

Regular Meeting of the Airport Advisory Commission  
Held in the Conference Room at the RIAC – 1 Jerry Smith Circle  
Thursday, March 21, 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**

2. The meeting convened at 10:00 a.m. with Chair Dennis Kintigh presiding, Vice Chair Riley Armstrong, Commissioners Bud Kunkel, Jim Burress and Dane Marley being present.

City Councilors present: Judy Stubbs, and Savino Sanchez Jr.

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

Guests present: Tim Archibeque, Amy Martinez, Christopher Huebner, Larry Connolly, Lisa Dunlap, Bill Shuert, Brian Cook, Kent Goodman, Cecil Gilley, Isaac Sheets, Shawn Powell, Chad Smith, Jenna Secrist, Lyle Lane, Randy Phelps, Peter Charnisky, Mark G. Fischer, Mohammed Hussain, Kevin Stevenson, and Rich Overlin

### **APPROVAL OF AGENDA**

3. Commissioner Burress moved to approve the March 21, 2019, Airport Advisory Commission meeting agenda. Commissioner Marley was the second. A voice vote was 5-0, and the motion passed unanimously.

### **APPROVAL OF MINUTES**

4. Vice Chair Armstrong moved to approve the February 21, 2019 minutes, Commissioner Kunkel was the second. A voice vote was 5-0, and the motion passed unanimously.

### **NON-ACTION ITEMS**

5. Airport Director Status Report (new tenants, significant developments, new or renewed leases, etc., status of Air Service consultant RFP) – Scott Stark, Air Center Director, and Mark Bleth, Air Center Manager discussed the following: Lease Agreements (Stewart Industries, Daniels Welding Services LLC), 2019 MRO Americas: April 9-11 (AerSale, CAVU, GenAir), Business View Magazine, Draken International, fuel price (bulk rate), Air Service Consultant RFP, Denver flight, grants (NMDOT & SCASDP), CIP list, Master Plan, draft presentation (leases, existing terminal review, infrastructure)
6. Construction Project Updates (Terminal Food Service, Hangar 1083, Water Towers, Bldg. 60) Kevin Dillon, Engineering Project Manager, discussed the following PowerPoint presentation: RIAC – Restaurant & Bar Project, Bldg. 1083 (roof 95% complete, wind storm damages, fire

suppression, change orders). Louis Najar, Engineering Department Director, discussed the following PowerPoint presentation: Proposed Alternate Composite Tank & Proposed Alternate Pedestal Spheroid Tank (Water Master Plan, NM Finance Authority, U.S. Environmental Protection Agency, NM Environment Department, contractor, FAA, advertise, open bid, and completion date). Bud Kunkel, Commissioner, discussed the following: Bldg. 60 (roof, weather issues, HVAC, interior painting, sprinklers, electrical, plumbing, Holloway Construction, occupancy certificate)

7. New Mexico Aviation Aerospace Association (NMAAA) Science, Technology, Engineering and Mathematics (STEM) EXPO 2019 Presentation. – Bill Shuert, NMAAA Board Member/Past President discussed the following PowerPoint presentation: Brian Cook, President, Board of Directors (Lowell Whitten, Marshall Puckett, Tom Littleford, Dr. Amy Ballard, Bill Shuert), 501 (c) Non-profit organization established in 2012, mission (promote and enhance aviation knowledge within NM), foster relationships and work corroboratively with (local and state aviation aerospace industry), education institutions (mid and high school students), educational partners (educate, aviation career path), NM Workforce (aviation & aerospace disciplines), Pre Expo Luncheon April 17<sup>th</sup> at ENMU-R, NM Aviation Aerospace STEM Expo September 26<sup>th</sup> at RIAC from 9 a.m. to 3 p.m., Why the Aviation Aerospace STEM Expo? (future, opportunities, potential, previous event highlights), How we get there? (sponsorship, local support, aerospace and aviation exhibitors, advertising), support defined (raise \$40,000, requesting City of Roswell contribute \$10,000 for direct support of transportation and event logistics), and future plans
8. Discuss storage of components on the ramp and plans to relocate – Scott Stark, Air Center Director and Chris Huebner, AerSale Inc. Quality & Operations Director discussed the following: airplane parts, storage, ramp, AerSale Component Solutions, scrapping, shredder
9. Discuss tear down operations (future locations) – Scott Stark, Air Center Director, Louis Najar, Engineering Department Director and Kevin Dillon, Engineering Project Manager discussed the following: tear down pad, safety, public presentation, airport map, aircraft teardown & dismantling
10. Discuss Airport Enterprise Budget FY2020 (proposed changes) – Joe Neeb, City Manager, and Juan Fuentes, City Auditor, discussed the following: financial review, airport cost allocation, utility rate review and airport water & sewer billing, airport authority & financial viability, impact of House Bill 229 (NM Legislature), and airport audit review

#### **NEW BUSINESS/REGULAR ITEMS**

11. Discuss evaluation of building 72 (direction to staff) – Scott Stark, Air Center Director and Kevin Dillon, Engineering Project Manager discussed the following: CAVU, roof, repairs, teardown, warehouse, hangar, infrastructure, investing, upgrades, estimates, demolition, and recommendations. Chair Dennis Kintigh moved the Engineering Department provide a

detailed estimate for repairing and renovating vs. cost of demolition to building 72; the Airport Advisory Commission will discuss and make recommendations next meeting. Vice Chair Riley Armstrong was the second. A voice vote was 5-0, and the motion passed unanimously.

12. Discuss T-Hangar Request for Proposal (direction to staff) – Scott Stark, Air Center Director, discussed the following: RFP, T-Hangar shortage (How many hangars needed?), T-Hangar Waiting List (private funding, investors), location (road, loading & unloading access), CAVU, and recommendations. Vice Chair Riley Armstrong, moved staff prepare a draft RFP with tentative conditions (terms of lease, location, design) and present the RFP to the Airport Advisory Commission for review. Commissioner Dane Marley was the second. A voice vote was 5-0, and the motion passed unanimously.

#### **Commission comments for future agenda items**

13. Discuss potential agenda items for the April 2019 meeting – Chair Kintigh discussed potentially presenting the following items on the agenda in April: Update for the “Airport Terminal Study”, Update for the “T-Hangar Building Development”, Ergon Asphalt & Emulsions, Inc. Presentation, Update for “Building 72”

**Reports/Announcements – Members, Council, Staff** - Councilor Judy Stubbs asked for an update regarding legislation.

**Public Participation** – Larry Connolly discussed the airport building numbers and hiring an intern.

#### **Adjourn**

The meeting adjourned at 12:41 p.m.

#### **Next Meeting Date**

Next meeting scheduled for Thursday, April 18, 2019 at 10:00 a.m. in the RIAC Conference Room.