



Agenda

**AIRPORT ADVISORY BOARD MEETING
SANTA FE REGIONAL AIRPORT
121 AVIATION DRIVE
BUILDING 3002B
April 11, 2019 – 4:00 PM**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - a. March 14, 2019 – Regular Session
5. OLD BUSINESS
 - a. Security Rules and Regulations (John Dickinson, Airport Operations Manager, jcdickinson@santafenm.gov, 955-2909)
 - b. Minimum Standards Review (Mike Prinz, Assistant City Attorney, mnprinz@santafenm.gov, 955-6554)
 - c. Strategic Plan Update (Councilor Mike Harris, Committee Chair, maharris@santafenm.gov)
 - d. FAA part 139 inspection review/ maintenance plan (John Dickinson, Airport Operations Manager, jcdickinson@santafenm.gov, 955-2909)
6. Request Approval to Amend Molzen-Corbin Professional Services Agreement (PSA) to Increase Total Contract Amount to \$1,500,851.00, for Professional Engineering Services. (Mark Baca, Airport Manager, mdbaca@santafenm.gov, 955-2901)
7. PUBLIC INVITED TO BE HEARD
8. REQUEST FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS
9. NEXT MEETING: **May 9, 2019**
10. ADJOURN

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

RECEIVED AT THE CITY CLERK'S OFFICE

DATE: April 3, 2019

TIME: 2:42 PM

**SUMMARY OF ACTION
 AIRPORT ADVISORY BOARD MEETING
 SANTA FE REGIONAL AIRPORT
 121 AVIATION DRIVE, BUILDING 3002B
 THURSDAY, APRIL 11, 2019, 4:00 PM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1
APPROVAL OF MINUTES	APPROVED	2
 <u>OLD BUSINESS</u>		
SECURITY RULES AND REGULATIONS	INFORMATION/DISCUSSION	2-6
MINIMUM STANDARDS REVIEW	INFORMATION/DISCUSSION	6-7
STRATEGIC PLAN UPDATE	INFORMATION/DISCUSSION	7
FAA PART 139 INSPECTION REVIEW/MAINTENANCE PLAN	INFORMATION/DISCUSSION	7-10
REQUEST APPROVAL TO AMEND MOLZEN-CORBIN PROFESSIONAL SERVICES AGREEMENT (PSA) TO INCREASE TOTAL CONTRACT AMOUNT TO \$1,500,851.00, FOR PROFESSIONAL ENGINEERING SERVICES.	APPROVED	10-13
PUBLIC INVITED TO BE HEARD	INFORMATION/DISCUSSION	13-15
REQUEST FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS	INFORMATION/DISCUSSION	15-16
NEXT MEETING	MAY 9, 2019	16

ADJOURN

ADJOURNED

16

**AIRPORT ADVISORY BOARD MEETING
SANTA FE REGIONAL AIRPORT
121 AVIATION DRIVE, BUILDING 3002B
THURSDAY, APRIL 11, 2019, 4:00 PM**

1. CALL TO ORDER

The meeting of the Airport Advisory Board was called to order at 4:00 pm by Councilor Michael Harris, Chair, on Thursday, April 11, 2019, at the Santa Fe Regional Airport, 121 Aviation Drive, Building 3002B, Santa Fe, New Mexico.

3. ROLL CALL

MEMBERS PRESENT

Councilor Michael Harris, Chair
John Elling
James Robins
Bud Hamilton
Rosemary Thompson
Kevin Egan

MEMBERS ABSENT

Chris Ortega, Excused

OTHERS PRESENT

Mark Baca, Airport Manager
John Dickerson, Airport Operations Manager
David Silver, Emergency Management
Regina Wheeler, Director, City of Santa Fe Public Works
Troy Padilla, Jet Center
Stuart Kirk, Fly Santa Fe
Kent Freier, Molzen Corbin

3. APPROVAL OF AGENDA

MOTION A motion was made by Ms. Thompson, seconded by Mr. Hamilton, to approve the agenda as presented.

VOTE The motion passed unanimously by voice vote.

**4. APPROVAL OF MINUTES
MARCH 14, 2019**

Mr. Elling gave the stenographer notes to clarify who was speaking about TSA.

MOTION A motion was made by Mr. Egan, seconded by Mr. Elling, to approve the minutes as amended.

VOTE The motion passed unanimously by voice vote.

5. OLD BUSINESS

**A. SECURITY RULES AND REGULATIONS
John Dickerson**

Mr. Dickerson said he and David Silver are working on these. We sat down last week to go over everything. We are going to put new definitions in to help with breaking down the criteria and what an AOA is and other definitions. We are going to add maps as well. Last week we talked to Mike Prinz and he said if you are inside the AOA that is Federal land and you are susceptible to searches. There is nothing we can do to change that.

Chair Harris said Mike Prinz is in court for the City today. He will do item B for him.

Mr. Silver said there are security directives that TSA issues that are sensitive and secure information. We got permission from TSA for Mike Printz to see it since he is our Attorney. He was able to see it and read it. We are allowed to have the Airport Director and others do searches in the AOA as a whole. Mike determined that rule is correct. We have to have it due to the security directive.

Chair Harris said after Mike Prinz, of the City Attorney's Office, reviewed the security directive he understands the importance of security directives and he believes they have the right to do random searches in the sterile area and security area and the AOA. The AOA is everything inside the fence. Vehicles and individuals. They do not have the same authority in the public areas, but this seems to suggest they could do searches in a public area.

Mr. Silver said no, they cannot in the public area. Item 6 E is specific to the sterile and security area and the AOA. We are going to have a new requirement that people who are employees of Avis or others have to get a security badge as well so they have to go through a security threat clearance.

Mr. Dickerson said on the challenge requirement they will change the requirement

for the AOA to could rather than should. Outside that area it does not have to be done, but we do encourage people to do it. It shows that they are helping out with the security around the Airport.

Mr. Silver said we are still working through the authorized signatories issues with TSA.

Chair Harris asked the updated document will have the changes and definitions and maps.

Mr. Silver said yes.

Mr. Robins asked is there an easy way to tell the difference between the secure area and the sterile area.

Mr. Silver said the sterile area is the area with the red box. Once you enter the gate you are in a secure area.

Mr. Elling asked you said Mr. Prinz was given access to read the requirements and he found that the Airport Operator and law enforcement can do searches.

Mr. Silver said yes. TSA has their own regulation that allows them to do searches.

Mr. Elling said we need to make sure of the definition for Airport Operator. The regulation for the Airport Operator and law enforcement is not a public regulation.

Mr. Silver said no it is a TSA security directive for all airports who are required to uphold them. The security directive is 15421801A. That information is protected under the Sensitive Security Information Classification of documents. There is a need to know associated with that. TSA said our legal person could look at this and read it. Mr. Prinz said we do need to have this rule.

Mr. Elling said the security directive uses the word shall.

Mr. Silver said this mandates it.

Mr. Elling asked would you ask about the status of the interior of privately owned hangers. We said cars and individuals. How does this relate to the inside of privately owned hangers.

Mr. Dickerson said we can go into a hanger and search a vehicle inside that and under the Federal grant insurance we can go into the hanger to search.

Mr. Silver said hangers are considered part of the AOA. We will get a specific

answer for you.

Mr. Elling said on the authorized signatory, if you define employer to be an employer our concerns about that go away because the financial fine would not apply. There has to be an employer/employee relationship.

Mr. Silver said we asked that question to our local TSA. They have taken it back to their legal office for interpretation. We are waiting for a response on that.

Ms. Thompson asked in regards to all of this is there a possibility you can break down your statistics as to what you have had to date for each and every occurrence, violation and inspection for us so we have an idea.

Mr. Silver said he doesn't know. He would have to think about that. He doesn't think we can give out that information. It exposes potential vulnerabilities.

Ms. Thompson asked are there any stats you can provide.

Mr. Dickerson said you are getting into a gray area. TSA would have to allow us to do that. He will ask.

Ms. Thompson said she is so sorry about the crash that took two of our local pilots. She wanted to acknowledge that they were part of our aviation community. She knows it was difficult for Mark knowing them and having to go out there. Her condolences to the family and friends of the pilots.

Mr. Elling thanked Mr. Dickerson and Mr. Silver for their work on the issues.

Chair Harris said he flew out of Santa Fe on Thursday and back on Sunday. He was really struck this time by our private security. Is it necessary for that person in the baggage area to be level 3 and carry a pistol.

Mr. Silver said yes, it is a Federal requirement to have law enforcement present there or armed security. The Airport does not have law enforcement here due to staffing so we have security. After the Airport is closed we have security that is not armed. If a flight is coming in security is here.

Mr. Baca said level 3 is mandated for the check point. They have to be on site and armed. They also do patrols. It is part of the requirement.

Mr. Silver said during the flight hours the check point is open. From the first flight to the last flight to leave. They also help the airlines to egress passengers back into the Airport.

Chair Harris said it is a tight space and someone is there with a weapon. He

does not like it.

Mr. Elling said he seconds that. It sends a strange message.

Ms. Thompson said we had to wait outside on the ramp to get our luggage.

Mr. Elling said you must collect a carry on bag on the ramp.

Mr. Baca said if he had the budget to have an unarmed guard in the baggage area he would, but he can only afford one guard and we are stuck with that.

Mr. Robins asked has there ever been a vehicle search other than failure to display the placard that resulted in seizure and arrest.

Mr. Baca said we can't speak a lot on that. There have been a couple of situations, yes.

Mr. Elling said a definition on what you are not supposed to have in your vehicle out here would be valuable to have in the regulations.

Mr. Silver said they are in there. The only things prohibited inside the AOA are illegal contraband and weapons. Unless an item is transferred from your vehicle to your aircraft. If you are going through an FBO and you drive in and search an individual you would know if they are flying out because they would have an itinerary they could look at.

Mr. Elling said if he drives into an FBO and has his rifle in his car and loads it into his plane to go hunting how does that work.

Mr. Dickerson said a determination would be made between you and the officer.

Mr. Baca said it is getting frustrating continuing to go down these same paths. Any category 3 airport you fly into or out of have these rules. These are not just specific to the Santa Fe Airport. Once we decided to expand our commercial service we opened ourselves up to this. Going down this road and hammering these points over and over is frustrating. These are the regulations we have to live under. This is the world we live in. This going over and over things is becoming counter productive.

Chair Harris said his observation around these rules and regulations is that there is tension between the general aviation population and the commercial function of our Airport. They are reconcilable, but that means people have to accept it for the most part. We have a real obligation to make sure they are as clear and coherent and available as much as they can be and that we are available to answer questions. He thinks Mark and John will continue to hear about it.

Mr. Robins said he is not nit picking on the question. He has guns and wanted to know. He does not usually drive around the Airport with guns.

Mr. Dickerson said he can try to finagle it, but they answer every time that this is the way it is going to be. It is a brick wall. He understands the concerns and is listening to the points. He is going to work as hard as he can to help the Airport where he can.

Chair Harris asked when do you think you will have the latest rules and regulations.

Mr. Silver said next week. We will disseminate it to the FBOs, pilots, etc. It will be on the website.

Mr. Elling said he has some concerns with some things we discussed. Would it be valuable to review it before you discriminate that.

Mr. Silver said we are bound by the security program that is in existence now and the challenge requirements and violations as stated in that. Our updates to the program will help us and the sooner we get them out the sooner they are in effect in the updated form.

Chair Harris said this is a dynamic process. Part of what we are doing right now is due to the security directive. TSA is the driver of this. Their security directives will drive future changes more than we can.

Mr. Silver said with security directives and issues implementation time is short and mandated.

B. MINIMUM STANDARDS REVIEW

Mike Prinz

Chair Harris said Mr. Prinz reviewed the draft we gave to him and prepared an updated draft. He and Mike will sit down tomorrow afternoon. He will give Mike his marks up and then circulate it to everybody. John Elling and Chris Ortega had a lot of involvement in this along with Bud Hamilton. Lets get this out the door. This is another dynamic document. Kevin raised the point if the minimum standards really need to be adopted by the Governing Body. That is a fair question and he will ask. There were no surprises in what he read.

Ms. Thompson asked you are meeting with Mike tomorrow and might send out the information to the Board then.

Chair Harris said we have to do some clean up, but we will then send it out to the Board.

**C. STRATEGIC PLAN UPDATE
Councilor Michael Harris**

Chair Harris said we had a robust session earlier today. It was good. We are still wondering what is the best way to proceed.

Mr. Hamilton said he thought it was a healthy meeting. We got some real issues on the table. It was a healthy process. Where we came out was as we looked around the table and reviewed the process we were very uncomfortable that we had the right leadership in the room to lead the process. Chair Harris is the leader of Board, but he does not have time. So we are going to reach out to the consultant Fly Santa Fe is using to see if they have expertise in this area. We also mentioned maybe Molzen Corbin would be interested. He spoke to Kent and he said they have done this stuff through Kaufman. We will have more conversation around that. Regina stepped up and said she is interested in taking more of a leadership role. We are going to try to get together next Friday morning. We all want to move forward faster and get something done. The value of a strategic plan was discussed. He thinks there is value to get alignment with ourselves, Fly Santa Fe and the Governing Body. Along that line we will send you an outline that he and Stuart Kirk put together. It is just a start, a draft, to start to critique and add to. He asks that everyone take a look at this and comment on what other things would they would like to see in a strategic plan. Send your comments to him and he and Stuart will wrestle with it and bring it to the next meeting with Regina's leadership.

Ms. Thompson said she was not there, but suggests maybe the FBOs and leaseholders and partners be contacted for input.

Mr. Hamilton said that is a great point. We need to reach out to many different people who touch the Airport.

Ms. Thompson said Stuart knows better probably all the strategic partners. We need to reach out to all of them for input.

Mr. Kirk said Bud has in his hand a plan for getting this started.

Ms. Thompson said we need to include all the people around the state like Sherman McCorkle and General Scott who have aviation experience around New Mexico to provide their input.

D. FAA PART 139 INSPECTION REVIEW/MAINTENANCE PLAN

John Dickerson

Chair Harris said the response update document is in the packet.

Mr. Dickerson said for personnel the inspector said regarding Notice to Air Men, NOTAMs, some of our personnel did not know how to properly do them. We provided a one week training for them and we are all on the same page now.

Chair Harris asked is this just for City personnel.

Mr. Dickerson said yes.

Chair Harris asked this speaks to that.

Mr. Dickerson said yes, also VASI REILS.

Chair Harris said so February 26th to the 28th is the inspection date. The correction date is the 7th. Do we certify back to TSA that we have done this.

Mr. Dickerson said yes.

Mr. Dickerson said vegetation was found in cracks on the runway.

Mr. Baca said on these issues basically this is the lack of maintenance he spoke to last month. We did find some extra monies after we reconciled the crack seal project. We are going to use that on the runways sited to show them we care and are trying to catch up with some of the maintenance. He used an old contract template and it was not approved by Legal so we had to re-do it with the new template for construction. That is going through Legal now. As soon as it is approved we will bid that out. Hopefully by May 28th we will have the contract in place.

Chair Harris asked is that satisfactory.

Mr. Baca said yes it is to our Safety Inspector. She is allowing us an extension to get the contract completed to do Alpha and Charlie with the extra money. The same goes for markings and signs. Our paint is thick and is chipping. We are looking at different avenues to get some money. Hopeful we can find some cost savings in runway projects to address these issues. Hopefully in May. She is comfortable with the dates as long as we are showing progress.

Chair Harris asked what is the approximate cost of doing work under the signs and lighting category.

Mr. Baca said the last time we did it the cost was \$95,000. This year it will go up

to between \$150,000 and \$175,000. If we can get approvals through the FAA and get the wastewater money that would help.

Chair Harris said maybe Ms. Wheeler can help us to find some funds for this.

Ms. Wheeler said everybody is asking.

Mr. Baca said we have meetings set up with the new Aviation Division Director at the State to try to talk to him about some funding. His name is Peter Rael. Our understanding is that they have expended everything, but maybe we could be first in line for next year.

Chair Harris said we will do what we can to help you. He heard you say a month ago that the City of Santa Fe is not carrying their weight.

Mr. Baca said that is exactly right. FAA will not pay for any maintenance costs. Our runways show that we are not taking care of them as we should. She wants to see more initiative from Airport sponsors.

Ms. Wheeler said one of the things we may be able to do is borrow funds from the Enterprise funds. She will talk to Shannon about that. Finance works with us on those things. Maybe we can get a faster response to the violations.

Chair Harris said he would like to talk to her a bit more about that.

Mr. Egan asked do we get any money from the State Aviation Office.

Mr. Baca said yes we do.

Mr. Freier said they give out about \$3 million a year statewide.

Mr. Dickerson said we came up with a maintenance program with Kent, but we need money for that.

Mr. Robins asked are we still considering removing the Xs from the runway.

Mr. Baca said unfortunately he had to take the barricades down for maintenance. It is at your own risk. They can use taxiway 1028.

Mr. Elling said he thought that was what we all wanted. Why is it unfortunate.

Mr. Baca said while it is closed it is required by FAA to have barricades. They are down for maintenance only. We are hoping to get the Xs off.

Mr. Elling asked are we moving towards opening the runway or re-barricading it.

Mr. Baca said towards opening it. He gave the tower permission to use if for taxing purposes in case of emergency.

Mr. Dickerson said in the hazardous materials section, Signature had one of their vans parked near the refueling station. We had them do a retraining and they have done that. We have also done additional training at the Jet Center. We had two guys without fire extinguisher training and that has been done.

Chair Harris said keep us posted on our relationship with FAA. If we get another official letter we would like to see it.

Mr. Elling asked as a newcomer to this Board is this typical.

Mr. Dickerson said yes.

Mr. Elling said none of this seems like a big deal. Do we normally get a letter like this.

Mr. Dickerson said yes. They give you a chance to take care of it. If you don't there are issues. This is actually one of the better inspections he has seen. You have a great Airport Director.

Chair Harris said good. Mark you said a month ago that the FAA felt our response was very good and above average on ARF.

Mr. Baca said the ARF response was exceptional. They preformed exceptionally and passed the test. They don't write the good stuff down.

Chair Harris asked how was the ARF response earlier this week.

Mr. Baca said it is under review at this time.

Mr. Baca said he received another document about working on and addressing the end of runway 220. It has a bit of a slope that will require money to fix. It has to be addressed. It is a letter of investigation. He had to prepare some documentation on that. He will bring the response to the Board next month.

Chair Harris said you guys have a big job and you do it well. That includes David Silver. Just keep us posted. We do better when we know what is happening.

- 6. REQUEST APPROVAL TO AMEND MOLZEN-CORBIN PROFESSIONAL SERVICES AGREEMENT (PSA) TO INCREASE TOTAL CONTRACT AMOUNT TO \$1,500,851.00, FOR PROFESSIONAL ENGINEERING SERVICES.**
Mike Baca

Chair Harris said there is a memo on this item in the packet. This is the form that will go through the committee process and the Governing Body. He would like to talk about this and for us to ask any questions so we can respond to the committees and Council. He can speak to this with Ms. Wheeler and Mr. Baca.

Mr. Robins asked what is the amount of the increase.

Mr. Baca said the exhibit A shows that with a breakdown of the projects coming up. In yellow is the running total. The increase for the first year is \$494,000. The same thing goes for the second year the of contract with an increase of \$506,000. In total it is \$1.5 million with Molzen.

Mr. Baca reviewed the projects to be done. This includes the design of the terminal. We are going to receive \$9.5 million from the State for the terminal. We would like to get everyones ideas on paper like a design charrette. Once we get the money we will move towards the final design then construction.

Mr. Elling asked so this is roughly doubling the first and second year.

Mr. Baca said yes. The State decided we would work through the \$12.5 million by awarding us partially for the first phase and awarding us the rest next year. We have the parking lot money and other funds coming our way that will allow us to move forward with the projects.

Ms. Wheeler said what we talked to the Legislature about was phased funding for this program. They expect to give us additional funding next year. There is significant support for the Airport. They are aware of the total projected price.

Chair Harris said he had a conversation with Mark Duran. The document said the terminal and supporting infrastructure. That issue is not settled yet. Do you think the language would support being table to address not only the terminal, but Jaguar Drive as well.

Ms. Wheeler said we have asked Legislative Services that exact question. Their first answer was no.

Mr. Baca said he would like to spend the \$9.5 million on the terminal itself.

Chair Harris said Molten Corbin is going to present some conceptual designs. We need to run some numbers. They will provide estimates for their designs. He looks forward to getting started on this.

Mr. Hamilton said the required completion date for the conceptual design is August 1st. Will we get something prior to that.

Mr. Baca said once this contract amendment gets approved he can move forward with the task order. We can start sitting down and get everyone here and say this is what we are looking for and they can start putting things on paper. He would like to start the process immediately when this is approved.

Chair Harris said we are not getting monies until October so we have time to work on that.

Ms. Wheeler said that is not correct. The funds will be available on July 1st.

Chair Harris said he thought for the conceptual drawings we could draw on some funds left from the \$800,000.

Mr. Baca said that is correct. Without the approval of this amendment he cannot write a PO to Molzen to do this process. The day after it is approved he can start doing POs.

Chair Harris said so we know there will be a lot of discussion around procurement and projects. We need to complete this format and make it consistent by what is required now.

Ms. Wheeler said this has been reviewed by Legal.

Ms. Thompson said she would like to include in the minutes that she thinks this is very well put together and she would like to see a conceptual design that includes the partners of the Airport who may have an idea for the design of the terminal. We need to come up with ideas from people who can say this will work for us. We need a public/private partnership on this and the parking lot design. It should not be just what we say.

Chair Harris said there will be some public engagement. We have to be careful with this as well. We are a public entity so what we should do is sit down with Molzen and Regina and Mark and have a process to balance everyone's interest. People do have a vested interest in knowing what is happening here. We have to balance that.

Mr. Freier said when we did the last one we had a two day design charrette and invited TSA, the rental car companies, the shuttle companies, Airport staff, restaurant staff and anyone who had anything to do with the Airport. We will do that again.

Mr. Dickerson said we have 90% load factors on every airline. From an operations standpoint if there is a delayed flight we are outside the fire code. We are increasing capacity and need to have space.

Chair Harris said there are some real drivers here. Lets get that scheduled. We need to get this amendment in place. He does not see any problem. We may want to

beef up the line that we working with others peoples money. That makes it easier. It is not City funds.

MOTION A motion was made by Ms. Thompson, seconded by Mr. Robins, to approve the request.

VOTE The motion passed unanimously by voice vote.

Mr. Baca said we are on for the next Public Works meeting.

Chair Harris said hopefully it will be heard by the Governing Body on May 15th.

7. PUBLIC INVITED TO BE HEARD

Mr. Szczepanski said the Part 139 inspection called out the occurrence of fuel trucks crossing runways. Signature drove across runways when he was actively engaged in operations. They are still doing it.

Mr. Baca said any time that happens call him immediately. As soon as you can. He will rectify that.

Chair Harris said tell Signature it was reported to you during an official Board meeting.

Mr. Szczepanski said he wanted to thank Mr. Elling for questioning some of the security stuff and bringing about the dialogue. The City position is just accept it and not question it. As one of the people who have to deal with the secret security plan it is important to keep a process of communication.

Chair Harris said the City position is we know we have to be in compliance. If there is room to make things less restrictive he is okay with that. We have good representation in David Silver and John Dickerson and the City Attorney's Office.

Mr. Padilla said bringing the Airport and the public together when you make changes and adopt these things is important. He appreciates the dialogue and wishes you luck.

Mr. Padilla said with the minimum standards the typical process was that they go out for public review. Is that the plan.

Chair Harris said he does not have a problem with that. We have been working on this for a long time. He would like to wrap it up.

Mr. Padilla said it would be nice if the final could be seen by some of the people

who have to live with it.

Mr. Padilla reported that the landing fees bill was signed by the Governor and is effective on July 1st. He doesn't know what the process is that you have to go through. It would be great to start now and be ready for July 1st.

Chair Harris said he talked to Mike Prinz this morning and we talked a bit about the process. He was unsure about that and the PFCs. It seems like it should be a formal process.

Mr. Baca said PFCs are a formal process through TSA. It takes 12 months. Molzen is helping us with that. For landing fees we have to address that in our schedule A. We have to spell that out in our schedule A for rates and fees for the Airport and that has to go through committees and the Governing Body as well. His intention is to capture all of them

Chair Harris asked is this something you need support on.

Mr. Baca said yes. He is working with Mike Prinz and Erin McSherry on it. Erin thinks the City Manger can just sign it. She is looking up the Ordinance to see if that is possible. That would go a lot quicker. That is the next hurdle to jump.

Mr. Egan asked on the PFCs that take 12 months do you get paid retroactively.

Mr. Freier said you can. The cost of us doing an application and airline consultations with PFCs once you start collecting them and on projects that are complete.

Mr. Egan asked what number do you think we will capture..

Mr. Baca said \$4.50 is the maximum you can charge so we are looking at \$540,000.

Mr. Egan said that is great.

Chair Harris asked has his been initiated in your office Kent.

Mr. Freier said we need a task order so we need the amendment.

Mr. Egan said between PFCs, parking lot revenue, the wastewater funds and landing fees it may solve the issue of not having enough money for maintenance.

Mr. Robins asked do you want to charge landing fees to general operations.

Mr. Baca said we are working through that. The tenants of the Airport will not be

charged or assessed landing fees.

Mr. Padilla said it is airplanes 12,500 and more. It is up to the desecration of the Airport how they do that. Any revenues gained by that have to stay with the airport. Getting this bill done was three years of work.

Chair Harris asked when we spoke there were some concerns about a maintenance person, is he on the job.

Mr. Baca said we have been told that we are able to have the new maintenance worker on the job on the 22nd of April.

Chair Harris asked how long did that take.

Mr. Baca said we started the hiring process in December. It was advertised in February, we got the list of eligibles at the end of February, offered the job on March 8th and he is starting on April 22nd.

Chair Harris asked what about your other support person.

Mr. Baca said with that one we upgraded it with the approval of HR and the Department Director. It is sitting in the budget. It fell through the cracks with the budget process. He spoke to Mary and she said hopefully she can get to it and sign it then advertise it and go forward. The position is for an Administrative Assistant. It is a step below Tuesday.

8. FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS

Mr. Silver said he will have some answers to your questions at the next meeting.

Chair Harris said and the completed draft of the plan.

Chair Harris said we will leave the minimum standards on the agenda. He will try to send it out to other interested parties. The strategic plan will be on the agenda.

Mr. Baca said a discussion on the outcome of the runway safety areas.

Mr. Egan said deal with the runways and get a status report on what we are going to do with leveling or shortening the runway.

Chair Harris said we don't have information now, but there should be a discussion of the accident that occurred last Monday.

Mr. Kirk said we have no update right now. The study is ongoing. The important thing is development of the information. It demonstrates that Santa Fe is an active interesting place for airplanes. United seems particularly interested in talking with us. His plan is to go to Chicago to meet with them. We want to get all the information together first. American is adding a flight to Phoenix starting in May. We are not sure if it is permanent.

Mr. Elling asked when airlines are considering adding flights to Santa Fe does the terminal capacity factor in.

Mr. Kirk said yes. It comes up in general discussions. We let them know improvements that are necessary are being done. We have to keep that discussion ongoing. The airlines that are the most familiar with the Airport are American and United. They don't have to have more counter space so it is very likely we will be successful with one of those two.

**9. NEXT MEETING
MAY 9, 2019**

10. ADJOURN

There being no further business before the Board the meeting adjourned at 5:50 pm.

Councilor Michael Harris, Chair



Elizabeth Martin, Stenographer