



Agenda

**AIRPORT ADVISORY BOARD MEETING
SANTA FE REGIONAL AIRPORT
121 AVIATION DRIVE
BUILDING 3002B
September 13, 2018 – 4:00 PM**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - a. August 9, 2018 – Regular Session
5. OLD BUSINESS
 - a. Draft Vision Statement (Mike Harris)
 - b. Report from Minimum Standards Committee (Chris Ortega)
 - c. Capital Projects (Mark Baca)
 - d. AOPA Fly-In (Mark Baca)
6. NEW BUSINESS
 - a. FAA Site Visit (Mark Baca)
 - b. Legislative Appropriated Grant Agreement 16-A2510 (Mike Harris)
 - c. FAA FY18-AIP-Grant Application (Mark Baca)
7. PUBLIC INVITED TO BE HEARD
8. REQUEST FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS
9. NEXT MEETING: **October 11, 2018**
10. ADJOURN

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RECEIVED AT THE CITY CLERK'S OFFICE

DATE: 09/04/2018

TIME: 10:46 AM

**SUMMARY OF ACTION
AIRPORT ADVISORY BOARD MEETING
SANTA FE REGIONAL AIRPORT, BUILDING 3002B
121 AVIATION DRIVE
THURSDAY, SEPTEMBER 13, 2018, 4:00 PM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1
APPROVAL OF MINUTES	APPROVED	1-2
<u>OLD BUSINESS</u>		
DRAFT VISION STATEMENT	APPROVED	2-3
REPORT FROM MINIMUM STANDARDS COMMITTEE	INFORMATION/DISCUSSION	3-5
CAPITAL PROJECTS	INFORMATION/DISCUSSION	5-7
AOPA FLY IN	INFORMATION/DISCUSSION	7-8
<u>NEW BUSINESS</u>		
FAA SITE VISIT	INFORMATION/DISCUSSION	8-9
LEGISLATIVE APPROPRIATED GRANT AGREEMENT 16-A2510	INFORMATION/DISCUSSION	9-12
FAA FY18 - AIP-GRANT APPLICATION	INFORMATION/DISCUSSION	12
PUBLIC INVITED TO BE HEARD	INFORMATION/DISCUSSION	12-14
REQUEST FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS	INFORMATION/DISCUSSION	14
NEXT MEETING	OCTOBER 11, 2018	14

ADJOURN

ADJOURNED

15

**AIRPORT ADVISORY BOARD MEETING
SANTA FE REGIONAL AIRPORT, BUILDING 3002B
121 AVIATION DRIVE
THURSDAY, SEPTEMBER 13, 2018, 4:00 PM**

1. CALL TO ORDER

The meeting of the Airport Advisory Board was called to order at 4:00 pm by Councilor Michael Harris, Chair, on Thursday, August 9, 2018, at the Santa Fe Regional Airport, 121 Aviation Drive, Building 3002B, Santa Fe, New Mexico.

3. ROLL CALL

MEMBERS PRESENT

Councilor Michael Harris, Chair
Kevin Egan, Telephonically
John Elling
Chris Ortega
James Robins
Rosemary Thompson

MEMBERS ABSENT

Bud Hamilton, Excused

OTHERS PRESENT

Mark Baca, Airport Manager
Stuart Kirk, Fly Santa Fe
Tuesday Brzyley, Airport Staff
Commissioner Anna Hansen
Regina Wheeler, Public Works Director
Michael Szczepanski
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

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

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF MINUTES

Mr. Egan said his name is misspelled in the minutes. It is spelled Egan.

MOTION A motion was made by Mr. Elling, seconded by Mr. Ortega, to approve the minutes as amended.

VOTE The motion passed unanimously by voice vote.

5. OLD BUSINESS

A. DRAFT VISION STATEMENT

Chair Harris read into the record the draft vision statement for the Airport.

It is as follows:

The Santa Fe Regional Airport is a growing economic engine for Northern New Mexico. As it continues to grow, the airport will provide all users with superior service, work toward realistic sustainable goals, represent our character and culture, and be a good neighbor as well as a great place to work.

Chair Harris said this is a long standing initiative of Bud Hamilton. His belief was to really move forward in a disciplined way and around consensus we needed a vision statement and strategic plan and build on that. He agreed. Last month a subcommittee was formed to work on the vision statement. The subcommittee is Mr. Kirk, Regina Wheeler, Mr. Elling, Mr. Hamilton and himself. We met twice. The Mayor, the City Manager and Matt Brown have also weighed in. This represents a statement people agreed with. What is important is that the word "grow" is here twice. People accept the statement that the Airport has grown and will continue to grow. Is an economic engine. The Airport and broadband were 2 items that were decided to as economic engines for the City before he took office. Since he has been elected he has seen changes and growth. The notion of an economic engine was at the top of the list. We have a goal for superior service certainly. He and his wife flew in and out of Santa Fe going to Omaha and a few weeks before that his wife flew out of Santa Fe to Boston and back. We have started to rely on the Santa Fe Airport for our connections. TSA is thrilled to have the baggage scanner. Customer service has improved with the new body scanner. There are still a lot of other things to do. Sustainable goals cover a couple of issues including financial stability. A big element of that is the selling or leasing of the wastewater treatment facility and getting that cleaned up not only for money matters, but for the FAA as well. A supplement to our Master Plan was submitted to FAA with sustainability conditions. He has that and will hand it out later. That is part of what the City and the County want to work towards. This is a vision not a strategic plan. To be a good neighbor and a great place to work is critical. He has been a businessman here since the 70s. He has a good sense of things and he senses that people enjoy working

here. The good neighbor has 2 components. Our immediate neighbors in the City and County and because we are now a regional airport, with work with the Air Alliance and the funds put there to improve connections is part of being a good neighbor. Working with our adjacent neighbors and their Governing Bodies.

Mr. Elling said this was a great exercise. It was a very worthwhile discussion to have.

Ms. Thompson said this is great.

Mr. Ortega asked where it says represent our character etc, is that the Airport or the City.

Mr. Elling said it was meant as inclusive.

Chair Harris said he does not think about brand. We went through a major exercise in the City called Culture Connects. Culture Connects has a global connotation.

Chair Harris said what he would like to do is similar to what he and Councilor Lindell did on the Midtown property where we do a simple statement like this by Resolution to get a unanimous consensus, hopefully that this is in fact representative of what we want it to be. It would go to the Economic Development Advisory Commission, Public Works, Finance and then Council. He will work with staff to get that on the agenda starting with Jesse Guillen who will embody this in a Resolution. He also thinks we won't address the strategic plan today, but he will contact the people part of it before and start to rough it out and have conversations about a strategic plan. He thinks this will be well received.

Mr. Egan said he is very impressed with what was put together. The subcommittee did a nice job covering the bases. The economic engine is key.

Chair Harris said he appreciated that. Thank you and thank you to the subcommittee.

MOTION A motion was made by Mr. Egan, seconded by Mr. Elling, to accept the Vision Statement as presented and to move forward with a Resolution.

VOTE The motion passed unanimously by voice vote.

B. REPORT FROM MINIMUM STANDARDS COMMITTEE

Chair Harris said this item is a major effort.

Mr. Ortega reported that he, Mr. Elling, Mr. Robins, Mr. Szczepanski and Mr. Baca had the kick off meeting for their subcommittee 3 weeks ago. We had a general discussion about the need for minimum standards and tried to point ourselves on a path, and define the path, and what our deliverable would be. He envisioned creating a good draft that goes with the vision statement. Then move through the process of adoption by the City. We want to get public input as well. Given that, we believe we will have a draft ready maybe by late November. Our next meeting is a month from now on the same day as our Airport Advisory meeting. Mr. Szczepanski volunteered to be the scribe. He is taking parts of the older standards from Alamogordo and Las Cruces and Santa Fe and has created a first draft in 2 pieces and has circulated it to the rest of us. For next month we will sit down with all the comments and the draft and have a discussion about things that are close to where we think they need to be and things where more research and discussion has to happen. We split up tasks. One task is about the leasing and leases at the Airport and how they interweave with the minimum standards and will they or won't they supercede the current leasing language. Do they fall back to the 1986 version or do they comply with the current version.

Mr. Elling said Mark and Tuesday laid out all the leases and he looked at them to decide if the leases are obligated to the minimum standards particularly in the areas of issues we would like to be updated. He found that on one property of concern and one lease dated back to 1979, it states that it is obligated to comply with all ordinances so it appears they would have to comply with new ordinances. Another lease does reference minimum standards and the ordinances. The 3rd property that concerns us we have not found the lease as of yet. The 2 others appears they will be obligated to comply with the new ordinances. He called the City Attorney's Office informally and asked them to look at that issue. He found they are understaffed and there is no City Attorney assigned to the Airport. Jesse Guillen was suggested as someone who could help us.

Chair Harris said this is something he needs to work on. He spoke to City Attorney McSherry. Rick Word was starting out here on some lease issues, but he has moved on. He will find out exactly who will be working on airport issues. Jesse is not the person for this.

Mr. Elling said he did speak with Rick Word and he thought they would be subject to the ordinances. He did not find in the leases he looked at the non discrimination language about the use of City property. He thinks we need to update the leases.

Chair Harris said the PSAs were not consistent so he does not doubt the leases are not either.

Mr. Elling said he thinks there is a standard lease template the Airport can use. Coming up with a standard lease template may be a good idea so everyone knows the terms they are getting are on par. He just went through a lease negotiation with the Airport and it was congenial. The current terms are fair and resonalbe, but there is nothing that says what the terms would be for the next applicant.

Mr. Ortega said we had a bit of discussion about the definition of commercial aeronautic activity. One question that came to us was if there was there any way to quantify it by an amount of activity. He was not able to find anything that addresses that. His feeling is you do it once or twice and you are commercial.

Chair Harris said that is an interesting one to sort out.

Mr. Elling said there is a lot of the concern with the general aviation community about what happens to people who have minor commercial activity on the airfield. Do they need to be required to enter into an agreement with the Airport and the City to sell an aircraft once. We are hoping to find other airports that address that without using a material threshold.

Chair Harris said it seems that would be a universal question.

Mr. Elling said his concern is what about someone who hires an FAA examiner to do a check off ride with them or someone is selling cokes from their tent. Do they have to go to Mark for an agreement.

Mr. Ortega said that is related to that 3rd party providers of things. In avionics there is a company that comes maybe twice a year to do a Pito-Static test.

Mr. Robins asked do you want to see some draft language for our next meeting for discussion.

Chair Harris said thank you for asking. You are meeting at 2:00 pm before our meeting. He will look at his schedule and if he can make that meeting he will ask for a draft.

Mr. Robins said he thinks we could have some draft language and talking points by the October meeting.

Mr. Ortega said yes and that does not preclude us from continuing to refine it.

Chair Harris said thank you very much.

Ms. Thompson said good job.

Chair Harris said he appreciates this. This is a major effort and clearly you are taking it seriously. The subcommittee is fully engaged.

C. CAPITAL PROJECTS

Mr. Baca said the biggest thing is trying to determine what we are going to do next. The boiler replacement is the critical thing. That is going through the RFP process now and is a \$40,000 project. The rest is in line with what you will be speaking about down the agenda. The café, are we going to remodel it and put it out for an RFP or do a smaller sandwich shop and open up seating. That is a major issue. The baggage claim area and its improvements, we do not have complete funding for that.

Chair Harris said we will go into some detail on that and Ms. Wheeler will have some information for us.

Mr. Baca said runway 2-20 only has 2 stripes to do and then it will be completed. The contractor ran out of paint and we ran out of time. Taxiway Delta is complete. We don't anticipate any more closures. Now that we have moved Taxiway Gulf up on our list Ms. Harris has asked for a meeting over the phone to verify our list with the FAA. It will be a conference call. If we can get Taxiway Gulf done he can move up our ARFF truck which is 2 years past its life. If the Air Alliance wants to bring in 70 seaters that brings us up a B level for fire fighting and we need an updated ARFF truck. He is working hand in hand with Battalion Chief Martinez.

Chair Harris said Moltzen Corbin is on the job. What are they doing and what is the sequence of work.

Mr. Baca said Taxiway Gulf is in design now. Their first deal is the redesign. We are hoping to meet the October 1st deadline for design. Andy Vallejos, the lead engineer from FAA has been out and has seen the need. He is in full agreement that it needs to be rebuilt. He is hopeful we can meet the deadlines. So far we have. He spoke to Sate Aviation's interim Director, Dan Moran, and he believes we can go ahead and apply for the design grant for Gulf.

Chair Harris asked why are we waiting for that.

Mr. Baca said the State is not willing to participate in any designs.

Chair Harris said we have Moltzen Corbin on call.

Mr. Baca said we have used on call for 10-28. That design is done and the on call money is obligated for that. Now that we have them on staff in order to pay Molten Corbin we need that grant.

Chair Harris said he and Ms. Wheeler need to talk to you separately on that. We need to get Kent involved too.

Mr. Baca said that is the process.

Chair Harris said he understands, but we will work with you to sort that out.

Chair Harris said so the design for 15-33 and 10-28 are done. What about the procurement on that.

Mr. Baca said we are waiting for a PO to move forward for the bid process. We did not want to do a change order underneath another engineers contract. The monies are in place. We are waiting for procurement to give us a PO so we can move forward with that.

Chair Harris said on the parking lot, October State monies are available for the design work

Mr. Baca said yes, that is another project we are going to have Moltzen Corbin do. We need the money released and the Finance Department to get their part done.

Chair Harris said there needs to be a good planning session for the lot. Other issues need to be discussed such as the connection to the Jaguar interchange and the rental car areas.

Mr. Baca said Kent said his intention is to come up with 2 or 3 designs incorporating those items for us to look at.

Chair Harris said the first step is to be clear on what we want and have discussions on that. Don't turn Moltzen Corbin loose yet.

Chair Harris said thank you. There is a lot going on.

D. AOPA FLY IN

Mr. Robins said we are off to a good start.

Mr. Baca said they are very happy. All the facilities were ready for them. His staff did an outstanding job getting all that done. We have 125 aircraft on the ground now. Over 400 are registered. There is a Barnstorm party tomorrow night that you are all invited to. It will be a dinner, drinks and a dance. Tickets are available. It is a welcome vent for everyone coming in. Joe at Signature has invited everyone for a meet and greet at their facility after this meeting today. They are having beer, wine and cheese. We anticipate a very successful event. Everyone is flowing in. A lot of pilots are helping out with our volunteer noise abatement.

Chair Harris said regarding the money, we will have to pay \$4,000 to the Santa Fe Fire Department. He reminded Randy Randall that he made a commitment of \$20,000 for the event. Fire is lined up and ready to go.

Mr. Baca said yes, we had a meeting yesterday. We got a lot of things taken

care of. We are all in line. Freddy Martinez has done a great job of getting crews ready for us.

Mr. Baca said Environmental Services could not meet the requirements for this vent so they contracted with Waste Management. The only other expense he can think of right now would be overtime paid to staff. He will track that.

Chair Harris said congratulations. He hopes you have a great weekend and people enjoy themselves.

Ms. Thompson said she wants to compliment Mark and his staff. Just driving in today she saw 2 guys picking up trash along the road. Also all of the signs and cones and flags and directional signs were wonderful. You guys have your act together. It is so well coordinated.

Chair Harris said good job Mark.

6. NEW BUSINESS

A. FAA SITE VISIT

Mr. Baca reported that Mr. Vallejos made a site visit. He checked on Taxiway Gulf and the need. He looked at the rest of the pavements and refurbishment. He looked at the ramps and said they need attention. The good thing that came out of it is was we looked at Taxiway Delta and what he thinks is failing is the base. He suggested we issue a new ODO pre-application for an application for a grant, and instead of reconstruction replace the pavement in place and keep our configuration as we have it. That will save us \$200,000 in design and almost \$1.5 million in construction.

Chair Harris asked what do the pilots think of that.

Mr. Baca said he has talked to some of them. They are on board with that. The other way just adds taxi time.

Mr. Baca said Mr. Vallejos other concern is we still have some incandescent lights out there. He wants to go full LED. That savings from Delta will help us modernize our electrical vault and replace the lighting to all LED out there. He was very helpful

Mr. Baca said as to the wastewater treatment plant he agreed that it is non aeronautical. We can move forward now to dispose of that property. That will be part of the call next week with Kim. He will be bringing the information and forms to the Chair and Shannon Jones. That is a talk that he and the Chair started.

Chair Harris said this came up at Finance and the issue of if we need an updated appraisal was discussed. The last appraisal was in July 2017. Matt O'Rielly had determined that since this is an internal transaction an updated appraisal is not necessary. Mary McCoy, our new Finance Director has a different opinion. He will work on that.

Councilor Hansen asked are you transferring it to the City.

Chair Harris said no, it is on Airport property. It will be a transaction with Public Works and Utilities.

Ms. Wheeler said Utilities is going to buy it from Public Works. They are an enterprise fund.

Mr. Baca said we also discussed the runway protection zone. They are planning to build an industrial area out there. A former Airport Manager has begun the process of purchasing land to provide for a runway protection zone. We need to get ahead of that. It is a longer term issue. He is looking into that and we will discuss it further. There is a big elevation change there so he is not as concerned. He is going to look at that.

Chair Harris said good work.

B. LEGISLATIVE APPROPRIATED GRAND AGREEMENT 16-A2510

Chair Harris said there was a presentation at Finance about 5 grant agreements where the Department of Finance was changing some administrative requirements language in the agreement. Mr. Chapman called it a welcome change, but it also raised the question on grant agreements regarding the fact that there was a substantial amount approved initially for the Airport of \$855,000. So some of that was spent.

Mr. Baca said \$300,000 was spent through multiple projects. The Terminal Study that was done to determine if we needed a new one or a revised one was paid for out of that money. Another big chunk went to the remodel of TSA for the body and baggage scanner. Another expense was \$25,000 for the replacement of swamp coolers in the terminal. They were not big enough to keep up with the number of bodies in there. We upgraded our air conditioning in our IT room. It was overheating and causing terminals to shut down intermittently. Funds were used from there for security enhancements such as the biometrics and card readers, security cameras, networking the gates and some fencing.

Chair Harris asked have we been reimbursed under that grant agreement for all these expenses.

Mr. Baca said for most.

Ms. Wheeler said our latest invoice was for \$40,000.

Chair Harris said the grant agreement was specific to the terminal. Did they balk at security enhancement expenses.

Mr. Baca said no

Chair Harris said he thinks we can all agree that it was money well spent except for maybe the Terminal Study.

Mr. Ortega asked what is left.

Ms. Wheeler said we have spent \$290,000. We have a program proposal for the rest.

Chair Harris said the balance is \$550,000.

Ms. Wheeler said our proposal for those funds includes a proposed café remodel of \$120,000, the baggage remodel of \$250,000, the boiler replacement of \$60,000, and a back up generator of \$100,000. These are rough numbers.

Mr. Baca said once we determine how specifically we want to move forward in the terminal that could go up if we need to replace equipment for the café. If the person in there now does not stay they are taking their equipment.

Mr. Elling asked is there any expectation that the current lease holder will move out.

Mr. Baca said there is no agreement, they are on holdover and are delinquent.

Ms. Wheeler said there is no lease and the terms are different so it is hard to say who owes who what. She has given this to legal now. We need to decide what we want as a café.

Mr. Elling said we need to establish what we want and put out a proposal/RFP for a new operator.

Ms. Wheeler said that is right.

Chair Harris said he noticed when they flew out of there in the late morning American and United flights were there and it was packed. We talked about taking out the stainless steel counter and adding new furnishings for greater efficiency. Would we address that as part of this.

Mr. Baca said yes. We need to decide what we want. The biggest complaint we

are getting is that there is no food service in the sterile area. If a passenger has been screened and they want food they have to come back with their food through the x-ray machine. We don't have control over the vending machines due to the existing contract with the current vendor. They are charging \$2.00 for a bottle of water. The passengers buy the bottle of water outside and can't take it through. We need to address the needs of the travelers. We need to come together and figure out what we want.

Chair Harris said we have a long list of design firms with on call services. We need to look at that list and find someone outside of Moltzen Corbin due to their work load. Lets look at that list and call some of them and get this going.

Mr. Baca said it is better now that we have opened up outside. The biggest problem in the past is there was not a program. We are picking up pieces and trying to make it work with what we have. We need to accomplish some things.

Ms. Wheeler said this is a great opportunity with this chunk of money to apply to the terminal.

Chair Harris said on the air side we need to give it a facelift.

Ms. Thompson said we can all remember back in the day when there was a great restaurant at the Airport. What if we come up with an idea to have a contest, but put it out to the public and see what kind of ideas and design build they come up with.

Chair Harris said we did a version of that for Midtown. We need to move faster on this. This is to get the Airport minimally up to speed. Maybe kick out the side of the building for baggage claim.

The historic nature of the building was brought up.

Chair Harris said a Resolution was passed regarding that. He will bring the Resolution to the next meeting.

Mr. Baca said he has looked at a couple of different companies regarding a baggage belt.

Ms. Wheeler said Art in Public Places has sign funding. We could use some art and maybe get public involvement on signs into the Airport to reflect our character and culture.

Chair Harris said he wants to thank the Air Alliance for the signs that are there.

Mr. Robins asked after the activity with AOPA could you find out if our runways will hold a E175. That is the new darling for regional airports. They are quiet and comfortable. The seating is 52.

Chair Harris said he will make that an agenda item for the next meeting.

Chair Harris said the focus of the current grant is Taxiway Gulf. We need to get this moving.

Mr. Baca said Kent owes him a task order that gives him the amount necessary for design. He submits that for funding. Because this has been on the table for so long and the pavement has not moved a lot of the environmental stuff has already been done. So FAA should just sign off on it. Kent, in 2009, had already designed Taxiway Gulf. Those plans are there. There are a couple of modifications. FAA wants us to move it down for pull out. That is the only big change in the design. That is the good thing about having them back.

C. FAA FY18 - AIP-GRANT APPLICATION

This was previously discussed.

7. PUBLIC INVITED TO BE HEARD

Commissioner Hansen said she likes the vision statement. Being a good neighbor is an important line. She has constituents in District 2 that she gets regular calls from about low flying aircraft. She lives in midtown off Osage and not every day, but on the weekends she sees it when commercial flights think they can fly low. It is consistently a problem with calls from her constituents who complain about private jets. Her issue, where she is, is commercial jets. On Sunday mornings her phone rings on a regular basis. She tries to explain that she supports the Airport. The regional Airport is an important mechanism for Santa Fe. Noise is an issue. Some of these people never had this air traffic 35 years ago when they bought their houses. She is a good 10 miles from the Airport. Why can't they fly over more land areas instead of residential. There are ways to accommodate the people in the City who feel assaulted and people in La Cienega. Hippoco is an issue and an major economic engine for several months of the year. We want that to be made clear.

Chair Harris said he does not get a lot of complaints about this. There is one individual who pretty consistently sends an email. She lives in Vista Prevera. She is now mostly focused on the aroma of the Wastewater Treatment Facility. Dr. Bustamante from the Community College sites that she lives in La Cienega and generationally her family has been there. Her observation is it is better than it used to be. This is an ongoing issue for probably every airport in the country. He does not know how badly it is handled or how well it is handled here.

Mr. Baca said we have a voluntary noise abatement program. A 5 mile radius is controlled space. Anything outside that can fly over populated areas at 1,000 feet and unpopulated at 500 feet. That is a Federal mandate. In our 5 miles we have asked all

the users to abide by our voluntary noise abatement program and fly over non populated areas as much as possible.

Commissioner Hansen said people get lazy. It is important that they are continually reminded. She is representing her constituents today. She can tell them she came here and spoke on their behalf.

Mr. Baca said it would help us if we could get a description of the aircraft or the registration number on the tail.

Commissioner Hansen said a lot of them give her the time and the color of the tail.

Mr. Baca said the hard part for us is outside that 5 mile radius the control tower does not even have to talk to them. Once they get inside the 5 miles we know what they are doing.

Chair Harris said he appreciates the approach that was used in working through the vision statement and we put being a good neighbor in there by design. There was no objection to that notion, concept and vision. As we work through a strategic plan there are constraints and he thinks we should have in place some sort of education plan in some cases for compliance and awareness, but also for citizens if there are consistent violators. We want them to know to try to identify that N number. Maybe we can help make it better. It should be and will be an element of our strategic plan. There is a group called NOISE who may help us with some of these things.

Commissioner Hansen said she supports the Airport. It is making a balance. Education is a good thing. She likes what is being done here. She has spoken to Michael Szczepanski and he assured her that no one is flying low.

Ms. Thompson said give your callers the FAA number. It is a Federal regulation.

Commissioner Hansen said she does that and has put it out in her newsletter.

Mr. Baca said give them his office number. That is part of this job.

Mr. Kirk said he gets calls all the time. We need to do a better job of communicating with the public. Even sending out something about schedule changes and show we are concerned about it. The public did not know about this fly in.

Commissioner Hansen said that would be a good thing. She gets praise on her newsletter because she communicating.

Mr. Elling said we should do that. Good idea.

Commissioner Hansen said she will send out this information in her next newsletter.

Ms. Brzyley said the noise complaint phone number has been forwarded to her phone. She keeps a log on those calls. She calls 98% of the people back who call. The 2% don't leave a phone number. She has been instructed to ask them for a date, time, color and tail number.

Commissioner Hansen said thank you.

Mr. Kirk said our study that will lead to new profitable locations has started. We expect to have reportable results in 3 to 4 months.

Chair Harris said please report back to the Alliance that he continues to push on the MOA. Hopefully it does not get held up too much.

Ms. Wheeler said Legal wants a PSA rather than an MOA. The good news is with a PSA the language is a lot simpler. She and Mr. Kirk met. It should go smoothly now. It has bounced out of Legal.

8. REQUEST FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS

Chair Harris said we will include Jim's issue about the runways and the new plane.

Mr. Elling said he would like to follow up on the newsletter possibility and if the City could set it up for us or we could set up. He would like it to be run by the City. He would like to know if it is possible for the City to set something like that up. If there is an appropriate mechanism we could move forward with that.

Chair Harris said we will talk with the City about that.

Chair Harris said we will hear from Chris' subcommittee on minimum standards for an update and he would like to work with Regina and Mark to look at on call services and see what we can get moving on the terminal.

Chair Harris said thank you everyone. He appreciates all of your work.


9. NEXT MEETING OCTOBER 11, 2018

10. ADJOURN

There being no further business before the Board the meeting adjourned at 6:20 pm.

A handwritten signature in black ink, appearing to read "Michael Harris", written over a horizontal line.

Councilor Michael Harris, Chair

A handwritten signature in black ink, appearing to read "Elizabeth Martin", written over a horizontal line.

Elizabeth Martin, Stenographer