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**AIRPORT ADVISORY BOARD MEETING  
SANTA FE REGIONAL AIRPORT  
121 AVIATION DRIVE  
BUILDING 3002B  
January 11, 2018 – 4:00 PM**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - a. Dec. 14, 2017 – Regular Session
5. OLD BUSINESS
  - a. AOPA Fly-In Conference, 2018 (Steve Ross) (Information Only)
6. NEW BUSINESS
  - a. North and Central Apron Crack Sealing – State Price Agreement; Use of \$250,000 Grant  
(Nick Schiavo and Mark Baca)
  - b. Runway 2/20 Mil & Overlay Project (KSA) (Information Only)
  - c. Taxiway Delta Rehabilitation Project (KSA) (Information Only)
  - d. Noise Complaint Update – (Nick Schiavo)
7. PUBLIC INVITED TO BE HEARD
8. BOARD AND/OR STAFF COMMENTS AND/OR REQUEST FOR FUTURE AGENDA ITEMS
9. NEXT MEETING: **February 8, 2018**
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.

**SUMMARY OF ACTION  
AIRPORT ADVISORY BOARD MEETING  
SANTA FE REGIONAL AIRPORT  
121 AVIATION DRIVE, BUILDING 3002B  
THURSDAY, JANUARY 11, 2018, 4:00 PM**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
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<b>ROLL CALL</b>	<b>QUORUM</b>	<b>1</b>
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<b>APPROVAL OF MINUTES DECEMBER 14, 2017</b>	<b>APPROVED</b>	<b>2</b>
<b><u>OLD BUSINESS</u></b>		
<b>AOPA FLY IN CONFERENCE, 2018</b>	<b>INFORMATION/DISCUSSION</b>	<b>2-3</b>
<b><u>NEW BUSINESS</u></b>		
<b>NORTH AND CENTRAL APRON CRACK SEALING - STATE PRICE AGREEMENT; USE OF \$250,000 GRANT</b>	<b>INFORMATION/DISCUSSION</b>	<b>3</b>
<b>RUNWAY 2/20 MIL AND OVERLAY PROJECT</b>	<b>INFORMATION/DISCUSSION</b>	<b>4</b>
<b>TAXIWAY DELTA REHABILITATION PROJECT</b>	<b>INFORMATION/DISCUSSION</b>	<b>4-5</b>
<b>NOISE COMPLAINT UPDATE</b>	<b>INFORMATION/DISCUSSION</b>	<b>5</b>
<b>PUBLIC INVITED TO BE HEARD</b>	<b>INFORMATION/DISCUSSION</b>	<b>5-6</b>
<b>BOARD AND/OR STAFF COMMENTS AND/OR REQUEST FOR FUTURE AGENDA ITEMS</b>	<b>INFORMATION/DISCUSSION</b>	<b>7-11</b>

**NEXT MEETING**

**FEBRUARY 8, 2018**

**11**

**ADJOURN**

**ADJOURNED**

**11**

**AIRPORT ADVISORY BOARD MEETING  
SANTA FE REGIONAL AIRPORT  
121 AVIATION DRIVE, BUILDING 3002B  
THURSDAY, JANUARY 11, 2018, 4:00 PM**

**1. CALL TO ORDER**

The meeting of the Airport Advisory Board was called to order by Stephen Ross, Chair, at 4:00 PM on Thursday, January 11, 2018 at the Santa Fe Regional Airport, 121 Aviation Drive, Building 3002B, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

Stephen Ross, Chair  
Chris Ortega, Vice Chair  
Bud Hamilton  
Troy Padilla  
Mike Szczepanski

**MEMBERS ABSENT**

Eleanor Ortiz, Excused  
Simon Brackley, Excused

**OTHERS PRESENT**

Nick Schiavo, Public Works Interim Director  
David Silver, Emergency Management, City of Santa Fe  
Bob Wood, Airport Tower  
Mark Baca, Santa Fe Regional Airport  
Steve Merlan, Santa Fe Aviation Association  
Marc Coan  
Dominique Cordova  
Joe Gamez  
Stuart Kirk  
David Alexander, KSA  
Molly Waller, KSA

**3. APPROVAL OF AGENDA**

Mr. Schiavo asked that in the future the agenda include an item for matters from staff.

**MOTION** A motion was made by Mr. Padilla, seconded by Mr. Szczepanski, to approve the agenda as presented.

**VOTE** The motion passed by unanimous voice vote.

**4. APPROVAL OF MINUTES  
DECEMBER 14, 2017**

Chair Ross said on page 3, 7 lines down the word should be definitely.

**MOTION** A motion was made by Mr. Hamilton, seconded by Mr. Padilla, to approve the minutes as amended.

**VOTE** The motion passed by unanimous voice vote.

**5. OLD BUSINESS**

**A. AOPA FLY IN CONFERENCE, 2018**

Mr. Schiavo said he has met with AOPA and has received a draft plan. There are a few things we want to change, but for the most part it looked good.

Mr. Silver said one of the concerns is the "change of condition" report that we need to prepare for TSA. They want to see some documentation on who will be here and how and who will provide airline security. He and Mark are working on a draft. We will meet with TSA in the next month or so. Other areas that we looked at are routes for escort vehicles and where people are going to stay. At previous events pilots have camped by their aircraft. We will explore that.

Chair Ross asked are we going to need a slew of volunteers for security tasks.

Mr. Silver said one or two folks for the secure area. It depends on if we allow camping inside the area. If we do, we need 24/7 security.

Chair Ross said in Colorado Springs they had the camping area walled off. Airlines were on the other side of the field. He did not see any security in the camping area.

Mr. Silver said the proximity here is much closer. We are in discussion about that now.

Chair Ross said we set up a subcommittee for this event at our last meeting.

Maybe we need to start having regular meetings. He will get with Nick to set that up.

## **6. NEW BUSINESS**

### **A. NORTH AND CENTRAL APRON CRACK SEALING - STATE PRICE AGREEMENT; USE OF \$250,000 GRANT**

Mr. Schiavo reported that we have had a company on the State Price Agreement come take a look. There is product that will be used for crack seal for the very narrow cracks and a material for the large cracks. They have to remove all the weeds in them first. They looked at all our aprons and feel they can get them all done for the \$250,000. He will get back with him with a proposal and he will get it lined up for approval by Committees and the City Council.

Chair Ross asked how long will the repair last.

Mr. Baca said for the smaller cracks, 10 years. For the larger ones, 5 years.

Mr. Padilla said to be clear it is a Band-Aid. In the CIP will be the total reconstruction request.

Mr. Schiavo said yes. Runways and taxiways are the priority with TSA then aprons. We are working this out so no one gets hurt out there and we can get through the runways and taxiways.

Mr. Ortega asked any thought to preservation.

Mr. Baca said we will do fox seal on 1533. We want to do a full crack seal to buy us some time on that one.

Mr. Szczepanski said on the north ramp there are a number of areas of several feet of damage. They are not cracks. It is deteriorated over many feet.

Mr. Schiavo said something like that will have to be excavated, re-packed and paved over. We will take a look to see what we can do with that.

Mr. Schiavo said if we had the money we could do some of this in house with City equipment.

There was discussion about the lease holders and who is responsible for repairs in what areas.

## **B. RUNWAY 2/20 MIL AND OVERLAY PROJECT**

Mr. Alexander said we are still looking at construction in May finishing up in June on both of the projects. We had a coordination meeting last month and talked to the contractor specifically about what his plan was and we think they will meet that deadline.

Mr. Schiavo said this work has to be done at night so they have to mil it and do temporary striping before the next morning.

Mr. Szczepanski said last month we talked about using some of the wastewater to offset what they owe the airport. We can't offset what they owe us from the grant money.

Mr. Schiavo said a portion of the Wastewater Plant sits on Airport property. It covers 28 acres. They have been using this land for many years. We are working with FAA to sell a piece of land to them. We would be able to reuse water for construction from them rather than Mountain States having to drive off site to get water. The contractor is still on the hook for paying for the wastewater.

## **C. TAXIWAY DELTA REHABILITATION PROJECT**

Mr. Alexander said this is on the same schedule as the previous item. It will begin a bit sooner and finish at the same time.

Chair Ross asked do you have an idea of how traffic control will work.

Mr. Back said they will have to back taxi during those 2 months. We will work hand in hand with Bob. We spoke with our inspector and she does not think there will be a problem. When we do temporary markings we will designate as well.

Mr. Ortega asked when will the project be final.

Mr. Schiavo said this is just the first segment we received funding for. FAA did not accept the concept of a parallel runway. We have been asked to redesign it. He is lining up funds for that and sending it through Committees and Council. KSA estimates about 5 months to do the design work. It is on our CIP with FAA. We would be in line to receive funding in 2019 from TSA. It will be over \$4 million.

Mr. Szczepanski asked is there push back we can do on the parallel taxiway.

Mr. Schiavo said we tried and we talked through the value of doing the parallel runway and sticking with the current alignment. Kim called her superior about the possibilities and received a very strong ruling that it has to be a 90.

Mr. Szczepanski asked did we design that without consulting TSA.

Mr. Schiavo said before he came here he was told that at a meeting TSA said yes. This was a hard no.

Mr. Ortega asked does that prohibit the opening of 1028.

Mr. Schiavo said no.

Mr. Padilla said regarding taxiway delta a comment was made asking if we have taxied on taxiway delta lately. He has heard from several pilots that it is up and down. Today we have heard plans that exhaust any funds for this budget period. What kind of numbers are we looking at to Band-Aid it until we get to 2019 or 2020. We know we have problems.

Mr. Baca said just those repairs this year cost us over \$14,000. We are looking at getting the worst parts patched. We are hoping we can get some money in our budget.

Mr. Schiavo said he is starting to put together the budget now and we should be able to get money to hold it. Mark has been doing a wonderful job. When the economy took a downturn in 2008 there was no money put in the Airport budget for maintenance for years. Things deteriorated.

#### **D. NOISE COMPLAINT UPDATE**

Mr. Schiavo said we are still getting complaints from the same 2 individuals. One south of the Airport and one to the north. The accusation was that a particular pilot had been making dozens of passes. The pilot called her on it and said absolutely not. He provided documentation.

Mr. Padilla said he got a call from Councilor Dominguez. He wanted a lesson on Airport traffic patterns. We put him in an airplane out here and spent a half day with him to show him how it is done. The Councilor asked why not go left so that we are not over this persons house. We went left and went over even more houses. It was a very beneficial meeting. We took him to the tower. He asked questions and watched the planes and which way they came in and out. He understands now that they are in a traffic pattern. We think it changed his mind. He was complimentary about the Airport.

#### **7. PUBLIC INVITED TO BE HEARD**

Mr. Merlan said we have search and rescue people in our association. If you need people out here 24 a day we have the equipment and supplies.



Mr. Silver said that would be great. We will invite you to be part of this. Give us your information so we can add you to the kick off meeting. Mr. Merlan will send Mr. Silver an email with his contact information.

A member of the public asked is opening runway 1028 still on agenda.

Mr. Schiavo said it is not on the agenda today, but he can talk about it. We had Jean Lucero come in and it looks like the funding will be around \$1.2 million for mil and overlay. The design has to be done first. He has to get it through the Committees and Council within the next couple of months to accept those funds and do a change order for Mountain States to honor the same process as for 2/20 and we can get that work done almost at the same time. Within the next 6 to 7 months is conceivable.

Mr. Cohen said you dropped a bomb on us with the sewer treatment plant.

Mr. Schiavo said all of the money will be accessible to us. The dollar amount we are still working on. The sale has to go through FAA. All the paperwork associated with selling this land has to be complete including what we will be doing with that money. The answer is that it will be used for work here on the Airport and for matching funds for grants. We have talked in past about some much needed changes for the parking lot. He hopes to get approval from City Council to do that. It will cost just above \$1 million.

Mr. Cohen asked is that better than just leasing.

Mr. Schiavo said it is better to make a one time purchase.

Mr. Wood said a while ago we discussed an incentive to help people who were noise sensitive with windows that take out more sound. Was that ever passed on.

Mr. Schiavo said yes.

Chair Ross said the County requires that if you build a new house near the Airport they have to double up on materials to keep out the sound.

Chair Ross said these zones are labeled high noise airport zones.

Mr. Hamilton said there should be disclosure when those homes are sold.

Chair Ross discussed his involvement in zoning issues near the Airport when he was previously the County attorney. He likes the idea of investigating disclosures.

Mr. Padilla said we could give them that and a copy of the noise study.

## **8. BOARD AND/OR STAFF COMMENTS AND/OR REQUEST FOR FUTURE AGENDA ITEMS**

Mr. Schiavo said the strategic plan subcommittee meet last Friday. We talked about some different concepts. One of the take aways was to take a look at what vision statement we have on file. Troy had the date of a Board meeting where we talked about vision statements. He has not had a chance to look at that yet.

Mr. Schiavo said having a strategic plan is a great thing. The challenge is having the funding. He would like to continue this way rather than use KSA at this time due to costs. We will set up the next meeting after we have a look at that vision statement. He will find that and get it out to people and will communicate by email as to when the next meeting will be.

Mr. Hamilton said there was a discussion about how the Board was going to be involved in the reappraisal of our longer term position on the facility.

Mr. Schiavo said the first meeting he did out here 2 Resolutions were recommended that we not go forward with. One was telling the City Council to find \$3 million and start the design of a new terminal. It was unlikely that would have been funded. His conversations separately were that it was unlikely that you would be able to fund a terminal and design.

Mr. Szczepanski said that he understood that a lot of that money had been arranged through the Lodgers Tax for the design. Cam said \$3 million. As to the City writing a check for the terminal, that was no one's expectation anyway. The City's Legislative priorities were released and it says the number 2 priority is \$10 million for the new terminal.

Mr. Schiavo said the \$10 million is news to him. The City's number 1 priority was the Airport. We asked for \$1.5 million for the parking lot.

Mr. Szczepanski read what was published today. The number 2 priority was \$10 million for the new terminal.

Mr. Schiavo said he will look at that. It is news to him. What he had seen 2 weeks ago was \$1.5 million for the parking lot. The City has 80 buildings we occupy. It is going to cost around \$175 million to \$200 million in deferred maintenance on those buildings. He is not aware of us going after the \$10 million for a new terminal. That list may have been done a while ago and does not match what we have now.

Mr. Szczepanski said on Friday after you and the Mayor and the Santa Fe Legislative delegation met he met with the Speaker. The Speaker said he left that meeting thinking we were not reconstructing 1028 and with confusion about the terminal.

Mr. Schiavo said he tried to be clear about the parking lot ask and that the State could get us funding for 1028 and about the existing terminal. Sorry for the confusion. Nothing is coming from the FAA for the new terminal.

Mr. Szczepanski said he has spoken to a number of people. The consensus was that the FAA does participate in terminals and proportionably they have under funded New Mexico. We have further negotiating power with them. He would think we along with our delegation, could negotiate with them for funding for a new terminal so that we are not just looking for the money to come from the City. There is money out there to be had. It can be a phased thing. He really thinks the terminal has to be our number 1 priority. It can be a huge economic force for us. What do we need. We are working on taxiways and runways. The other piece is the terminal.

Mr. Schiavo said when he talked with Cam he thought there was a chance of getting \$5 million from TSA and maybe if we got a Governor who was more sympatric to Santa Fe we might get another \$5 million. That still leaves a lot of money to find. There are issues at this Airport that need to be taken care of to make it functional. He does not think we need to go all in for a new terminal to fix that.

Mr. Szczepanski said what about the fact that we as a Board unanimously recommended approval of the Master Plan with the new terminal in it. The Plan was approved by City Council. If we are going a new direction we need to put as much work into that as we did the previous recommendation. He is worried that suddenly we just made a decision that we are doing something different.

Mr. Schiavo said he does not get to make the decision, but be aware that you are an advisory Board. The City Council and the Mayor make those decisions. One of the things that came to light for him was that the amount of air traffic might have been inflated.

Mr. Szczepanski asked are you saying it was a mistake or fraud.

Mr. Schiavo said a mistake.

Mr. Szczepanski asked is our old data bad. That seems like a serious accusation.

Mr. Schiavo said it is. If the decision was based on flawed data it is best to know now. It would have been best to know before you voted unanimously to approve it.

Mr. Szczepanski asked what has changed.

Mr. Hamilton said he suggested to Nick that we need to talk about this as a Board. If we were misled we need to understand what the bad data was so we can reassess it. We are not prepared to do that today. We need to come prepared for a

discussion. We can't let this drop. We look like fools making a recommendation to City Council and now saying it was not right. We need to be able to come back with the information. We need to make this the only item on the agenda.

Chair Ross said we need to stop this discussion. It is not on the agenda. We need to do as Bud says and put it on a future agenda.

Mr. Alexander said since our name is on this we would be happy to come lay it all out from our perspective of how we came up with that data.

Ms. Waller said the forecasters we used are known for their forecasts. We stand by the numbers. You need to make sure you are getting the right information from the right sources.

Chair Ross asked should we discuss this on the 8<sup>th</sup>.

Mr. Schiavo said he would like to wait until March.

Chair Ross said we will put this item on for the March meeting as the sole item.

Mr. Hamilton said yes, and we need to get some material in advance so we are prepared.

Mr. Padilla said the FAA questioned the numbers as well. Can you get the information from the FAA that they were questioning.

Mr. Schiavo said yes.

Mr. Padilla said he received an email from Jim Goodwin who flies in and out of this Airport all the time. He read his email regarding issues with inspections of passengers and baggage and the fact that you are unable to buy water in the secure area because the machine does not work.

Mr. Schiavo said we got a quote to move the wall we need to move to have the full body scanner installed and he needs to have the City Manager sign on. That should be done in next week to 10 days and we will have the wall moved in next 4 to 6 weeks.

Mr. Baca said the issue is with Coca Cola. It is their machine. We are trying to get them to come fix that. That contract is run by the concession folks. The only function the City has in this is to escort them back to work on it.

Mr. Ortega said he was encouraged to read in the minutes of the meeting he missed that there has been an increased Board participation on subcommittees and to do things. The issue of tie downs was started 4 years ago. He is seeing that now being worked on. He would like to sit on the subcommittee that works on that. The other

thing was the change in security and the re-badging. Certain tags are coming up for expiration soon.

Mr. Silver said we are encouraging people to come in as early as you want to do your badge. Tuesday has been doing that. It is really quick on renewals. We are in the process of updating our security plan. TSA has to approve it all. You can get your badge the same day you apply.

Mr. Silver said vehicle placards come with the new security program. We will have a period of time that individual permits will still be allowed, but by a date certain everyone will have to have the vehicle placard.

Mr. Szczepanski said he sees that we are doubling the rates.

Mr. Silver said we will be bringing that before the City Council.

Mr. Schiavo said it will be heard by City Council at the end of February or early March.

Mr. Silver said we did an analysis of the cost of badging including Tuesday's time and we found we were shorting ourselves significantly.

Mr. Padilla asked did you call other airports to see what they charging.

Mr. Silver said yes and we are comparable to other airports.

Mr. Padilla asked how will we get this information out to the public. On a website.

Mr. Silver said we are in the process of implementing a public document that is rules and regulations of the Airport. We are modeling is off of a couple of different airports. It will lay out the security regulations and other processes and a fixed violation schedule.

Mr. Hamilton said at some future meeting he would like us to talk as a group about how we spend our time in these meetings. He gets tired of the redundancy of our agenda. A lot of time is spent going over things again and not on new information. For information only that can be handled by just sending it out. He prefers more action. He is spending his time here and is he making any difference. We have gone over and over these things so many times. He would like to talk about it as a group. Some of this can be handled by subcommittee or email.

Chair Ross said he will put that issue the on agenda for next time.

Mr. Schiavo said you could meet less often if you want. We can talk about it and maybe meet every other month. We can push out information by email.

Mr. Padilla said he is not sure we can do that. We often deal with time sensitive things.

Mr. Ortega said he would be interested in hearing for the public what they think about that.

Mr. Szczepanski said Roswell is in the process of creating an Airport Authority. They have total buy in of their City Council and have approached the Legislature about it as well. They are modeling it after the Eastern New Mexico Water Authority. It is an exciting possibility and is something we could watch and look at implementing out here. The Speaker told him there was a lot of excitement around the Legislators at the meeting with the City. The Airport has unique needs like a small city. We have talked about it before. He thinks it is valuable for us.

Mr. Szczepanski said again, it is costing a lot of money to reopen 1028. It is effecting our taxiway alignment. We have to look at site issues. There are issues with where we were going to put new terminal. We need to make sure this decision is being made for truly rational reasons.

**9. NEXT MEETING - FEBRUARY 8, 2018**

**10. ADJOURN**

**MOTION** A motion was made by Mr. Hamilton, seconded by Mr. Padilla, to adjourn.

**VOTE** The motion passed by unanimous voice vote.

There being no further business before the Board the meeting adjourned at 5:20 pm.

  
\_\_\_\_\_  
Stephen Ross, Chair

  
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Elizabeth Martin, Stenographer