



Agenda

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

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF FEBRUARY 3, 2011 MINUTES
5. REPORT ON F-111 PAINT PROJECT – ROBERT TALARCZYK
6. REQUEST FOR APPROVAL OF AMENMENT ONE TO CONTRACT WITH ASI SECURITY LLC.
7. REQUEST FOR APPROVAL OF LEASE AGREEMENT WITH WHISKEY GOLF, LTD PARTNERSHIP
8. REQUEST FOR APPROVAL OF AMENDMENT #1 TO LEASE AGREEMENT WITH CIELO AZUL DE SANTA FE, LLC
9. DISCUSSION ON REQUIREMENT FOR MARKING POWER POLES AND LINES ALONG PASEO REAL
10. AIRPORT REVIEW AND ASSOCIATED REPORTS:
 - AIRPORT ACTIVITY REVIEW
 - ATC TRAFFIC OPERATIONS/COUNTS REPORT
 - AIRPORT NOISE COMPLAINTS REPORT
 - AIRLINE ENPLANEMENT/DEPLANEMENT REPORT
 - MONTHLY AIRPORT REVENUE REPORT
11. ITEMS FROM THE FLOOR
12. ITEMS FROM THE BOARD.
13. ITEMS TO BE DISCUSSED AT THE APRIL 7, 2011 AIRPORT ADVISORY BOARD MEETING.
14. ADJOURN

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

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INDEX OF MINUTES

AIRPORT ADVISORY BOARD

March 3, 2011

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE(S)</u>
CALL TO ORDER		1
ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved [as amended]	1
APPROVAL OF MINUTES February 3, 2011	Approved [as amended]	2
REPORT ON F-111 PAINT PROJECT-ROBERT TALARCZYK		2
REQUEST FOR APPROVAL OF AMENDMENT ONE TO CONTRACT WITH ASI SECURITY, LLC	Approved	2-3
REQUEST FOR APPROVAL OF LEASE AGREEMENT WITH WHISKEY GOLF, LTD PARTNERSHIP	Postponed	3
REQUEST FOR APPROVAL OF AMENDMENT #1 TO LEASE AGREEMENT WITH CIELO AZUL DE SANTA FE, LLC	Postponed	3
DISCUSSION ON REQUIREMENT FOR MARKING POWER POLES AND LINES ALONG PASEO REAL	Informational	3
AIRPORT REVIEW: SANTA FE AIRPORT MONTHLY/YEAR TO DATE REPORT AIRPORT ACTIVITY REPORT NOISE COMPLAINTS YEAR TO DATE MONTHLY REVENUE REPORT	Informational	3-5
ITEMS FROM THE FLOOR		5
ITEMS FROM THE BOARD	Motion passed	5-6
ITEMS TO BE DISCUSSED AT THE APRIL 7, 2011 AIRPORT ADVISORY BOARD MEETING	None presented	6
ADJOURNMENT		6

MINUTES OF THE
CITY OF SANTA FE
AIRPORT ADVISORY BOARD MEETING
March 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
Philip A. Sweeney
Bob Talarczyk

MEMBERS ABSENT:

None

OTHERS PRESENT:

Bill Aneshensel, Aviation Association
Jim Montman, Aviation Division Director
Jo Ann G. Valdez, Stenographer

APPROVAL OF AGENDA

Mr. Montman amended the agenda (Items 7 and 8-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 postponed until the next meeting.

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

APPROVAL OF FEBRUARY 3, 2011 MINUTES:

The following change was made to the Minutes of the February 3, 2011 meeting:

Page 3, 6th paragraph was changed to read: *“Mr. Montman reported that the radar project is progressing well and **the construction phase** should be done by the end of April.”*

Upon a motion by Ms. Hunke, second by Mr. Sauter members voted unanimously to approve the Minutes of February 3, 2011 as amended.

REPORT ON F-111 PAINT PROJECT-ROBERT TALARCZYK

Mr. Talarczyk reported that the Air Force was going to prime the aircraft for painting but the wind picked up, therefore this was cancelled. However, they have cleaned, prepped and masked the aircraft to prepare it for painting.

Chair Cook spoke about a fundraiser to raise money to pay for the decal for the F-111 aircraft. The cost of the decal is \$350.00. She noted that Troy would pay for a barbecue that could start at 11:30 a.m. so that the workers at the Airport could attend. The charge for the barbecue would be \$5.00 a person. The hope is that they will raise enough money to pay for the decal. If they do not raise the \$350.00 for the decal, Troy has offered to pay for the rest. The date of the barbecue/fundraiser is tentatively scheduled for April 15th or April 22nd.

Chair Cook offered to check with the Aviation Association to see if they would be interested in funding the sign for the F-111 aircraft.

REQUEST FOR APPROVAL OF AMENDMENT ONE TO CONTRACT WITH ASI SECURITY, LLC

[Copies of the Agreement are incorporated to these Minutes as Exhibit “A”.]

The City of Santa Fe entered into a PSA with ASI of New Mexico LLC in March 2010 for the purpose of providing security services for the Airport. A large portion of these services are provided at the screening checkpoint in the terminal building and are mandated by the federal government. The original agreement was for one year, with three additional option years.

The proposed first amendment to the PSA (attached) is required to extend the contract for the second option. The contract provides for the maximum of \$64,472.86 for the first year, plus a \$10,000 contingency provision. The contract terms remain the same for this second year. The contract amount remains the same as last year so the amendment provides for an additional \$64,472.86 maximum, increasing the total contract to a maximum of \$128,945.72 plus \$10,000 contingency provision as planned. Actual costs

vary depending on the airline schedule during the year. American Eagle Airline is charged for security services required to be provided for their operation. The Airport pays for the remainder of the contract costs, approximately 33%.

Mr. Montman said that the Amendment has gone before the Finance Committee, Public Works Committee and will go before City Council next week.

Mr. Montman requested approval of Amendment #1 to the Professional Services Agreement between the City of Santa Fe and ASI of New Mexico LLC dated March 31, 2010. He noted that ASI of New Mexico LLC has performed exceptionally well under the current contract, and recommends that the contract be approved for the second year option.

Mr. Allison moved to approve Amendment One to the Contract with ASI Security LLC, as written. Ms. Hunke seconded the motion, which passed unanimously by voice vote.

REQUEST FOR APPROVAL OF LEASE AGREEMENT WITH WHISKEY GOLF, LTD PARTNERSHIP

This agenda item was postponed until the next meeting.

REQUEST FOR APPROVAL OF AMENDMENT #1 TO LEASE AGREEMENT WITH CIELO AZUL DE SANTA FE, LLC

This agenda item was also postponed until the next meeting.

DISCUSSION ON REQUIREMENT FOR MARKING POWER POLES AND LINES ALONG PASEO REAL

Mr. Montman said that he recently received a question about marking the power poles and lines along Paseo Real. He explained the requirement for marking power poles and lines along Paseo Real. He said the way it stands presently, the design meets all the criteria. He noted that PNM is willing to consider placing "orange balls" on the power lines along Paseo Real. Mr. Montman offered to let the Board know how this goes.

AIRPORT REVIEW BY THE DIRECTOR

Memorandum dated February 18, 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 "B".]

Mr. Montman reported that the National Guard project is moving along.

Mr. Montman reported that the Part 139 inspection is scheduled for April 4th.

Mr. Montman said that they will be painting the Runway 220 centerline and the remaining centerline on Taxiway Alpha starting next Monday.

Mr. Montman noted that the City is presently starting the budget process. The Airport is projecting that revenues will be up approximately \$160,000.

Mr. Montman reported that American Eagle has announced a fifth flight, which will be the fourth flight to Dallas, Fort Worth starting July 2nd to August 22nd.

Mr. Montman gave an update on TSA noting that Phase 1, which is establishing all the wiring and moving things in the screening area to accommodate the new x-ray machine - is complete. They are now waiting for the new x-ray machine to install it.

Mr. Montman reported that the rotary joint for the radar project will be installed in the next couple of weeks and the antenna should be up hopefully by the next meeting.

Mr. Allison asked if they want to have some kind of announcement or ceremony when the radar project is complete.

In response, Mr. Montman said this is a good idea and he will take a look at this.

Mr. Montman reported that the Airport is applying for a \$350,000 grant for a mower and for the Taxiway H and Runway 10-28 MIRL Project.

He noted that they had another meeting for the Emergency Exercise a week ago. The kick off for the Exercise will take place on May 19th at 9:00 a.m.

Mr. Montman reported that the Wildlife Hazard Assessment is ongoing. Two biologists were at the Airport last week for two days and did not find anything.

Mr. Montman gave an update on Taxiways A and C noting that the design for Taxiway C is complete. The bid for Taxiway A will go out in May. He mentioned that sometime between now and May they will be doing the crack repair and seal on Taxiways D and E. They will also do the north apron.

Mr. Montman noted that the FAA Conference for the Airport Managers throughout the five-state region will be held in Albuquerque on March 7-8, 2011. This is the first time that the Conference is held in New Mexico.

Mr. Montman reported on operations noting that the total operations are up by 1604, 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 five noise complaints in February.

Mr. Montman reported that the enplanements for the Airport (for 2011) are at 5136, an increase of 148 when compared to 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 Monthly Finance Report does not reflect \$53,000 in deposits because they did not get posted in time for the report.

ITEMS FROM THE FLOOR

Mr. Aneshensel is a member of the Aviation Association. He said there has been some interest with regards to extending the wireless network.

Mr. Montman said that the repeaters are already there and it may not be working properly. He will ask the City IT Department to check for the problem.

ITEMS FROM THE BOARD

Mr. Allison reported that he received an e-mail from John Terry, the Assistant City Attorney regarding an abandonment procedure for aircraft that are left at the Airport. Mr. Terry stated that there are multiple ways to get rid of an airplane from the Santa Fe Municipal Airport. Each method would be a derivative of the following procedure:

- 1) File a lawsuit to abandon the property. This is usually through a "Petition for Abandonment". The Petition will tell the Court what we want.
- 2) Serve notice of the lawsuit on the owner. Since the owner is out-of-state, but the property (airplane) is here, the City would request notice by mail and publication. After notice has been provided, regardless of actual service, the City would inform the Court of its attempts.
- 3) Assuming no one answers, the City would make a motion for default.
 - 3a) If there is an answer, then the City would assert claims to abandonment and the owner would assert any defenses.
- 4) Upon entry of default (failure to answer), the city will request and order that all grants, all rights, title and interest of the owner and the plane to the City.
 - 4a) The Court would award ownership of the plane to the City or the owner. Any order granting ownership to the owner would likely be contingent on payment of any costs or fees owed to the city and removal of the property by a prompt date certain. Failure to do so, would likely result in ownership deferring back to the City.
- 5) The Court Order grants ownership to the City and can be used to perfect title in the property if, or as necessary.
 - 5a) The plane would be removed by the owner or the City could dispose of it at its discretion and convenience.
- 6) If the plane is junk or inoperable, the City Attorney would get a "junk hauler" to get rid of it.

Mr. Sauter asked if there was a provision to sell the airplane, rather than junk it.

Mr. Montman said yes, the City could auction it.

Mr. Allison said that this could be a procedure that the Airport could follow.

Ms. Hunke made a motion that Mr. Allison go ahead and pursue this with the City Assistant Attorney. Mr. Sauter seconded the motion, which passed unanimously by voice vote.

ITEMS TO BE DISCUSSED AT THE APRIL 7, 2011 AIRPORT ADVISORY BOARD MEETING

None presented.

ADJOURNMENT

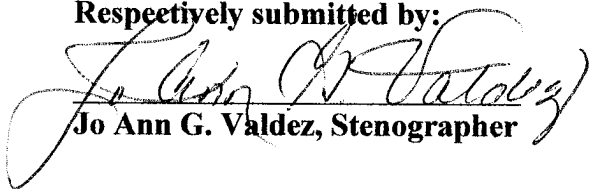
The next meeting of the Board will be held on April 7, 2011.

There being no further business to come before the Board, Mr. Allison made a motion to adjourn the meeting, second by Mr. Sweeney, the meeting was adjourned at 5:35 p.m.

Approved by:

Carolyn Cook, Chair

Respectively submitted by:


Jo Ann G. Valdez, Stenographer