City of Santa Fe

Agenda

AIRPORT ADVISORY BOARD MEETING
SANTA FE REGIONAL AIRPORT
121 AVIATION DRIVE
BUILDING 3002B
JULY 11, 2019 – 4:00 PM

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
   a) June 13, 2019
5. OLD BUSINESS
6. DISCUSSION
   a) Disadvantaged Business (DBE) Goals. (Kent Freier, Molzen Corbin & Associates, kfreier@molzencorbin.com)

   b) Parking Lot Design and Open House Results. (Kent Freier, Molzen Corbin & Associates, kfreier@molzencorbin.com)

   c) RWY 12-28/15-33 Project Update. (Mark Baca, Airport Manager, mdbaca@santafenm.gov; 955-2901)
7. PUBLIC INVITED TO BE HEARD
8. REQUEST FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS
9. NEXT MEETING: **Thursday, August 8, 2019**
10. ADJOURN

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

RECEIVED AT THE CITY CLERK'S OFFICE
DATE: July 3, 2019
TIME: 12:00 P.M.

SUMMARY OF ACTION
AIRPORT ADVISORY BOARD MEETING
SANTA FE REGIONAL AIRPORT
121 AVIATION DRIVE, BUILDING 3002B
THURSDAY, JULY 11, 2019, 4:00 PM

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AIRPORT ADVISORY BOARD MEETING
SANTA FE REGIONAL AIRPORT
121 AVIATION DRIVE, BUILDING 3002B
THURSDAY, JULY 11, 2019, 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, July 11, 2019, at the Santa Fe Regional Airport, 121 Aviation Drive, Building 3002B, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT
Councilor Michael Harris, Chair
Bud Hamilton
Kevin Egan, Telephonically
Chris Ortega

MEMBERS ABSENT
John Elling, Excused
James Robins, Excused
Rosemary Thompson, Excused

OTHERS PRESENT
Mark Baca, Airport Manager
John Dickerson, Airport Operations Manager
Regina Wheeler, Director, City of Santa Fe Public Works
Troy Padilla, Jet Center
Stuart Kirk, Fly Santa Fe
Michael Szczepanski
James Brogan, Enterprise
Kent Frier, Molzen Corbin
Jeremy Alvord, Molzen Corbin
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

Mr. Baca said he would like to add item D for an informational report.

Mr. Hamilton said he would like to add item E for a discussion about the meeting on July 23rd with United Airlines and item F to allow Ms. Szczepanski to speak about possible FAA funds for terminals.

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

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF MINUTES JUNE 13, 2019

Mr. Ortega said on page 5, 4th paragraph, the discussion was with the former Airport Manager not the City Manager.

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

VOTE The motion passed unanimously by voice vote.

5. OLD BUSINESS

None.

6. DISCUSSION

A. DISADVANTAGED BUSINESS (DBE) GOALS Kent Frier

Mr. Frier said it is a requirement for you to have Disadvantaged Business Goals (DBE) in order to receive funding from the FAA. The FAA has a Civil Rights Office who monitors this program. When we advertise projects for bids there is a 7.9% goal for disadvantages businesses. We encourage contractors to subcontract to them. Every three years we look at FAA projects we anticipate that we will get and break them down, such as Taxiway Delta, and look at bid items such as asphalt. Maybe trucking the asphalt could be subcontracted to a disadvantaged business. We calculate the goals. In your packet is a detailed look at the calculations.

Mr. Frier reviewed the information in the packet.

Mr. Frier said these are the three year goals for projects over the next three years. We have to publish these goals in the newspaper and keep them on hand at the

Clerks Office and in the Airport Manager's Office and we have to have a public meeting and ask for comments. This has been designated as the public meeting. Then we send the minutes of this meeting and proof of advertisement to the Civil Rights Office and you are good for three years.

Chair Harris said he realizes this describes the goals, but what is done to monitor performance in terms of the contracting.

Mr. Frier said when we open bids there is a form to fill out as to who their DBEs are and what part of the goal they are going to meet. There are also forms included to show a good faith effort if you tried or they did not give you a competitive price. When we canvas the bids we can see how they plan to meet the goal. You can reject the low bidder if they did not meet the goal and the 2nd lowest bid. We monitor how much money is paid to each disadvantaged business or firm. In December of each year we have reporting requirements to the Civil Rights Office showing our goal and what we met. We send to FAA what was accomplished every year by the Santa Fe Airport. That calculation goes into the next goal setting process.

Chair Harris said so it is formalized and well monitored.

Chair Harris asked for additional questions from the Board.

Mr. Egan asked what happens if you are in a situation where you go over the goal. Do you get any benefit from that.

Mr. Frier said that is called race neutral and goes into the next year's goal setting. You don't get any bonus points or extra money, but it makes the Civil Rights Office happy.

Chair Harris asked does it raise the bar for you.

Mr. Frier said when you do the calculations again it does raise the bar a bit.

Mr. Ortega asked this only applies to projects that have Federal funds in them.

Mr. Frier said correct.

Chair Harris asked are there any public comments.

Chair Harris said seeing none, thank you for the information Mr. Frier.

Chair Harris asked is there a deliverable date on this.

Mr. Frier said we are about to go in for a grant application and they will ask if our goals are updated so we need to get this in to the Civil Rights Office for that. There is

not a particular date they are due, but in order to be eligible for grants we have to have the process done. We willl submit as soon as he can get the minutes. We will send them in along with the public notice and you should be good.

B. PARKING LOT DESIGN AND OPEN HOUSE RESULTS
Kent Frier

Mr. Frier reviewed his presentation in the packet along with the parking lot layout.

Mr. Frier said this Plan as done by Jeremy Alvord, an architect with Molzen Corbin. We tried today to get everyone who is a user to come by and give comments. We have a couple of challenges here. The most important thing was to get the traffic loop. We would like Board input. We did not have good participation today from any tenants. It could be a bad day for people or we did not advertise as well as we should have. We are going to have an additional day. Those that came in said they wanted to think about it for awhile. We have more work to do to get the word out for people.

Mr. Baca said there were some solid comments. A passenger requested that we think about plug-ins for electric cars in long term and short term parking and covered where employee parking was and that kind of thing. We are going to leave the board up with the design and we have maps for interested people. They can write their comments down and leave them with us. We will submit them to Kent.

Chair Harris asked the rental cars will stay here until the expansion is done.

Mr. Baca said they will be moving. In order to get the curb and gutter as shown it will be too difficult for them to be in and out of their current location. Moving them now will get them used to being in their new spot as well. That was our thinking.

Chair Harris asked what is the paid parking space count.

Mr. Ortega said last month's minutes said between controlled and non controlled parking there was a total of 300 or 305. Of that 300 how many will be for rental cars.

Ms. Baca said rental cars will not occupy any of the parking. They will be in the overflow lot.

Ms. Wheeler asked what about rental car ready pick up and services.

Mr. Baca said it is for cars ready to be rented to meet the flights. We are working on that and having the rental car ready by Signature to open up more spots for revenue.

Ms. Wheeler said that seems better.

Chair Harris said he knows the self paid is not paved, but you will grade all this for drainage and make it as comfortable as you can for people walking.

Mr. Frier said we don't know how far our budget is going to take us. Lets say it is enough. The phasing of this is critical. It would be nice to build the outskirts to the east first and the central part in the loop second. We should continue to grade it so it is a decent place to park.

Chair Harris asked what is your total project budget.

Mr. Frier said $1.5 million. That is what the Legislature provided. His latest estimate is higher than that. It is around $1.6 million.

Mr. Hamilton said we should be paving both sides. It is crazy to have part paved and part not paved. He would be of a mind that the first thing we do out of the shoot needs to be something meaningful at the Airport and should be done right even if we have to borrow some money from the other pool.

Chair Harris said he tends to agree with you. He doesn't know if we can borrow from the other Legislative appropriation, but we can make the case. Are we going to fence this.

Mr. Frier said yes. The interior of the loop will be barricaded off somehow. The outskirts yes.

Mr. Egan said wouldn't you have to have the footprint down and squared off before doing the paving.

Mr. Frier said it would be nice, but we have not started doing the terminal design. What we have shown on the drawing is a north and south expansion. We are trying to fit that as best as we can with what we know right now.

Chair Harris said we don't have it exactly and there may be a bit of a modification, but he doesn't think we are getting out ahead of ourselves.

Mr. Frier said we have some room to wiggle as we go along. We still have some room to make some adjustments. We have not done construction drawings yet.

Mr. Frier introduced Jeremy Alvord.

Chair Harris said even in the conceptional phase you should be talking to Noel Correia at the City Parking Division to get his comments.

Mr. Frier said our electrical engineer was in touch with him. We will take care of him.

Chair Harris said Noel is a good problem solver and will have valuable comments.

Chair Harris said as a goal for the next meeting he would like to see a breakdown of the total budget and a schedule for the phases. Do you expect to go out to bid on this one.

Mr. Frier said it will need to be a bid project. If that is a possibility he is fine with that. It is State money so whatever is legal for the State procurement.

Ms. Wheeler said we lose three months to go out to bid.

Mr. Frier said we have not been able to meet with PNM yet. We are working on utility coordination here. They have a lot of facilities in the way here. The transformers are located near Gate 1 and are in the way of the loop road and we need to get that worked out with PNM for the budget and time wise.

Mr. Hamilton said when we eventually change the entry way to Jaguar Drive does this anticipate that.

Mr. Frier said it is worked in, but he has yet to see drawings of how that will be designed. We need to continue to work on getting those drawings. He knows there are alternatives, but we don't have them yet.

Mr. Ortega said this says closed gate on Gate 1 so that gate is going away. What is the proposed route for people going east.

Mr. Baca said using Gate 0 and going to the back.

Mr. Ortega asked will that road get improved.

Mr. Baca said yes. It may not get paved, but has millings.

Mr. Ortega said will that necessite people driving along the ramp to get there.

Mr. Baca said yes, we will paint the roadway to keep the people further north away from the aircraft and will have signage. The majority of the users use that currently so they are familiar with it.

Mr. Ortega asked is that improvement part of the budget.

Mr. Baca said no.

Mr. Hamilton asked is the self paid system the same system we have been using.

Mr. Baca said yes.

Mr. Hamilton said it is his belief that was a failed system. It seems problematic to him.

Mr. Baca said we will get with Noel and see if we can have an upgraded system.

Mr. Hamilton asked would we enforce it.

Mr. Baca said yes we will discuss that with the Parking Division.

Ms. Wheeler said they don't have enough staff to have them out here.

Mr. Baca said we may get our security guards certified to patrol the parking.

Mr. Ortega said the paid parking is controlled, but why not fence this off and treat it the same way.

Mr. Frier said the loop road goes right through the middle of the paid parking. To the east there is room there to add another gate to take a ticket and pay at another location. The question is if we have enough budget to do it. It could be done in the future.

Chair Harris said you really need to talk to Noel.

Mr. Baca said we are looking at the automated system that he is moving to. That is what we are hoping to get here so it will operate without manpower. It will be credit card parking.

Mr. Hamilton asked why wouldn't we start with a design that is our best bet regardless of money and do this thing right. Use the same system throughout, paving the whole thing and at least try for this. We do have infrastructure money. He would hate for us to be criticized with our first effort out here.

Mr. Baca said this is the input we need. This is why we are coming to you for advice as to how to proceed with this design. Kent can show what the ultimate would be if we can get the money and this is what we get if we don't.

Mr. Hamilton said at least there would be a choice.

Mr. Frier said it is our intent to design the whole thing.

Chair Harris said he likes Bud's approach. With a hard number a lot easier to ask for additional monies if we need it. Design the whole thing.

Mr. Frier said that is our intent.

Ms. Wheeler asked is the bypass lane really important.

Mr. Baca said for the public curb side we don't have enough space so if the curb side is full this gives the people an option. Rather than blocking other parking they can go through and come back around.

Ms. Wheeler said you still have a third lane of traffic that will be rolling.

Mr. Baca said currently all three lanes get blocked.

Chair Harris said we also need to think in terms of expansion. He thinks that is a good observation. He doesn't have the right answer. He doesn't know if it is necessary now, but with the expansion we may want to have it.

Mr. Frier said we have had those discussions and he agrees with you. We have looked at alternatives for that. Part of it is governed by the need for a landing. This bypass lane was strongly recommended by our architects.

Ms. Wheeler said we will have a detailed discussion about that.

Mr. Hamilton asked has there been a discussion on rates.

Mr. Baca said not at this time. He will discuss that with Noel.

Mr. Ortega said it seems the middle part will look really nice, but the other will look like a step child. Don't forget about accessibility. It is not accessible as it is now. As the design unfolds if this is a gravel lot it will not be ADA accessible.

Mr. Alvord said we will do the ADA spots we need with a concrete path back. We give them a spot and a route.

Chair Harris said it is good to see something. His reaction is that it is workable. Every project has budget constraints. Generally he favors what Bud said about design the whole thing and see what we can accomplish. He thinks we can find some money for that. Too often we end up doing half measures. Ms. Wheeler has a good point, but if we can accomplish the whole thing then we do need the bypass lane to provide good parking throughout.

Mr. Frier said there are some hard issues here that we need to clarify. We have some other soft issues that we need to resolve such as Air Traffic Controller parking. We can work those things out.

Chair Harris said the FBOs, there is a huge difference in parking between Signature and the Jet Center. He doesn't know what our leases say as to the space we are to provide.

Mr. Padilla said the leases are a bit uneven. We have leased the property to provide those spaces. Signature leases just the building and not the parking spaces currently. The Jet Center leases the spaces, Signature does not.

Chair Harris said we need to drop back and get those spaces under a lease. The spaces you are entitled to, does this design meet that.

Mr. Padilla said we have asked for a digital copy of this so we can design our space and get that back to you.

Mr. Frier said if we are dealing with FAA money we cannot use that money to improve leased areas. If we use the appropriations money for parking he does not know what the rules are with that. We will have to look at if there are any restrictions on that.

Ms. Wheeler said we can do it, but we have to modify the lease to get proper compensation for the money spent.

Mr. Frier said Troy is willing to work with us.

Mr. Padilla said when it comes to PNM we are delayed by PNM on our project due to moving a pole. Keep that in mind. They have several poles and transformers to move. We have to pay for that.

Ms. Wheeler said we will have to pay for the move as well.

Mr. Hamilton asked do you have a sense for, given our current traffic pattern, if can we accommodate all our needs for parking with the current traffic patterns.

Mr. Baca said yes.

Mr. Hamilton said if we are bringing in two or more flights will we have the capacity to park people.

Mr. Baca said no. He is going to grade the far east and add some millings for spaces. That will give us an additional 45 parking spots.

Mr. Hamilton said we need to think about this before we try to expand service here. We need to be able to park people.

Mr. Frier said you make a good point. We should think about the future as well. There are not good models out there for airport parking. A lot of it is from what we observe here.

Mr. Hamilton said if we raise parking rates a bit higher we could reduce the demand for parking.

Mr. Frier said that is what happened at the Sunport. They raised their rates really high and encouraged the outside private parking areas and it works.

Chair Harris said you will give us an update next month with tighter numbers, design and schedule. We will continue to talk about obstacles and you will talk to Noel.

Mr. Baca said feel free to talk to one of us and give us comments and your thoughts on a piece of paper. We will forward it on to Molzen for next month's presentation.

Chair Harris said thank you Kent and Jeremy.

C. RWY 10-28/15-33 PROJECT UPDATE
Mark Baca

Mr. Baca said we successfully put out a bid and are in the process of awarding the contract to Mountain States to do the work. We will bring the contract forward at the next meeting to start the process.

Chair Harris asked what is the approximate amount.

Mr. Frier said the bid was $1.081 million and the budget was $1.1 million.

Mr. Baca said we will be doing seal coating and restripeing on 15-33 as well.

Chair Harris asked do you think you can kick it off in September.

Ms. Wheeler said October.

Mr. Frier said Mountain States would probably try to get it done even starting in October. We would want to put off the surface seal until spring time.

Chair Harris said he will look at the committee schedule. We could schedule a special meeting if we need to. It is the Boards responsibility to review capital projects. We should review it and address it.

Chair Harris asked if everyone was willing to have a special meeting.

The Board members agreed that they were willing to have a special meeting if necessary.

Chair Harris asked Ms. Wheeler to look at the schedules and get back to him tomorrow with a suggested date for a special meeting. We will call a special meting no

more than two weeks out.

D. UPDATE REPORT

Mr. Baca reported that they replaced Tuesday with Bobbi Huseman who will start next week. We are super excited about that. She has experience with the Airport and great administrative experience.

Mr. Hamilton asked could she come to the special meeting.

Ms. Baca said yes.

Chair Harris said that is good news for the Airport.

Mr. Baca said John has been in negotiations with Black Cab Company to get the later flights taken care of. He has successfully negotiated a ride share program for late night flights. They will have vehicles out here meeting the late flight. The owner has agreed to wait until that last passenger is ready and will make sure no one is left out. It is in legal right now. They are already starting to do it.

Chair Harris said that is good news.

Mr. Baca said we are working on a pavement emergency PO for stripping for runway work. We got dinged pretty bad with FAA. They wanted to see it done a lot quicker. In order to stay in compliance and avoid fines we are moving up that project. A new financial program has rolled out for Finance. We are getting trained. Bobbie will help us with that process. Also the contract for Molzen Corbin did pass the Governing Body and they approved the eight major task orders we had and we are working on POs for that to start paying Kent. We have talked to Chair Harris about involvement with the terminal design. If you want to do that and have ideas let us know.

Ms. Wheeler said we are meeting with Peter Brill at the end of the month.

Mr. Baca said we have successfully posted our Airport Project Administrator position. Regina is actively talking with some people and hopefully they apply.

Mr. Ortega asked is that a new position.

Mr. Baca said yes, this year. Their focus will be the terminal and parking lot. That will really help things move along. It closes at the end of the month. We have held coordination meetings with the Northern New Mexico Air Alliance and are getting everyone on the same page.

Mr. Baca said so far to date, from January to now, we are at 115,300

inplanements compared to last year which was 115,700 inplanements for the full year. We are going to exceed that. We are killing it. It is very surprising. John has been working with Regina and DOT to have the Airport signs installed on 599 and I-25. That will be done within the next month or two.

Chair Harris said thank you Alliance for our welcome signs.

Mr. Baca said he will be doing this kind of report monthly.

Chair Harris said having a report from the Airport Manger to keep us posted is extremely useful.

Mr. Baca said he plans on including budget numbers as well.

Mr. Egan asked would it be possible to send him the parking lot drawing electrically.

Mr. Baca said yes.

Mr. Egan asked are we collecting PFCs.

Mr. Baca said not at this time. It is an approved task order and we will be working on that and looking at the landing fees capture. It is a process. We will have more on that next month.

Mr. Egan asked how far back can we go in collecting PFCs.

Mr. Frier said five years. You can't go back and charge the PFCs, but can use them to reimburse you for your share of previous grants completed.

Chair Harris said thank you Mark.

E. TERMINAL CAPACITY

Mr. Hamilton said a group of folks are going to see United. Stuart sent out a copy of his beautiful sales pitch. If we make the sale, can we deliver. He doesn't want to create ill will with the airline. If we go up there and make the pitch and they want to add a flight or two is there anything we can do here in the interim to accommodate more traffic.

Mr. Baca said not quickly. The only option we have is the café area.

Ms. Wheeler said she thinks we should do it and put in nice vending machines and get rid off the café. Would that be enough for another flight.

Mr. Baca said it would add 50 to 60 seats in the waiting are. If Untied added a flight that is 50 more bodies. If it was a larger flight 80 bodies. We could add a flight for 50 bodies. The timeline would depend on the permitting and construction. We could tell them we could get there.

Mr. Kirk said he thinks that the important thing is to maintain close communications with the airlines. It is unlikely they would want to start a new flight in the next quarter. The would have a lot of work to do on their end. They have a lot to consider. We are making progress with John going with us. They want to know what is going on here and we want to know what they think about the Santa Fe market and how it fits into their plans. We talked to Delta today about the high end of what they are thinking about. We are keeping sides informed on how things are going.

Chair Harris said that is the best we can do at this time. He hates to lose the bit of food service we have. He would rather look at enclosing the courtyard area.

Mr. Baca said that gets into the building restriction lines.

Chair Harris said so that is probably not a real option.

Mr. Hamilton said he thinks when we start the conversation we need to set an objective for the meeting up front.

Ms. Kirk said we have in our communication that we have limitations right now. Part of the reason John is going is to talk about plans and capabilities. If they had a desire to set up a flight in six months to LA that is something we would want to be thinking about.

Mr. Egan said we could think about spreading out the flights more so that it works for everyone.

Chair Harris said that is a good point.

Chair Harris said please do report back to us on your meeting at our next meeting.

Chair Harris said he and Regina would like to receive a copy of Stuart's sales pitch.

Mr. Egan said he had to leave the meeting. Thank you all. This was a good meeting.

F. TERMINAL FUNDING FROM FAA

Mr. Hamilton said he received an email from Mike Szczepanski on this subject and wanted to give Mike a chance to give this information to the Board.

Mr. Szczepanski said his general concern is lets design the right parking lot and make it a quality parking lot we are proud of. His concern is the terminal as well. It has been said many times in these meetings that there is no money for terminal work from the FAA. FAA just released their grant list. Florida airports got grants for their terminals as did several other cities. There are some large numbers coming in to them from the FAA for large terminal projects. Maybe it is too late at this point. He doesn't know why we would not be competitive as well. We could make a real terminal out of it.

Chair Harris said thank you. It would be interesting to know the scope of those grants. Clearly they are putting money into terminals according to the list. What is the process or criteria.

Mr. Frier said we have not been successful in negotiating with FAA for Santa Fe for a terminal. The FAA is fully aware of our terminal needs and they have not been interested in doing that. The recent Trump stimulus funded some terminals, but that was more due to Congressional pressure. He has heard that FAA still as another $500 million of stimulus funds that have not yet been distributed, but he has not gotten confirmation yet. There are extenuating circumstances here for sure. If we had PFCs in place they might look more favorably at terminal funding. Those cities are probably collecting their PFCs for that. The FAA thinks we need to fix our runways before we do anything else.

Mr. Baca said FAA is using the safety issue on runways and airfield infrastructure against us.

Mr. Hamilton asked when will we be at 100% on the airfield.

Mr. Baca said if we can get two funding opportunities this year it will be a couple of years.

Mr. Frier said Kim Harris is in charge of our CIP list at FAA and she is the one who told him there was no way they would fund a terminal, but we will ask her what they say when others get terminal funding and Santa Fe is not. What will it take for Santa Fe to qualify. We get $1 million a year in entitlement money. What do we want. A terminal or runways. There is always something else that comes up. We will ask them what we have to do to qualify for terminal money.

Ms. Wheeler said she wonders if we should get some Congressional influence going on.

Mr. Frier sais there were three airports in New Mexico who put pressure on the Congressional offices and that is how you got your taxiway funded. It would be next years funding we might be able to influence. It would be worthwhile to talk to our Congressional leaders about the terminal.

Chair Harris said thanks Michael for that.

7. PUBLIC INVITED TO BE HEARD

Mr. Szczepanski said Mike Mooney's airplane crashed here and is still out there.

Mr. Baca said we are trying to get the family of the pilot to release it. We can't move it and discard it until they release it.

Ms. Wheeler said lets talk to Mike Prinz about that.

Chair Harris agreed.

8. REQUEST FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS

Chair Harris said Molzen Corbin will give us more detail. We will have a discussion about the terminal task order and what the schedule looks like.

Mr. Ortega said he is curious to hear from Mark next month about the two or three other things that have been on the radar for several years. We were told the airport was not fully staff so it has not been addressed. Now we are getting staffed. Those issues included the leases, tie downs and an RFP for the rental car companies.

Ms. Wheeler said Bobbie will be on that.

Mr. Ortega said we can start working on cleaning up those messes. She knows the needs and is familiar with the process.

Chair Harris said Mike Prinz mentioned that the Airport Security Program was approved. Maybe David Silver can provide us with an update on that at the next meeting. Also the minimum standards work He would like an update on those two initiatives.

Mr. Hamilton said with Regina's agreement he would like to get an update on the strategic plan on the agenda. We have a lot of things on that agenda. When we have the special meeting will that be a quick meeting or can we do a couple of these other things.

Chair Harris said he will think about that and see what staff has been able to do.

Mr. Frier said you ought to be bugging him about PFCs.

Chair Harris said we will have a brief report from Stuart at the next meeting and an update from Kent on the passenger facility charges.

9. NEXT MEETING
AUGUST 8, 2019

10. ADJOURN

There being no further business before the Board the meeting adjourned at 5:50 pm.

Councilor Michael Harris, Chair

Elizabeth Martin, Stenographer