



Agenda

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**AIRPORT ADVISORY BOARD
MEETING
SANTA FE MUNICIPAL AIRPORT
TERMINAL BUILDING
121 AVIATION DRIVE
THURSDAY, FEBRUARY 3, 2011
4:00 PM**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF JANUARY 6, 2011 MINUTES
5. REPORT ON F-111 PAINT PROJECT – ROBERT TALARCZYK
6. REQUEST FOR APPROVAL OF LEASE AGREEMENT WITH WHISKEY GOLF, LTD PARTNERSHIP
7. REQUEST FOR APPROVAL OF AMENDMENT #1 TO LEASE AGREEMENT WITH CIELO AZUL DE SANTA FE, LLC
8. AIRPORT REVIEW:
 - SANTA FE AIRPORT MONTHLY/YEAR TO DATE REPORT
 - AIRPORT ACTIVITY REPORT
 - NOISE COMPLAINTS YEAR TO DATE
 - MONTHLY REVENUE REPORT
9. ITEMS FROM THE FLOOR
10. ITEMS FROM THE BOARD.
11. ITEMS TO BE DISCUSSED AT THE MARCH 3, 2011 AIRPORT ADVISORY BOARD MEETING.
12. ADJOURN

***REMINDER; ALL PRESENTATION ITEMS BE LIMITED TO 5 MINUTES**

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

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AIRPORT ADVISORY BOARD

February 3, 2011

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MINUTES OF THE
CITY OF SANTA FE
AIRPORT ADVISORY BOARD MEETING
February 3, 2011

CALL TO ORDER

A regular meeting of the City of Santa Fe Airport Advisory Board was called to order by Carolyn Cook, Chair at 4:00 p.m. on this date at the Santa Fe Municipal Airport Terminal Building, 121 Aviation Drive, Santa Fe, New Mexico.

ROLL CALL

Roll call indicated the presence of a quorum for conducting official business as follows:

MEMBERS PRESENT:

Carolyn Cook, Chair
Richard Allison, Vice Chair
Elizabeth Hunke
Bill Sauter
William Schmitt
Bob Talarczyk

MEMBERS ABSENT:

Philip A. Sweeney, excused

OTHERS PRESENT:

Jim Montman, Aviation Division Director

APPROVAL OF AGENDA

Mr. Montman amended the agenda – (Items 6 and 7-Request for Approval of Lease Agreement with Whiskey Golf, LTD Partnership; and Request for Approval of Amendment #1 to Lease Agreement with Cielo Azul de Santa Fe, LLC) were changed to be Discussion Only.

Upon a motion by Mr. Allison, second by Mr. Sauter, members voted unanimously to approve the agenda as amended.

APPROVAL OF JANUARY 6, 2011 MINUTES:

The following changes were made to the Minutes of the January 6, 2011 meeting:

Page 4, 4th paragraph, 1st sentence was changed to read: *“Mr. Montman said that the Airport has to do an **Emergency Plan Exercise** as required for being a Part 139 Airport.”*

Page 4, 4th paragraph, last sentence was changed to read: *“If people are interested in participating in the exercise, they can contact **Therese** Prada who is the point of contact for the exercise.”*

Pages 3, 6th paragraph, last sentence, the words “(to ensure they get forwarded to the FAA)”, were deleted.

Page 5, 3rd paragraph was changed to read: *“Mr. Montman concluded his report noting that the budget does not reflect \$52,000 in deposits because they did not get posted in time for the report.”*

Upon a motion by Mr. Sauter second by Mr. Allison members voted unanimously to approve the Minutes of January 6, 2011 as amended.

REPORT ON F-111 PAINT PROJECT-ROBERT TALARCZYK

Mr. Talarczyk reported that the project is on hold until there is warmer weather.

Chair Cook asked the Board to think of some ideas to fund the sign and a special decal for the F-111 aircraft. She offered to check with the General Manager (Troy) of the Air Center to see if he would be willing to provide funding. She will report back to the Board.

DISCUSSION OF LEASE AGREEMENT WITH WHISKEY GOLF, LTD PARTNERSHIP

Mr. Montman said he was hoping to have the paperwork ready; however, he was unable to. He explained that Whiskey Golf, LTD Partnership wants to lease 1.5 lots next to Thornburg's lot. They will do the surveys and appraisals.

Mr. Montman will bring the Lease Agreement to the Board for review and approval when it is complete.

DISCUSSION OF AMENDMENT #1 TO LEASE AGREEMENT WITH CIELO AZUL DE SANTA FE, LLC

Mr. Montman explained that an amendment will be done to the Lease Agreement with Cielo Azul de Santa Fe, LLC and he will bring the Amendment to the Board for review and approval when it is complete.

AIRPORT REVIEW BY THE DIRECTOR

Memorandum dated January 21, 2011 to the Airport Advisory Board from Jim Montman; Aviation Division Director was distributed and reviewed.

[A copy is incorporated to these Minutes as Exhibit "A".]

Mr. Montman reported that the Stenographer issue; and having quarterly meetings, that was discussed at the prior Board meeting is off the table. He explained that the amount of benefits of having public meetings on a regular basis; and having somebody to record what occurred at the meetings, versus saving the \$1800 to pay for stenography services, outweighs eliminating the stenography services.

Mr. Montman reported that American Eagle's new flight starts in April and it will be expanded through November.

Mr. Montman gave an update on TSA noting that the work for the new x-ray machine has started.

Mr. Montman reported that the radar project is progressing well and should be done by the end of April.

Mr. Montman said that some grant money was released last week. The Airport has done the last purchase order for the east apron project and should be reimbursed soon.

Mr. Montman gave an update on the Emergency Plan Exercise noting that there will be another meeting next week. The focus of the Exercise will be mass casualties. The Exercise will be held on May 19th.

Mr. Montman reported that the Wildlife Hazard Assessment is progressing and wildlife surveys are presently being conducted.

Mr. Montman reported that the Taxiways A & C projects should be ready to go to bid by May. He noted that the crack repair and seal of Taxiways D & E and the north apron has been scheduled.

Mr. Montman mentioned that the State has agreed to give the Airport a grant for a new mower.

Mr. Montman noted that the Fire Department tour has been postponed due to inclement weather. The tour may be scheduled for the month of April.

Mr. Montman reported on operations noting that total operations are up by 1645 when compared to the prior year. The Airport ended the year with 79,849 operations, a difference of 10,140 operations when compared to the prior year.

Mr. Montman reported that there were three noise complaints in January.

Mr. Montman reported that the enplanements for the Airport (for 2011) are at 2608, compared to 2488 at this time in the prior year. He noted that the Airport had the highest amount of enplanements last year, which was the best year that the Airport has had.

Mr. Montman concluded his report noting that the budget reflects some large payments that were posted in January - this is why the number is larger than the prior month.

ITEMS FROM THE FLOOR

None presented.

ITEMS FROM THE BOARD

Mr. Allison asked if the Airport has a plan for expansion of the Terminal Building.

Mr. Montman said yes, the Master Plan has two alternatives for the Terminal Building.

ITEMS TO BE DISCUSSED AT THE MARCH 3, 2011 AIRPORT ADVISORY BOARD MEETING

None presented.

ADJOURNMENT

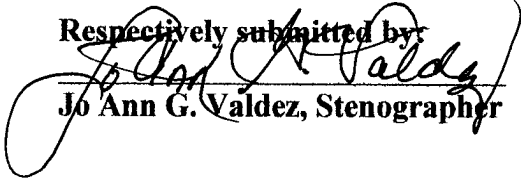
The next meeting of the Board will be held on March 3, 2011.

There being no further business to come before the Board, Mr. Allison made a motion to adjourn the meeting, second by Mr. Sauter, the meeting was adjourned at 5:30 p.m.

Approved by:

Carolyn Cook, Chair

Respectively submitted by:



Jo Ann G. Valdez, Stenographer