



Agenda

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**AIRPORT ADVISORY BOARD
MEETING
SANTA FE MUNICIPAL AIRPORT
TERMINAL BUILDING
121 AVIATION DRIVE
THURSDAY, JANUARY 5, 2012
4:00 PM**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF DECEMBER 1, 2011 MINUTES
5. 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
6. PRESENTATION BY BOARD MEMBER WILLIAM SCHMITT ON ATCT CONTRACT EMPLOYEE ISSUES – PART 2
7. ITEMS FROM THE FLOOR
8. ITEMS FROM THE BOARD.
9. ITEMS TO BE DISCUSSED AT THE FEBRUARY 2, 2012 AIRPORT ADVISORY BOARD MEETING.
10. 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

January 5, 2012

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MINUTES OF THE
CITY OF SANTA FE
AIRPORT ADVISORY BOARD MEETING

January 5, 2012

CALL TO ORDER

A regular meeting of the City of Santa Fe Airport Advisory Board was called to order by Richard Allison, Vice Chair at 4:02 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:

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

MEMBERS ABSENT:

Carolyn Cook, Chair, excused
Philip A. Sweeney, resigned

OTHERS PRESENT:

Bill Aneshensel, Aviation Association
Marc Coan
Kent Freier, Molzen-Corbin
Jim Montman, Aviation Division Director
Troy Padilla, Air Center
Jo Ann G. Valdez, Stenographer

Mr. Montman reported that Philip Sweeney has resigned from the Board effective today. [Copies of his resignation letter were distributed.] Mr. Montman will send a note to the Mayor and City Council of this. Interested candidates can contact Mr. Montman.

APPROVAL OF AGENDA

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

APPROVAL OF DECEMBER 1, 2011 MINUTES:

The following changes were made to the Minutes of the December 1, 2011 meeting:

Page 3, 3rd paragraph from the bottom, last words were changed to read: VASI (Visual Approach **Slope** Indicator).

Page 5, last paragraph, 4th sentence was changed to read: *“He said at most airports that he can get a visual on the beacon **at** 20 plus miles out.”*

Upon a motion by Mr. Schmitt, second by Mr. Talarczyk members voted unanimously to approve the Minutes of December 1, 2011 as amended.

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

Memorandum dated December 27, 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 Manager of American Eagle has left. He will be going back to Los Angeles. The Manager position will be advertised.

Mr. Montman noted that the lease for American Eagle expires on June 10, 2012. They are presently in negotiations and Mr. Montman intends to offer the same lease and terms to them.

Mr. Montman said there is nothing new to report for TSA.

Mr. Montman gave an update on the grants in progress noting that he is still working on a \$5,000 grant that can be used to pay for items for the air field, such as light bulbs, windsocks, etc.

Mr. Freier reported that the Wildlife Hazard Assessment is on track and should be wrapped up at the end of February. The Airport received the report for October.

Mr. Montman gave an update on the Taxiways A & C project noting that the weather has caused some construction problems. He noted that they will be opening Taxiway A on Friday.

Mr. Freier said they will be striping Taxiway C today and tomorrow. Taxiway C should be opened by the end of the week.

Mr. Montman reported that there has been no progress on the crack repair and seal of Taxiways D & E and the north apron.

Mr. Montman gave an update on the Tower Lease Agreement noting that there is an issue with the combo heater/cooler system in the Tower because FAA wants the Airport to replace it; however, FAA installed it and it is their equipment.

Mr. Montman reported that the Airport will be moving forward with designing signs for gate access and they are working on the language/wording for the signs.

Mr. Montman asked if anyone had an update on the New Mexico Pilots Association event.

In response, Mr. Aneshensel said there is nothing new to report.

At the prior Board meeting, Mr. Allison explained that he finds the rotating beacon to be substandard in that a pilot cannot get a visual on it until the aircraft is closer than 5 miles. He noted that there is a company that rebuilds these old types of rotating beacons for around \$12,000. He suggested that the Board discuss an upgrade to the rotating beacon. Today, Mr. Montman reported that the Airport replaced the light bulb in the meantime and he has not received any comments or complaints.

Mr. Montman said the Concorso group would like to use the Airport as a kick-off place for their event and this may be going on at the same time as the New Mexico Pilot Association Aviation Celebration. This would be an opportunity for the City and the Airport to get some publicity. Mr. Montman explained that this was only for informational purposes at this point in time.

Mr. Montman noted that he has been commissioned to write parking tickets on Airport property. He has only issued two tickets, which were tickets for parking in the ADA (handicap) zone and not displaying their placard.

Mr. Montman reported that the deicer continues to be a problem.

He mentioned that the Airport is also having some problems with the wireless network for the terminal but they have added a repeater and this should solve the problems.

Mr. Montman reported that they are installing a new tower thermostat and water cooler.

Mr. Montman noted that all the toilets in the Airport will be replaced with commercial cast iron grade.

Mr. Montman reported on operations noting that the Airport finished the year with 77,990 operations, a decrease of 1859 operations when compared to the prior year. Overall, operations were good for the year with the exception of a couple of months due to weather.

Mr. Montman reported that there were no noise complaints for the month of December.

Mr. Montman concluded his report noting that the monthly airport revenue report does not reflect approximately \$60,000 in revenue because it was not posted at the time this month's report was being prepared. Mr. Montman has not seen the year-end report as of yet.

PRESENTATION BY BOARD MEMBER WILLIAM SCHMITT ON ATCT CONTRACT EMPLOYEE ISSUES

Mr. Schmitt distributed copies of the draft letter regarding the safety issues concerning the Air Traffic Control Tower. A copy is hereby incorporated to these Minutes as Exhibit "B". Please see Exhibit "B" for the specifics.

Mr. Schmitt requested the Board's feedback on the draft letter and the following suggestions were given:

- Address the letter to the Director of the Southwest Region for FAA
- Add the word "Airport" after the words "Santa Fe Municipal" throughout the document.
- Typos and punctuation will be addressed after the meeting.
- Mr. Montman will forward his corrections to Mr. Schmitt.
- Mr. Montman noted that he distributed copies of a portion of the lease agreement between the Airport and ATCT - with regards to the installation of antennas, power cables, control cables, and other appurtenances. He referred to the language that states: *"The Government shall have the right to install, operate and maintain such cables, conduit, and wiring as necessary to link and connect its facilities to its emergency standby powerplant to be used in the event of commercial power failure to any of its facilities located on airport property."*

Mr. Schmitt moved that the Board send the letter out as soon as the edits are done. Mr. Sauter seconded the motion. The motion passed unanimously by voice vote. (The final copy of the letter will be circulated via e-mail before it is sent out and a copy will go to the Mayor, Councilor Calvert and Senators Bingaman and Udall.)

ITEMS FROM THE FLOOR

Mr. Troy Padilla noted that TSA is looking at leasing the building next to the Tower. They would like a long term lease and they may be working with them to come up with a lease.

Mr. Padilla mentioned that the Air Center's AV-gas tank is in need of replacement.

ITEMS FROM THE BOARD

Mr. Sauter referred to the article in the newspaper about the fact that the 50-passenger aircrafts are insufficient. He asked if this will affect the service at the Airport.

Mr. Montman said this service would just go away but he has not heard anything further, other than the article in the newspaper.

ITEMS TO BE DISCUSSED AT THE FEBRUARY 2, 2012 AIRPORT ADVISORY BOARD MEETING

None presented.

ADJOURNMENT

The next meeting of the Board will be held on February 2, 2012.

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 5:20 p.m.

Approved by:

Richard Allison, Vice Chair

Respectively submitted by:


Jo Ann G. Valdez, Stenographer

Airport Advisory Board Meeting:
January 5, 2012