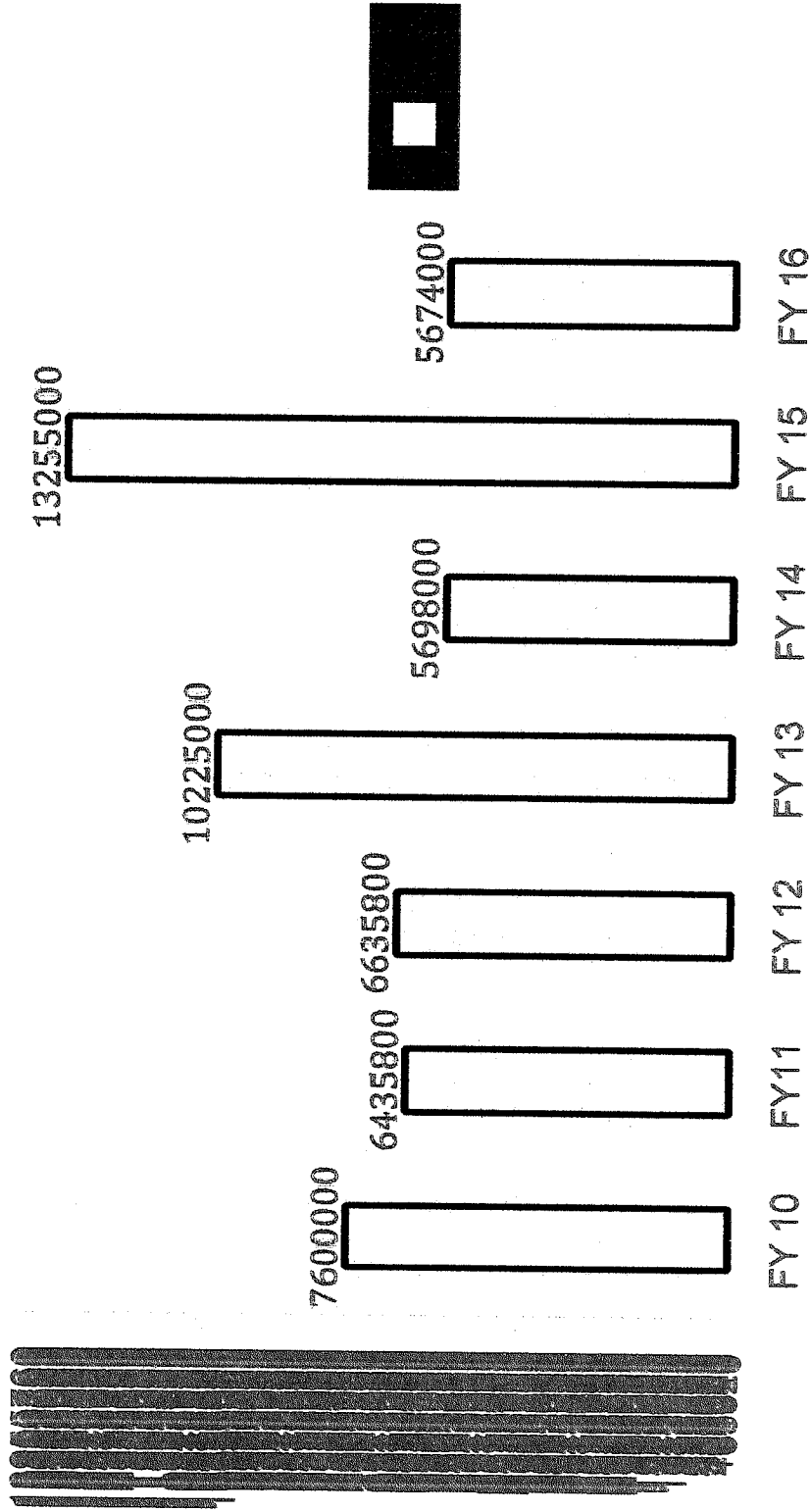


Uses of the State Aviation Fund

- State Aviation System projects
- Airport owner project match for capital improvement projects
- Air Service Assistance Program grants
- State only grants
- Division salaries, operations and administration
- Maintenance of two State owned airports (Conchas Lake and Navajo Lake)



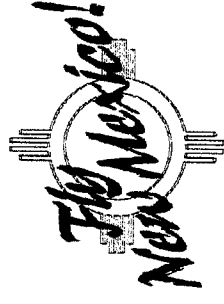
State Aviation Historical Budget



New Mexico DEPARTMENT OF
TRANSPORTATION

Airport Capital Improvement Plan (ACIP)

- An airport in the National Plan of Integrated Airport System (NPIAS), is required by the FAA to annually update the airport's ACIP
- The ACIP is the primary planning tool that identifies future needs at the airports in New Mexico for the next five years. It also serves as the basis for the distribution of Airport Improvement Program grant funds.
- The FAA coordinates with the Division for the funding of the projects submitted
- The ACIP must be prioritized and fully justified by the Airport, the FAA and the Division and is based on true needs and not wants



Overall Development Objective Data Sheet (ODO)

- FAA requires the submission of ODO's annually
- ODO's are derived from the airport's annual ACIP
- The FAA and the Division develop the program for the following fiscal year from the airport's ODO's
- The Division prioritizes the annual program from ODO's according to our model which is very similar to the FAA's; however the FAA has the final determination on how the AIP funding is distributed
- Projects that are requested on an ODO and are unable to be funded by AIP are re-evaluated and prioritized for funding by the Division



Priority Ranking Process

The priority rating system ranks projects for planning, budgeting, and granting by utilizing objective information to make subjective decisions considering the collective needs of the state's aviation system

Safety and security projects are most important

Projects identified by the FAA and involve federal funds have a high priority

Some components of an airport have precedence over others. For example, a primary runway construction project should be given priority over a similar apron construction project



NEW MEXICO DEPARTMENT OF
TRANSPORTATION



Priority Ranking Process

The priority rating model systematically ranks the projects. The Division uses the model as a tool to assist with project funding decisions. Combining all the variables into a simple rating allows the Division an efficient means to compare needs and make strategic decisions

The Division takes the priority rating model under specific consideration when making funding decisions, but reserves the authority to make appropriate subjective decisions



AIP

Discretionary

Determined by
Region

Entitlements

Inclusion in the
NPIAS

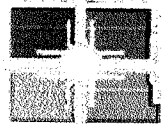
State
Apportionment

Determined by
formula

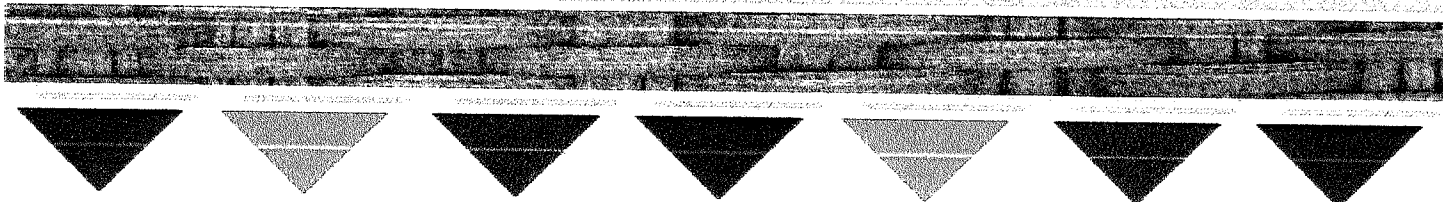
Formula based on
number of airports
and population

\$150,000/year – Non
Primary
\$1,000,000/year -
Primary

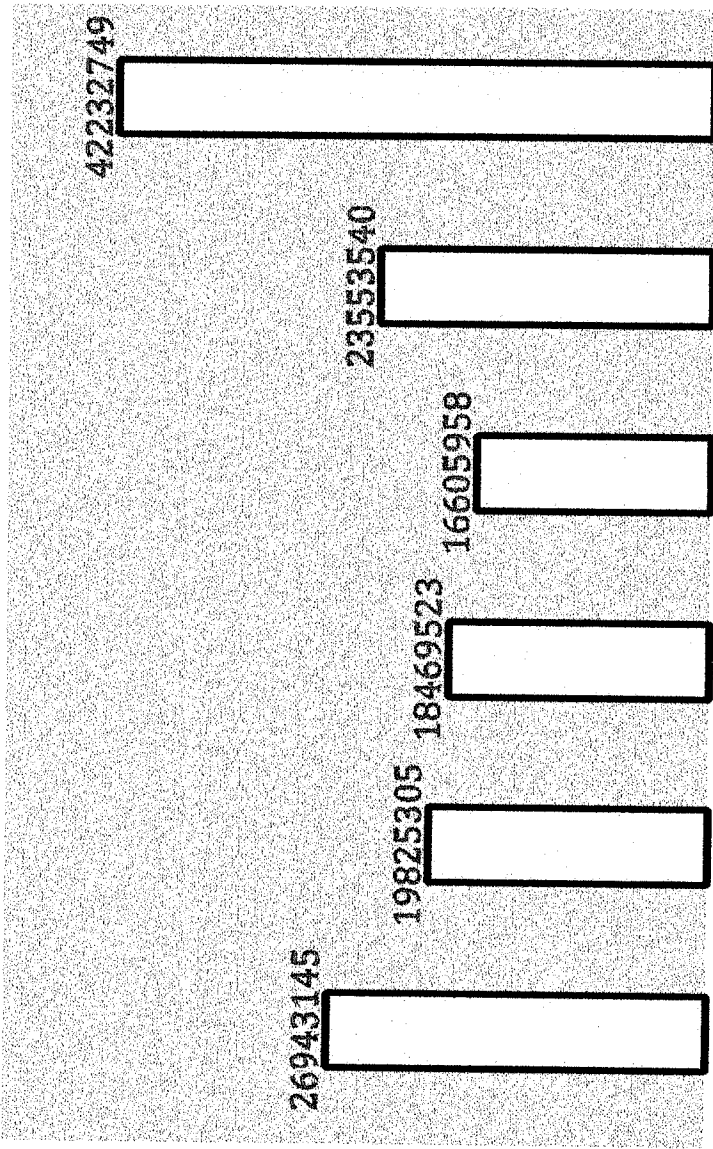
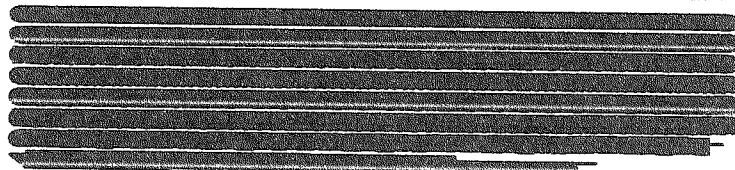
Can carry over for
three years



NEW MEXICO DEPARTMENT OF
TRANSPORTATION



Historical Statewide FAA Funds

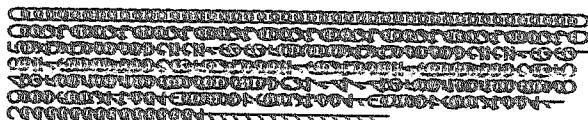


NEW MEXICO DEPARTMENT OF
TRANSPORTATION



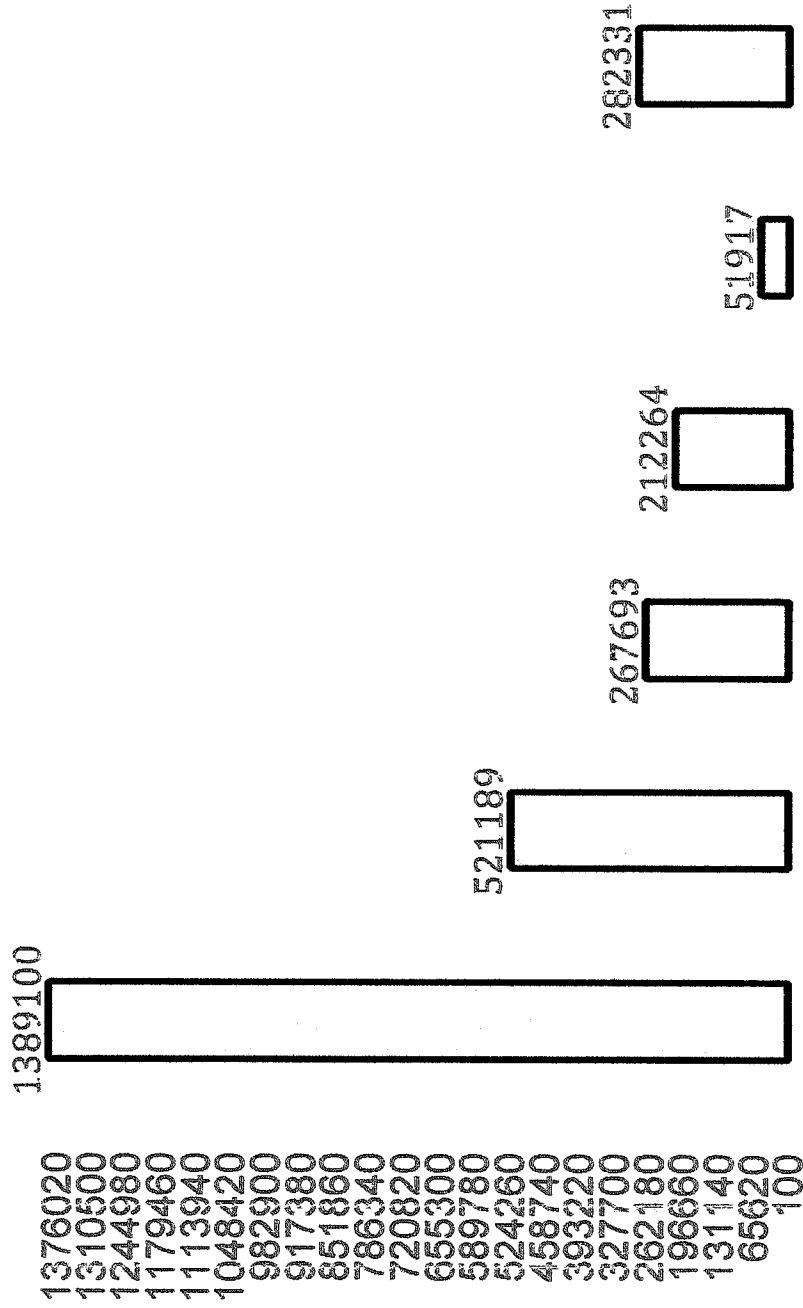
Figure 1 is a horizontal strip showing a cross-section of a road surface. The top part is a grayscale image of the road surface, showing various layers and textures. Below the image, there are seven downward-pointing triangles, each labeled with a number from 1 to 7. The triangles are arranged in a row, and their labels are as follows:

- 1. Asphalt concrete surface
- 2. Asphalt concrete surface
- 3. Asphalt concrete surface
- 4. Asphalt concrete surface
- 5. Asphalt concrete surface
- 6. Asphalt concrete surface
- 7. Asphalt concrete surface





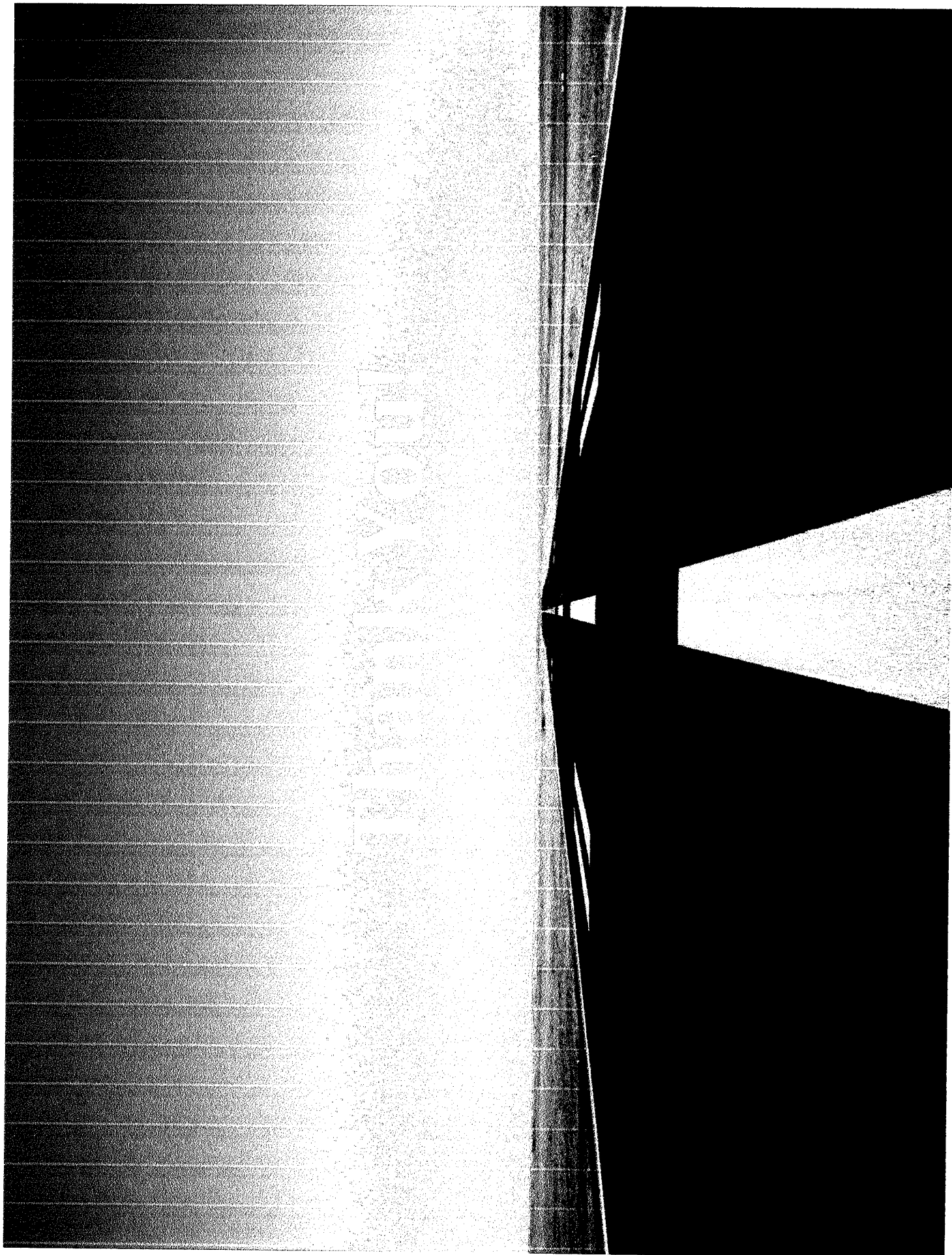
Historical SAF State Funds



Looking Ahead...FY 2016

- Estimated \$34,000,000 in total project cost
- FY 2016 Grant Budget = \$4,813,250
- Executed FY 2016 grants = \$3,193,955
- Total remaining in FY 2016 grant budget = \$1,421,131





- Inbox (1)
- Drafts
- Sent
- Spam (54)
- Trash (50)

> Smart Views

> Folders

- dave gold
- dreamtree
- family pics
- francisco castillo
- issues
- sandy jones work
- Saved
- steve montano

My Games



Recommended Games



More Games

Santa Fe
Municipal Airport

Airport Master Plan

Exhibit "2"