



# Agenda

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**AIRPORT ADVISORY BOARD  
MEETING  
SANTA FE MUNICIPAL AIRPORT  
TERMINAL BUILDING  
121 AVIATION DRIVE  
THURSDAY, MAY 5, 2011  
4:00 PM**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF APRIL 7, 2011 MINUTES
5. REPORT ON F-111 PAINT PROJECT AND BBQ FUND RAISER- ROBERT TALARCZYK
6. FOLLOW UP ON REQUIREMENT FOR MARKING POWER POLES AND LINES ALONG PASEO REAL
7. 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
8. ITEMS FROM THE FLOOR
9. ITEMS FROM THE BOARD.
10. ITEMS TO BE DISCUSSED AT THE JUNE 2, 2011 AIRPORT ADVISORY BOARD MEETING.
11. ADJOURN

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

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## **INDEX OF MINUTES**

### **AIRPORT ADVISORY BOARD**

**May 5, 2011**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE(S)</u></b>
<b>CALL TO ORDER</b>		<b>1</b>
<b>ROLL CALL</b>	<b>Quorum</b>	<b>1</b>
<b>APPROVAL OF AGENDA</b>	<b>Approved</b>	<b>1</b>
<b>APPROVAL OF MINUTES</b> <b>April 7, 2011</b>	<b>Approved [as amended]</b>	<b>2</b>
<b>REPORT ON F-111 PAINT PROJECT AND BBQ FUNDRAISER</b> <b>-ROBERT TALARCZYK</b>	<b>Motion passed</b>	<b>2-3</b>
<b>FOLLOW UP ON REQUIREMENT FOR MARKING POWER POLES AND LINES</b> <b>ALONG PASEO REAL</b>	<b>Informational</b>	<b>3</b>
<b>AIRPORT REVIEW:</b> <b>SANTA FE AIRPORT MONTHLY/YEAR TO DATE REPORT</b> <b>AIRPORT ACTIVITY REPORT</b> <b>NOISE COMPLAINTS YEAR TO DATE</b> <b>MONTHLY REVENUE REPORT</b>	<b>Informational</b>	<b>3-4</b>
<b>ITEMS FROM THE FLOOR</b>		<b>4</b>
<b>ITEMS FROM THE BOARD</b>		<b>4</b>
<b>ITEMS TO BE DISCUSSED AT THE JUNE 2, 2011 AIRPORT ADVISORY</b> <b>BOARD MEETING</b>	<b>None presented</b>	<b>4</b>
<b>ADJOURNMENT</b>		<b>4</b>

**MINUTES OF THE**  
**CITY OF SANTA FE**  
**AIRPORT ADVISORY BOARD MEETING**  
**May 5, 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:**

Randy Getty, Alpine Outdoor Signs  
Angie Gonzales, Santa Fe Municipal Airport  
Jo Ann G. Valdez, Stenographer

**APPROVAL OF AGENDA**

Upon a motion by Mr. Allison, second by Ms. Hunke, members voted unanimously to approve the agenda as published

### **APPROVAL OF APRIL 7, 2011 MINUTES:**

The following change was made to the Minutes of the April 7, 2011 meeting:

Page 2, under Approval of Minutes: Mr. Hunke was changed to **Ms. Hunke**.

**Upon a motion by Mr. Sweeney, second by Mr. Schmitt members voted unanimously to approve the Minutes of April 7, 2011 as amended.**

### **REPORT ON F-111 PAINT PROJECT-BBQ FUNDRAISER -ROBERT TALARCZYK**

Mr. Talarczyk reported that the F111 Paint Project is complete. He mentioned that the Air Force (150<sup>th</sup> Wing unit) from Kirkland documented the project and they have 35 days of photography.

Mr. Talarczyk was commended for getting this project done.

A suggestion was made to present a "Muchas Gracias" award to the Air Force for completing the F111 paint project.

Mr. Talarczyk thinks that the grounds need as much attention as the plane does.

Chair Cook said possibly a landscaper could be brought in.

Ms. Hunke suggested that they consider putting buffalo grass and gravel in the area.

The Board briefly discussed the BBQ fundraiser for the F111 Aircraft. Ms. Gonzales noted that Lisa of the Airport Grill has offered to donate the food for the event. The BBQ is scheduled for May 20<sup>th</sup> starting at 11:30 a.m. The price for the meal will be \$5.00. Ms. Gonzales will put up some posters and fliers for the event.

#### **Sign for F111 Aircraft**

Chair Cook introduced Randy Getty of Alpine Outdoor Signs. Mr. Getty demonstrated a markup of the proposed sign for the F111 Aircraft. He said the stone prices range from \$250 and up and the stone will need to be mounted in the ground, at least 16 inches in cement. He explained that the lettering will be computer-etched on an aluminum plate that will go on the stone.

A portfolio of the signs that Mr. Getty has done was available for review.

Mr. Allison asked about the budget for the sign. Chair Cook said the Board will need to look for funding to pay for the sign. She noted that the Aviation Association has donated \$347 thus far.

**Mr. Sauter moved to go ahead with the project with a 5 x 6 sign on an aluminum plate at approximately \$2,000. Mr. Sweeney seconded the motion, which passed unanimously by voice vote.**

Mr. Getty will bring a rendering of what the sign will look like to the Board. The Board members will look for funding to pay for the project.

### **FOLLOW UP ON REQUIREMENT FOR MARKING POWER POLES AND LINES ALONG PASEO REAL**

Ms. Gonzales referred to an e-mail from Blake Forbes of PNM dated April 6, 2011. The email indicates that it will cost approximately \$3,000 to install the markers (red balls). PNM does not have any markers that will fit the size of wire; and therefore they will need to be ordered. They could take 12-14 weeks for delivery. PNM may also draft an agreement for the Airport to sign that states that PNM and the Airport agree that the marking is not due to FAA airspace requirements, but rather as requested by the Airport.

### **AIRPORT REVIEW BY THE DIRECTOR**

Memorandum dated April 25, 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".]

Ms. Gonzales said that there is nothing new to report for the airlines.

Ms. Gonzales gave an update on TSA noting that there has been no progress on the new x-ray machine.

She reported that the final inspection of the construction of the radar project is scheduled for next week.

Ms. Hunke asked when the radar is supposed to be up and running.

Ms. Gonzales said that the FAA has to do some testing; therefore it should be up and running in late Fall.

Ms. Gonzales said the grants that are in progress are on track.

Ms. Gonzales reported that the Emergency Exercise Planning Exercise is on track to happen on May 19<sup>th</sup>.

Ms. Gonzales reported that the project for Taxiways A & C is ready to go out for

bid. She said there is nothing new to report for the crack repair and seal for Taxiways D & E and north apron.

Ms. Gonzales reported that the next step for the Taxiway H and Runway 10-28 MIRL project is the Environmental Assessment.

Ms. Gonzales said that the Airport is waiting for the grant from the State for the new mower.

Ms. Gonzales reported on operations noting that the total operations are down by 958 operations, when compared to the prior year. This may be due to the cancellations because of wind.

Ms. Gonzales reported that there were no noise complaints in April.

Ms. Gonzales said the year-to-date enplanements and deplanements for American Eagle are 23,091.

Ms. Gonzales referred to the Monthly Finance Report noting that the report for the month of May will reflect the airline terminal rent payments that were recently received.

#### **ITEMS FROM THE FLOOR**

There were no items from the Floor.

#### **ITEMS FROM THE BOARD**

Mr. Allison reported that he spoke with Adrian Terry and he will start working on the paperwork for the abandoned plane that is on Airport property next week.

#### **ITEMS TO BE DISCUSSED AT THE JUNE 2, 2011 AIRPORT ADVISORY BOARD MEETING**

None presented.

#### **ADJOURNMENT**

The next meeting of the Board will be held on June 2, 2011.

There being no further business to come before the Board, Mr. Talarczyk made a motion to adjourn the meeting, second by Ms. Hunke, the meeting was adjourned at 5:10 p.m.

**Approved by:**

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**Carolyn Cook, Chair**

**Respectively submitted by:**

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**Jo Ann G. Valdez, Stenographer**