



# Agenda

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**AIRPORT ADVISORY BOARD  
MEETING  
SANTA FE MUNICIPAL AIRPORT  
TERMINAL BUILDING  
121 AVIATION DRIVE  
THURSDAY, DECEMBER 1, 2011  
4:00 PM**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF NOVEMBER 3, 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
7. ITEMS FROM THE FLOOR
8. ITEMS FROM THE BOARD.
9. ITEMS TO BE DISCUSSED AT THE JANUARY 5, 2012 AIRPORT ADVISORY BOARD MEETING.
10. ADJOURN

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

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### **AIRPORT ADVISORY BOARD**

**December 1, 2011**

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<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>November 3, 2011</b>	<b>Approved [as amended]</b>	<b>2</b>
<b>AIRPORT REVIEW AND ASSOCIATED REPORTS:</b>		
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<b>ATC TRAFFIC OPERATIONS/COUNTS REPORT</b>		
<b>AIRPORT NOISE COMPLAINTS REPORT</b>		
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<b>PRESENTATION BY BOARD MEMBER WILLIAM SCHMITT ON ATCT CONTRACT EMPLOYEE ISSUES</b>		
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**MINUTES OF THE**  
**CITY OF SANTA FE**  
**AIRPORT ADVISORY BOARD MEETING**

**December 1, 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 4:02 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:**

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

**MEMBERS ABSENT:**

Bill Sauter, excused  
Philip A. Sweeney, excused

**OTHERS PRESENT:**

Bill Aneshensel, Aviation Association  
Jim Montman, Aviation Division Director  
Travis Zoda, Delta Airport Consultants  
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 NOVEMBER 3, 2011 MINUTES:**

The following changes were made to the Minutes of the November 3, 2011 meeting:

Page 2, 3<sup>rd</sup> paragraph from the bottom, Mr. Kreier was changed to read: Mr. Freier

Page 3, 4<sup>th</sup> paragraph was changed to read: *“Mr. Montman noted that the power line markers have been installed.”*

**Upon a motion by Mr. Allison, second by Ms. Hunke members voted unanimously to approve the Minutes of November 3, 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 November 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 “A”.]

Mr. Montman reported that the request for the NMARNG AASF renovation project was approved by City Council.

He noted that the lease transfer from American Eagle to American Airlines was also approved.

Mr. Montman distributed copies of a letter from American Airlines/American Eagle regarding the filing for reorganization under Chapter 11 of the U.S. Bankruptcy Code. American Airlines and American Eagle state they took a necessary and responsible step to secure the future success of the company by filing for reorganization. The Chapter 11 process allows them to continue normal business operations while they restructure their debt, costs and other obligations, and gives them more flexibility to address these matters while preserving the fundamental value of their business and operations.

Mr. Montman noted that he sent a copy of the letter to the Mayor.

Mr. Montman explained that there are no big changes or impact to the Airport as a result of the filing. American Airlines and American Eagle are conducting normal business operations, without interruption, throughout the 250 cities and more than 50 countries and territories that they serve, and will continue to conduct business as usual throughout the reorganization process.

Mr. Montman reported that the TSA inspection was conducted and it went well. A small change was made to the Security Plan provisions regarding badges.

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. Talarczyk asked how often the windsocks are changed.

Mr. Montman said about every six months.

Mr. Montman said in the next six months, all the submittals for FAA reimbursements for projects will have to be done electronically. He explained that the City's infrastructure is not set up to do this.

Mr. Montman reported that the Wildlife Hazard Assessment is on track and there is nothing new to report.

Mr. Montman gave an update on the Taxiways A & C project noting that there have been a number of issues with the surveyors who surveyed the asphalt. There have also been a number of problems with incursions.

Mr. Montman noted that the crack repair and seal of Taxiways D & E and the north apron cannot get done due to the weather.

Mr. Montman said there is nothing new to report on the Tower Lease Agreement.

Mr. Montman reported that the Airport will be moving forward with designing signs for gate access.

Mr. Montman distributed copies of the response to the New Mexico Pilots Association regarding the New Mexico Centennial Aviation Celebration. Please see Exhibit "B" for the details.

Mr. Aneshensel said it would be several weeks before they have a finalized plan on the dates for the celebration. He said they plan to do an open house the following Friday.

Mr. Montman reported that a flight check was conducted yesterday for the GPS approaches – the VASI (Visual Approach Slight Indicator).

Mr. Montman said he did not have an ATC traffic operations count report today because Bob Wood is on leave.

He noted that there was one noise complaint in the month of November.

Mr. Montman reported the airline enplanements/deplanements through November were 40,700, which is an increase of 296 when compared to the prior year; and last year the Airport had the highest enplanement numbers they have ever had.

## **PRESENTATION BY BOARD MEMBER WILLIAM SCHMITT ON ATCT CONTRACT EMPLOYEE ISSUES**

Mr. Schmitt distributed a handout regarding the problems with the tower. A copy is hereby incorporated to these Minutes as Exhibit "C". Please see Exhibit "C" for the specifics.

Mr. Schmitt said Bob Wood; the Air Traffic Manager who oversees the tower operations showed him around the tower in August and explained how the tower operates. Mr. Wood noted that there were some equipment problems; Mr. Schmitt relayed these issues to Chair Cook and she asked him to look into these issues and they thought it would be good for the Board to be aware of the problems.

Mr. Schmitt explained the problems with the tower equipment, the various safety issues that exist because of the problems; and communication and authority issues that contribute to the problems.

Mr. Schmitt said all his information comes from his conversations with Bob Wood. Bob Wood cited a couple of reports that support his position. One report is an inspection report done by Maxine Pacheco of the National Weather Service in Albuquerque. Ms. Pacheco rated the Santa Fe tower as "unsatisfactory" because the control tower does not have a back up weather system in the event that the Automated Surface Observation System (ASOS) fails. This is a safety issue and the safety of the work environment is a concern for the air controllers if there is a loss of power in the tower during the summer when the tower can reach temperatures of 100 to 120 degrees, or fall to 50 degrees or lower during the winter. Mr. Schmitt said a working emergency back-up generator would resolve these issues.

He said the Airport lacks a working emergency back-up generator that can be used in the event of a power failure to power tower equipment and facility heating and air conditioning equipment.

Mr. Schmitt said if the ASOS is out of service, the tower does not have a working electronic device to measure wind direction and speed and relies on wind socks to determine these. Knowing the wind direction and speed is important for both takeoffs and landings.

He said having precise weather data of runway conditions is important for another reason as well. Pilots must know the density altitude in order to determine whether their aircraft can safely take off. Density Altitude is determined by a couple of factors: temperature and dew point. He noted that the piece of equipment used to measure

temperature and dew point in the absence of the ASOS is a hygrothermometer. The hygrothermometer has not worked in over 14 years. A lightning strike burned out the backup wind speed/direction indicators approximately 12 years ago. The altimeter in the tower has not been certified for 4-5 years.

Mr. Schmitt said a mini weather station or uncertified ASOS, such as used at non-controller airports would resolve the backup weather equipment issues. Depending upon the system, this could cost between \$2,000 and \$10,000.

Mr. Schmitt said having an existing unused natural gas generator behind the Airport Restaurant that could be used as the emergency backup generator for the tower heating and air conditioning would resolve the heating and air conditioning issues in the tower. He mentioned that a new generator would cost approximately \$10,000.

Mr. Montman noted that this is all FAA equipment.

Mr. Schmitt said the FAA is not under any legal obligation to provide an emergency back-up generator at the Santa Fe Municipal Airport because it is not an approach-control facility and because it was already a commissioned tower when contracted to Robinson Aviation in 1996.

Mr. Montman suggested that the Board write a letter to the Director of the Southwest Region of FAA.

Mr. Schmitt offered to draft the letter and circulate it to the members for their review, and possible input.

**Mr. Allison moved that Mr. Schmitt draft a letter to the Director of the Southwest Region of FAA. Mr. Talarczyk seconded the motion. The motion passed unanimously by voice vote.**

## **ITEMS FROM THE FLOOR**

There were no items from the floor.

## **ITEMS FROM THE BOARD**

Mr. Allison said since the Airport now has close to positive cash flow and a million dollar discretionary grant coming from the FAA, he would like the Board to discuss an upgrade to the rotating beacon. As a pilot, he finds the rotating beacon substandard in that a pilot cannot get a visual on it until the aircraft is closer than 5 miles. He has flown in at night from Phoenix or Tucson and cannot get a visual at La Bajada. He said at most airports that he can get a visual on; the beacon is 20 plus miles out. He noted that he checked a few years back and there was a company that rebuilds these old type rotating beacons for around \$12,000. The beacon would look the same, but the "guts" are replaced

with a much brighter bulb. Mr. Allison thinks that this would be a good safety investment that could be funded with the million dollar grant money.

Ms. Hunke agreed that this would be worthwhile.

In response, Mr. Montman said the FAA has to agree to fund it. He noted that the Airport does not have a positive cash flow. He explained that the last time he heard a complaint about the rotating beacon, he had it checked and it was a light bulb. They replaced the light bulb and he did not hear any comments after that. He offered to have the bulb checked again.

Mr. Allison said the State Aviation Division could be a possible funding source.

Mr. Montman said the state match is different than the federal match (at 50%). He offered to see what he could do about this and report back at the next meeting.

Chair Cook noted that Mr. Montman gave a report at the Aviation Association at their last meeting in November and he gave a very good report.

#### **ITEMS TO BE DISCUSSED AT THE JANUARY 5, 2012 AIRPORT ADVISORY BOARD MEETING**

Tower issues

#### **ADJOURNMENT**

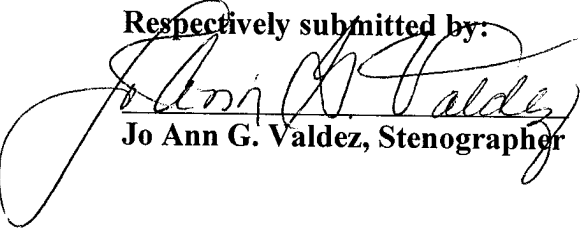
The next meeting of the Board will be held on January 5, 2012.

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

Approved by:

\_\_\_\_\_  
Carolyn Cook, Chair

Respectively submitted by:

  
Jo Ann G. Valdez, Stenographer