

Regular Meeting of the Airport Advisory Commission
Held in the Conference Room at the RIAC – 1 Jerry Smith Circle
Thursday, January 17, 2019

Notice of this meeting given to the public in compliance with Section 10-15-1 through 10-15-4 NMSA 1978 and Resolution 18-55.

ROLL CALL

The meeting convened at 10:00 a.m. with Chair Kintigh presiding, and Vice Chair Armstrong, Commissioners Kunkel and Burrell being present, with Commissioner Marley being absent.

City Councilors present: Judy Stubbs and Savino Sanchez

Staff present: Joe Neeb, Scott Stark, Mark Bleth, Juanita Jennings, Evangelina Guerrero, Juan Fuentes and Kevin Dillon

Guests present: Chad Smith, Matt McDonald, Larry Connolly, Lisa Dunlap, Cecil Gilley, Robert Perea, Tim Archibeque and Michael Garcia

APPROVAL OF AGENDA

3. Vice Chair Armstrong moved to approve the January 17, 2019, Airport Advisory Commission meeting agenda items. Commissioner Kunkel was the second. A voice vote was 4-0, and the motion passed, with Commissioner Marley being absent.

APPROVAL OF MINUTES

4. Commissioner Kunkel moved to approve the December 13, 2018 minutes, Vice Chair Armstrong was the second. A voice vote was 4-0, and the motion passed, with Commissioner Marley being absent.

NON-ACTION ITEMS

5. Airport Director Status Report (new tenants, significant developments, new or renewed leases, etc.) – Scott Stark, Air Center Director, discussed the following: Diverted Flight 1611, Operating Statistics, Navy Training, NM Aviation/Aerospace Day at the Round House (When: January 22, 2019-January 23, 2019, Where: NM State Capitol, Santa Fe), NM Municipal League & NM Airport Managers' Association, American Association of Airport Executives – Southwest Chapter, NM Department of Transportation – Aviation Division, Roswell International Air Center Projects & Funding; Robert Perea Xcel Energy representative gave the RIAC Voltage Conversion Update on behalf of Scott Stark Air Center Director; Kevin Dillon Engineering Department Project Manager gave a Water Line Break Update on behalf of Scott Stark Air Center Director; Mark Bleth Air Center Manager discussed Economic Development, White Sands NM, Hypersonic Flight, Supersonic Aircraft, Boom Technology,

and Everts Air on behalf of Scott Stark Air Center Director; Scott Stark, Air Center Director, discussed Headwind & Crosswind Components and National Based Aircraft Inventory Program

6. “Wide Body Development Program” Update – Michael Garcia, Armstrong Consultants, discussed the following: Conceptual Air Center Development Map Power Point Presentation (parking, offices, loading docks, facility charges, utilities, transportation, infrastructure, engineering), Boeing 777, and Economic Development
7. Airport Terminal Study Update – Scott Stark, Air Center Director, discussed the following: Gensler, Preliminary Concept Design, Passengers’ Flow Analysis, Traffic Flow Analysis
8. Food Service Area Update – Scott Stark, Air Center Director, discussed the following: Pecos Flavors negotiations in January 2018, Lease Agreement, Budget, Remodeling, Holloway Construction Co. Inc., Engineering, Floor Plans, Mechanical Plans, Cooperative Education System, Request For Proposal, Alcohol License
9. Hangar 1083 project Update – Kevin Dillon, Engineering Department Project Manager, discussed the following: Roofing, Fire Suppression System, Fire Alarm System, completion schedule update, Water Line
10. Denver Air Service Update – Juanita Jennings, Director of Public Affairs, discussed the following: Fly Roswell Advertising & Marketing Campaign Power Point Presentation – City Brand/Corporate ID System, City Slogan/Unifying Brand Platform, See Roswell/Tourism Campaign, Fly Roswell/Campaign, and 2019 RIAC Surveys
11. Overview of the RIAC FYE 2019 Revenue and Expenditure Budgets – Juan Fuentes, Auditor, discussed the following: RIAC Fiscal Year End 2019 Budget Overview Power Point Presentation – General Overview, Types of Revenues (FAA Categories, City Categories), Operating Budgets, Debt Service, Capital Outlay, Revenue & Financing Options

FOR THE RECORD:

Vice Chair, Armstrong departed at 12:26 p.m.

12. Discuss potential agenda items for February 2019 meeting – Chair Kintigh discussed potentially presenting the following items on the agenda in February: “T-Hangars & General Aviation”, Update for the “Food Service Area”, Update for the “Airport Terminal Study”, Update for the “Wide Body Hangar Development Program”, Update for the “Grant Maintenance”. Discussed Air Center Director Scott Stark “Airport News Updates”, Airport Master Plan, Future Ergon Asphalt & Emulsions, Inc. Presentation

Public Participation – Larry Connolly asked a couple of questions and had comments regarding the airport parking.

Adjourn

The meeting adjourned at 12:48 p.m.

Next Meeting Date

Next meeting scheduled for Thursday, February 21, 2019 at 10:00 a.m. in the RIAC Conference Room.